

**CDM-EB84-AA**

## Annotated agenda

---

# CDM Executive Board eighty-fourth meeting

Version 01.0

Date of meeting: 25 to 28 May 2015

Place of meeting: Bonn, Germany



**United Nations**  
Framework Convention on  
Climate Change

<b>TABLE OF CONTENTS</b>	<b>Page</b>
<b>ANNOTATIONS TO THE PROPOSED AGENDA .....</b>	<b>3</b>
<b>AGENDA ITEM 1. AGENDA AND MEETING ORGANIZATION .....</b>	<b>3</b>
Agenda item 1.1. Opening.....	3
Agenda item 1.2. Adoption of the agenda.....	3
<b>AGENDA ITEM 2. GOVERNANCE AND MANAGEMENT MATTERS .....</b>	<b>3</b>
Agenda item 2.1. Membership issues .....	3
Agenda item 2.2. Strategic planning and direction .....	3
Agenda item 2.3. Performance management .....	5
Agenda item 2.4. Matters related to the Board and its support structure .....	6
<b>AGENDA ITEM 3. RULINGS (CASE-SPECIFIC).....</b>	<b>6</b>
Agenda item 3.1. Accreditation .....	6
Agenda item 3.2. Programmes of activities.....	6
Agenda item 3.3. Registration .....	7
Agenda item 3.4. Issuance .....	7
<b>AGENDA ITEM 4. REGULATORY MATTERS .....</b>	<b>7</b>
Agenda item 4.1. Standards/tools .....	7
Agenda item 4.2. Procedures.....	8
Agenda item 4.3. Policy issues .....	9
<b>AGENDA ITEM 5. RELATIONS WITH FORUMS AND OTHER STAKEHOLDERS .....</b>	<b>9</b>
<b>AGENDA ITEM 6. OTHER MATTERS .....</b>	<b>10</b>
<b>AGENDA ITEM 7. CONCLUSION OF THE MEETING.....</b>	<b>10</b>
<b>ANNEXES TO THE ANNOTATIONS .....</b>	<b>11</b>

## Annotations to the proposed agenda

### Agenda item 1. Agenda and meeting organization

#### Agenda item 1.1. Opening

1. ► **Action:** The Chair of the Executive Board of the clean development mechanism (CDM) (hereinafter referred to as the Board) shall ascertain whether: (a) the members present constitute a quorum; and (b) the absence of any member or alternate member is “without proper justification”.<sup>1</sup>

*Background:* According to the Rules of procedure of the Board, at least two-thirds of the members of the Board, representing a majority of members from Parties included in Annex I to the Convention and a majority of members from Parties not included in Annex I, must be present to constitute a quorum.

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

2. ► **Action:** Members may wish to adopt the proposed agenda for the eighty-fourth meeting.

*Background:* At its previous meeting, the Board agreed on items to be included on the provisional agenda for its eighty-fourth meeting. The proposed agenda was transmitted to the Board on 4 May 2015 and thereafter posted on the UNFCCC CDM website in accordance with rule 21 of the Rules of procedure of the Board.

### Agenda item 2. Governance and management matters

#### Agenda item 2.1. Membership issues

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

*Background:* Following the request by the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP), through its decision 2/CMP.5, to publish statements of conflict of interest on the UNFCCC website, members and alternate members are requested to disclose whether they have any conflict of interest relating to the work of the Board at each meeting.

#### Agenda item 2.2. Strategic planning and direction

4. ► **Action:** The Board may wish to provide guidance on the concept note on direction for simplification and streamlining of the CDM, as contained in annex 1 to these annotations.

---

<sup>1</sup> Please refer to rule 28 of the “Rules of procedure of the Executive Board of the clean development mechanism”, decision 4/CMP.1 (FCCC/KP/CMP/2005/8/Add.1).

