

**CDM-AP97-AA**

## Annotated agenda

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# CDM Accreditation Panel ninety-seventh meeting

Version 01.0

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Place of meeting: Bonn, Germany



**United Nations**  
Framework Convention on  
Climate Change

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## Annotations to the proposed agenda

### Agenda item 1. Agenda and meeting organization

#### Agenda item 1.1. Opening

1. ► **Action:** The Chair of the CDM Accreditation Panel (hereinafter referred to as the CDM-AP) shall open the ninety-seventh meeting.

#### Agenda item 1.2. Adoption of the agenda

2. ► **Action:** The CDM-AP may wish to adopt the proposed agenda for the ninety-seventh meeting.

*Background:* The agenda was drawn up based on standing agenda items and mandates from the CDM Executive Board (hereinafter referred to as the Board).

3. ► **Action:** Members of the CDM-AP may wish to provide statements on any potential conflict of interest concerning the issues on the agenda for the meeting and take action as appropriate.

*Background:* In accordance with paragraph 30 of the “Terms of reference of the support structure of the CDM Executive Board”, members of a panel or working group shall abide by the code of conduct of the Board. They shall declare whether they have a pecuniary or financial interest in an issue presented to them, as a member of the panel or working group and refrain from participating in any discussion or decision on the issue.

### Agenda item 2. Governance and management matters

#### Agenda item 2.1. Performance management

4. ► **Action:** The CDM-AP may wish to take note of a report on the achievement against the 2023 assessment plan and of the assessment plan for 2024.

*Background:* The “CDM accreditation procedure” prescribes rules to establish individual assessment plans, including the number of performance assessments and the timing and location of regular surveillance assessments of central offices and non-central sites. The secretariat prepares and implements individual assessment plans in-line with the “CDM accreditation procedure”.

5. ► **Action:** The CDM-AP may wish to take note of any delays of more than seven days, which took place in on-going assessments.

*Background:* The CDM-AP, at its fifty-fifth meeting, requested the secretariat to report on any delay in the assessment processes exceeding seven days. In addition to this, the CDM-AP, at its ninetieth meeting, requested that the secretariat also report delays of more than seven days in processes that are within the responsibilities of the secretariat.

6. ► **Action:** The CDM-AP may wish to consider the annual conflict of interest analysis of experts on the CDM accreditation roster of experts (CDM ARoE).

*Background:* In accordance with paragraphs 15 and 16 of the “Procedure: Selection and performance evaluation of experts on the CDM accreditation roster of experts”, the secretariat shall conduct an impartiality analysis on an annual basis and notify the CDM-AP on the mitigation measures established.

7. ► **Action:** The CDM-AP may wish to decide on the outcome of the performance monitoring of experts on the CDM ARoE.

*Background:* In accordance with section 5.4.1 of the “Procedure: Selection and performance evaluation of experts on the CDM accreditation roster of experts”, the CDM-AP shall consider the results of the monitoring process and decide to maintain the expert on the CDM ARoE or withdraw the expert from the CDM ARoE.

8. ► **Action:** The CDM-AP may wish to take note of the following designated operational entity (DOE) performance monitoring reports and decide on actions in accordance with the “CDM accreditation procedure”, as appropriate:

- (a) Report to the CDM Executive Board and CDM-AP on the twenty-second monitoring period (2<sup>nd</sup> iteration);
- (b) Report to the CDM Executive Board and CDM-AP on the twenty-third monitoring period (1<sup>st</sup> iteration).

*Background:* As per the “Procedure: Performance monitoring of DOEs”, based on the DOE performance data, the CDM-AP, shall decide on the number and type of performance assessments, the areas to be assessed during the performance assessments, regular on-site surveillance assessments and re-accreditation assessments, spot-checks and/or any appropriate recommendation in accordance with the “CDM accreditation procedure”.

## **Agenda item 2.2. Matters related to the panel**

9. ► **Action:** The CDM-AP may wish to take note of the outcomes of the 120<sup>th</sup> meeting of the Board.

*Background:* The Board held its 120<sup>th</sup> meeting from 26 to 28 November 2023 in Dubai, United Arab Emirates.

10. ► **Action:** The CDM-AP may wish to take note of the schedule of CDM-AP meetings for 2024.

*Background:* The Board, at its 120<sup>th</sup> meeting, tentatively agreed to the 2024 meetings calendar, as contained in annex 7 of the 120<sup>th</sup> meeting report of the Board. The schedule is subject to changes the Board may make at its upcoming 121<sup>st</sup> meeting.

## **Agenda item 3. Rulings (case-specific matters)**

11. ► **Please note:** Due to confidentiality provisions, the case-related information is restricted to the CDM-AP.

## Agenda item 4. Regulatory matters

12. ► **Action:** The CDM-AP may wish to provide input on the draft revision to the “Procedure: CDM accreditation procedure”.

*Background:* The Board, at its eighty-first meeting (EB 81), considered an analysis on numbers, frequency and timing of accreditation assessments of designated operational entities (DOEs) and requested the secretariat to modify the provision contained in the CDM accreditation procedure (version 11.0) to have, after applying a risk-based approach, a minimum of one mandatory performance assessment every 20 months for any DOE. This modification was on a temporary basis, valid only for the subsequent two years. The Board adopted the CDM accreditation procedure (version 12.0) at EB 86 and stipulated this temporary arrangement in footnote 7, to be valid until 28 November 2016. Subsequently, the Board extended the validity of the temporary arrangement four times. The latest version of the CDM accreditation procedure (version 16.0), footnote 7, states that the arrangement is up to 28 May 2024. Since it is expiring soon, there is a need to review whether to further extend the temporary arrangement.

## Agenda item 5. Relations with forums and other stakeholders

13. ► **Action:** The CDM-AP may wish to interact with the DOE/Accredited Independent Entity Coordination Forum (DOE/AIE Coordination Forum) chair.

*Background:* In accordance with the “Procedure: Direct communication with stakeholders”, the CDM-AP allocates time for interaction with the DOE/AIE Coordination Forum chair at each CDM-AP meeting.

## Agenda item 6. Other matters

14. No other issues are scheduled for this meeting.

## Agenda item 7. Conclusion of the meeting

15. ► **Action:** The CDM-AP may wish to approve the internal and external reports of the meeting.

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### Document information

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