

**CDM-AP98-AA**

## Annotated agenda

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# CDM Accreditation Panel ninety-eighth meeting

Version 01.0

Date of meeting: 23 and 24 April 2024

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-eighth meeting.

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

2. ► **Action:** The CDM-AP may wish to adopt the proposed agenda for the ninety-eighth 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 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 need to launch a call for experts to serve on the CDM accreditation roster of experts.

*Background:* Paragraph 18 of the “Procedure: Terms of reference of the CDM roster of experts”, states that the secretariat shall launch a call of experts on the UNFCCC website every two years for all rosters of experts.

7. ► **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-third monitoring period (2<sup>nd</sup> iteration);
  - (b) Report to the CDM Executive Board and CDM-AP on the twenty-fourth 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”.

8. ► **Action:** The CDM-AP may wish to take note of the ninth annual analysis report to the CDM Executive Board on the results of DOE performance monitoring.

*Background:* The annual analysis report is prepared according to paragraph 31 of the “Procedure: Performance monitoring of DOEs”. The sixth analysis report on the results of DOE performance monitoring was the last report published before the DOE performance monitoring procedure (ver. 03.1) was put on hold at EB 87. Therefore, the seventh report was the first report under the revised DOE performance monitoring procedure and the present report is considered as being the ninth analysis report.

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

9. ► **Action:** The CDM-AP may wish to take note of the outcomes of the 121<sup>st</sup> meeting of the Board.

*Background:* The Board held its 121<sup>st</sup> meeting from 20 to 22 March 2024 in Bonn, Germany.

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

*Background:* The Board, at its 121<sup>st</sup> meeting, agreed to the 2024 meetings calendar, as contained in annex 7 of the 121<sup>st</sup> meeting report of the Board.

11. ► **Action:** The CDM-AP may wish to provide guidance on the priority areas and approach for the CDM assessment team calibration meeting to be held in conjunction with CDM-AP 99.

*Background:* The Board, through its approved CDM two-year business and management plan 2024–2025, foresees one calibration workshop with assessment team leads.

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

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

### Agenda item 4. Relations with forums and other stakeholders

13. ► **Action:** The CDM-AP may wish to interact with the DOE/AIE 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 5. Other matters

14. No other issues are scheduled for this meeting.

### Agenda item 6. Conclusion of the meeting

15. ► **Action:** The CDM-AP may wish to approve the meeting report.

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