*Background:* The Board, at its eighty-second meeting, considered a concept note on the simplification of the project submission, registration and issuance processes and further opportunities for streamlining of the CDM and agreed to the proposal contained in it, subject to the following guidance. The Board confirmed that a holistic approach, with a priority on the project cycle, is needed in this work and requested the secretariat to launch a call for public input after that meeting on issues in the regulations and operation of the CDM that need to be addressed. It requested the secretariat to prepare a concept note, for consideration by the Board at its eight-fourth meeting, proposing issues to be addressed and ideas for possible changes. The Board further agreed to decide, at its eighty-fourth meeting, whether a workshop to consult with stakeholders on proposed simplification and streamlining of the CDM may be required.

5. ► **Action:** The Board may wish to provide guidance on the concept note for development of consolidated and streamlined set of provisions for programmes of activities (PoAs), as contained in annex 2 to these annotations.

*Background:* The Board, at its eighty-second meeting, considered the concept note on the simplification of the project submission, registration and issuance processes and further opportunities for streamlining of the CDM and agreed to the proposal contained in it, which includes the development of a consolidated and streamlined set of provisions for PoAs.

6. ► **Action:** The Board may wish to provide guidance on the concept note on the use of the CDM infrastructure in other fields, as contained in annex 3 to these annotations.

*Background:* The Board, at it is eighty-first meeting and through its management plan (MAP) 2015, requested the secretariat to develop a concept note on the use of the CDM infrastructure in other fields.

7. ► **Action:** The Board may wish to provide guidance on the concept note on the validity of regulations for resubmissions of requests for registration and issuance, as contained in annex 4 to these annotations.

*Background:* The Board, at its eighty-second meeting, considered the validity of regulatory documents for requests for registration and issuance that are resubmitted after having been concluded as incomplete at the completeness check stage, and requested the secretariat to prepare a concept note on this subject including an overview of the current practice for various types of regulatory documents developed by the Board.

8. ► **Action:** The Board may wish to provide guidance on the concept note on information needs for project evaluation by climate financing institutions and on the design of the proposed survey, as contained in annex 5 to these annotations.

*Background:* The Board, at its eighty-second meeting, requested the secretariat to prepare a concept note on reaching out to financial institutions on their needs, with the design of the survey to be sent to project developers, including the questions and the format in which the outcome of the survey will be made available.

9. ► **Action:** The Board may wish to provide guidance on the concept note on assistance to designated national authorities (DNAs) for the development of guiding tools in monitoring sustainable development benefits of CDM project activities and PoAs, as

contained in annex 6 to these annotations.

*Background:* The Board, at its eightieth meeting, agreed on the approach outlined in the concept note for the development of guiding tools to assist DNAs in monitoring sustainable development benefits on a voluntary basis, and requested the secretariat to prepare an implementation plan and to provide information to the Board on the status of implementation at a future meeting.

10. ► **Action:** The Board may wish to take note of an oral report on the latest carbon market and policy developments.

*Background:* The Board, through its MAP 2015, requested to receive from the secretariat regular updates on developments and prospects in the carbon market and related governmental policies, so as to ensure that the Board is well informed about the context within which the CDM is operating. The Board, at its eighty-second meeting, requested the secretariat, when preparing future reports and presentations on this matter during this year, to include analysis focused on specific topics of particular relevance to the CDM as well as giving an overview of the most recent developments.

11. ► **Action:** The Board may wish to consider issues related to the interaction with Parties at the Technical Expert Meeting (TEM) on the thematic areas and support by relevant organizations at the session of the Ad Hoc Working Group on the Durban Platform for Enhanced Action (ADP) in Bonn, Germany, in relation to supporting the work of Parties on Workstream 2.

*Background:* The Conference of the Parties (COP), at its last session in Lima, Peru, through its decision 1/CP.20, decided to continue the technical examination of opportunities with high mitigation potential, to build on and utilize the related activities of, and further enhance collaboration and synergies among various actors including the Board.

### **Agenda item 2.3. Performance management**

12. ► **Action:** The Board may wish to consider the updated workplan of the Board for 2015, as contained in annex 7 to these annotations.

*Background:* The Board, at its eighty-second meeting, approved the workplan of the Board for 2015 and requested the secretariat to include in future versions of the workplan any new mandates arising from meetings and to provide an update on the status of work at each meeting.

13. ► **Action:** The Board may wish to provide guidance on the concept note with options and recommendations for key performance indicators (KPIs) for CDM, as contained in annex 8 to these annotations.

*Background:* The Board, at its eighty-second meeting, considered the project concept note on the identification of KPIs and requested the secretariat, in consultation with a small group of members, to develop a concept note with proposals for KPIs. The indicators should assist the Board in determining contributions to the effective and efficient performance of the mechanism, with particular focus on the impact of the secretariat's performance in the efficient and effective operation of the mechanism. The

work should also draw on the experience of others (private and public organizations) that have successfully used and benefited from the use of KPIs.

14. ► **Action:** The Board may wish to take note of an information note on nurturing demand for the CDM and certified emission reductions (CERs), as contained in annex 9 to these annotations.

*Background:* The Board, through its MAP 2015, agreed to nurture demand for CDM and CERs and requested the secretariat to provide regular updates.

#### **Agenda item 2.4. Matters related to the Board and its support structure**

15. ► **Action:** The Board may wish to continue considering possible options for offsetting the individual emissions of Board members and alternate members.

*Background:* The Board, at its eighty-third meeting, considered possible options for offsetting the individual emissions of Board members and alternate members and agreed to continue considering this issue at its next meeting.

16. ► **Action:** The Board may wish to consider operational aspects concerning the appointment of CDM assessment teams (CDM-ATs).

*Background:* The Board, at its eighty-second meeting, considered a concept note on the process for appointment of CDM-ATs and agreed to maintain the current provisions. The Board agreed to consider operational aspects for the appointment of CDM-ATs at its eighty-fourth meeting.

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

#### **Agenda item 3.1. Accreditation**

17. ► **Action:** The Board may wish to take note of notifications from designated operational entities (DOEs) on voluntary withdrawal of accreditation.

*Background:* In accordance with the accreditation procedure, the accreditation-related recommendations and the supporting documentation will be sent to the Board under separate cover under confidentiality.

#### **Agenda item 3.2. Programmes of activities**

18. ► **Action:** The Board may wish to take stock of the progress of registration and issuance of PoAs.

*Background:* The information available in the section on “Programme of Activities” on the UNFCCC CDM website (<<http://cdm.unfccc.int/ProgrammeOfActivities/index.html>>) indicates the status of PoAs submitted for registration as a single CDM project activity. Information on the status of CERs issued for PoAs is available at <[http://cdm.unfccc.int/Issuance/cers\\_iss.html](http://cdm.unfccc.int/Issuance/cers_iss.html)>.

### Agenda item 3.3. Registration

19. ► **Action:** The Board may wish to take stock of the progress of registration of project activities.

*Background:* The information available on the UNFCCC CDM website (<<http://cdm.unfccc.int/Projects/projsearch.html>>) indicates the status of project activities submitted for registration.

20. ► **Action:** The Board shall consider the documentation for one request for registration as listed in table 1 below, for which a review has been commenced.

*Background:* Three or more members of the Board or a Party involved requested a review of the request for registration listed in table 1 below. The subsequent assessments by the secretariat and the Registration and Issuance Team (RIT) Team contained different proposed decisions (i.e. one to register and the other to reject), or the same proposed decisions (both to register or to reject) but an objection was received from a member of the Board. In accordance with the “CDM project cycle procedure”, the Board shall decide whether to register the project activity or to reject the request for registration.

**Table 1. Request for registration review case for which assessments by the secretariat and the RIT Team contain different proposed decisions or an objection by a member of the Board was received**

Ref no.	Title	Register	Reject
9654	Talimarjan Clean Energy Generation Project	?	?

### Agenda item 3.4. Issuance

21. ► **Action:** The Board may wish to take stock of the progress of issuance for project activities and the operation of the CDM registry.

*Background:* The information available in the section on “Issuance of CERs” on the UNFCCC CDM website (<<http://cdm.unfccc.int/Issuance>>) indicates the status of requests for issuance.

## Agenda item 4. Regulatory matters

### Agenda item 4.1. Standards/tools

#### (a). Standards for CDM project activities and programmes of activities

22. ► **Action:** The Board may wish to provide guidance on the concept note on an analysis of implications of allowing requests for revision of a methodology without a draft project design document (PDD), as contained in annex 10 to these annotations.

*Background:* CMP 10 requested the Board to consider implications of allowing requests for revision of a baseline and monitoring methodology without a draft PDD and to report back to CMP 11 in November 2015. As per the approved “Workplan of panels and

working groups for 2015”, the Methodologies Panel (MP) at its 66<sup>th</sup> meeting provided inputs to the secretariat to prepare the concept note.

#### **Agenda item 4.2. Procedures**

23. ► **Action:** The Board may wish to take note of the information note on enhancing the clarity, consistency and user-friendliness of regulations, as contained in annex 11 to these annotations.

*Background:* The Board, while considering its workplan for 2015 at its eighty-second meeting, requested the secretariat to provide an update on measures to improve the quality of documents.

24. ► **Action:** The Board may wish to adopt the revised procedure for development, revision, clarification and update of standardized baselines, as contained in annex 12 to these annotations.

*Background:* The Board, at its eighty-third meeting, considered the draft revised “Procedure: Development, revision, clarification and update of standardized baselines” and requested the secretariat to modify the draft revised procedure for consideration at the eighty-fourth meeting of the Board, taking into account the following guidance and feedback:

- (a) Analyse whether a proposed standardized baseline can be submitted without reference to the methodology(ies) which is/are used for the purpose of calculation of emission reductions of CDM projects. The analysis should assess various combinations of using a methodology, methodological tool or relevant guideline or standard for submission of standardized baselines;
  - (b) The assessment report by a DOE shall include a validation opinion on the standardized baseline with regard to the following:
    - (i) That the quality assurance and quality control system is in compliance with the provisions and data quality objectives of the “Guidelines for quality assurance and quality control of data in the establishment of standardized baselines”;
    - (ii) That the proposed standardized baseline is in compliance with the relevant standards, tools and guidelines;
  - (c) A standardized baseline shall be sent by the secretariat for the approval of the Board after the relevant standards, tools and guidelines are approved;
  - (d) Provide for a process for consideration and approval of deviation from the applicable standard, tool or guideline, including the consideration by the DOE and the Board.
25. ► **Action:** The Board may wish to adopt the package of revised documents due to their reclassification in accordance with the application of the revised “CDM Executive Board decision and documentation framework”, as contained in annex 13 to these annotations.

*Background:* The Board, at its eighty-first meeting, took note of the status of work to align existing regulatory documents with the revised “CDM Executive Board decision and



documentation framework” and requested the secretariat to facilitate the alignment work, so that the document classification of all existing regulatory documents is aligned with the revised framework before its effective date (1 June 2015).

26. ► **Action:** The Board may wish to provide guidance on a concept note on improving stakeholder consultation processes, as contained in annex 14 to these annotations.

*Background:* The Board, through its workplan for 2015, agreed to continue considering the relevant CDM regulatory documents in order to expand the types of documents that are required to be published, define the scope of comments to be submitted, improve the consultation section of the UNFCCC CDM website, including the notification to stakeholders, analyse the feasibility of accepting comments in the official language of the host country and provide guidance to DOEs on the treatment of comments received.

### **Agenda item 4.3. Policy issues**

27. ► **Action:** The Board may wish to provide guidance on the analysis of possible changes to the rules of publishing a monitoring report.

*Background:* The Board, at its eighty-third meeting, considered a communication (2015-283-S) submitted by a stakeholder asking the Board to allow the withdrawal of a published monitoring report by an e-mail from the project participants instead of through the DOE that published the monitoring report as is currently required by the rules. The Board requested the secretariat to analyse the implications of possible changes to the related rules, including possible introduction of a rule of allowing the change of DOE at the verification stage, and agreed to consider the issue at the next meeting. The Board also requested the secretariat to request the submitter to provide further information in relation to the case that prompted the submission of the letter.

28. ► **Action:** The Board may wish to consider any policy issues triggered by the consideration of registration and issuance cases.

*Background:* Following a request by the Board, policy issues that come up from the discussions during this meeting may be included for consideration, including policy issues encountered through the experience of the assessment of cases.

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

29. ► **Action:** The Board may wish to take note of external inputs to the annotated agenda of this Board meeting.

*Background:* Following the “Procedure: Direct communication with stakeholders”, stakeholders have the opportunity to provide comments on the annotated agenda. Comments received will be posted on the UNFCCC CDM website.

30. ► **Action:** The Board may wish to consider the following submission received from stakeholders, DNAs, applicant entities (AEs) and DOEs and agree on any actions, as appropriate: INQ-02969 submitted by a stakeholder.

*Background:* Following the “Procedure: Direct communication with stakeholders”, the

secretariat, in consultation with the Chair of the Board, shall bring to the attention of the Board non-process-related communications that require the attention of or further guidance from the Board.

31. ► **Action:** The Board may wish to take note of activities undertaken with regard to stakeholders, DNAs, AEs and DOEs.

*Background:* Following the “Procedure: Direct communication with stakeholders”, the Board and its support structure are to provide avenues for interaction with stakeholders, DNAs, AEs and DOEs, provision of information and capacity-building.

32. ► **Action:** The Board may wish to interact with the co-chairs of the global Designated National Authorities Forum (DNA Forum).

*Background:* In accordance with the “Procedure: Direct communication with stakeholders”, the Board shall also allocate time for interaction during Board meetings with the global DNA Forum through its co-chairs twice a year.

33. ► **Action:** The Board may wish to interact with the CDM DOE/AIE Coordination Forum Chair.

*Background:* In accordance with the “Procedure: Direct communication with stakeholders”, the Board shall allocate time for interaction with the DOE/AIE Coordination Forum through its Chair on issues of interest to AEs/DOEs at each Board meeting.

34. ► **Action:** The Board may wish to interact with the registered observers.

*Background:* In accordance with the “Procedure: Direct communication with stakeholders”, the Board shall allocate a time slot for interaction with registered observers to the meeting. Such interactions should be limited to discussion on policy and general issues, but not on case-specific matters, relating to the agenda items of that meeting.

## Agenda item 6. Other matters

35. ► **Action:** The Board may wish to consider any other business it deems necessary.

## Agenda item 7. Conclusion of the meeting

36. ► **Action:** The Board may wish to approve the report of the eighty-fourth meeting.

*Background:* The Chair will summarize the meeting and adopt the report, including references to any decisions taken.

## **Annexes to the annotations**

- Annex 1 - Concept note: Direction for simplification and streamlining of the CDM
- Annex 2 - Concept note: Development of consolidated and streamlined set of provisions for PoAs
- Annex 3 - Concept note: Use of the CDM infrastructure in other fields
- Annex 4 - Concept note: Validity of regulations for resubmissions of requests for registration and issuance
- Annex 5 - Concept note: Information needs for project evaluation by climate financing institutions
- Annex 6 - Concept note: Assistance to DNAs for development of guiding tools for monitoring sustainable development benefits of CDM project activities and PoAs: implementation plan
- Annex 7 - CDM Executive Board workplan 2015
- Annex 8 - Concept note: Key performance indicators for CDM: options and recommendations
- Annex 9 - Nurturing demand for CDM
- Annex 10 - Concept note: Analysis of implications of allowing requests for revision of a methodology without a draft PDD
- Annex 11 - Enhancing the clarity, consistency and user-friendliness of regulations
- Annex 12 - Draft procedure: Development, revision, clarification and update of standardized baselines
- Annex 13 - Reclassification of existing regulatory documents in accordance with the revised CDM Executive Board decision and documentation framework (second batch)
- Annex 14 - Concept note: Improving stakeholder consultation processes

- - - - -

### **Document information**

<i>Version</i>	<i>Date</i>	<i>Description</i>
01.0	11 May 2015	Initial publication
Decision Class: Operational Document Type: Annotated agenda Business Function: Governance Keywords: Annotated agenda, annotations, EB.		