



CLEAN DEVELOPMENT MECHANISM EXECUTIVE BOARD

PROPOSED AGENDA AND ANNOTATIONS

Sixty-second meeting

UNFCCC
Marrakesh, Morocco
11 – 15 July 2011

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I. PROPOSED AGENDA

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 - (b) Methodologies for baselines and monitoring plans
 - (c) Issues relating to small-scale CDM project activities
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 - (f) Matters relating to the issuance of certified emission reductions and the CDM registry **
4. Management plan and resources for the work on the CDM
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* For more information please visit the page CDM Project activities “under review” and “review requested” of the UNFCCC CDM website
(http://cdm.unfccc.int/Projects/under_review.html and <http://cdm.unfccc.int/Projects/review.html>).

** For more information please visit the “issuance of CERs” section of the UNFCCC CDM website
(<http://cdm.unfccc.int/Issuance>).

II. ANNOTATIONS TO THE PROPOSED AGENDA

I. Adoption of the agenda

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”¹.

Background: According to the Rules of procedure of the Board (decision 4/CMP.1), at least two thirds of the members of the Executive Board, representing a majority of members from Parties included in Annex I and a majority of members from Parties not included in Annex I, must be present to constitute a quorum.

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

Background: At its last meeting, the Board agreed on items to be included in the provisional agenda for its sixty-second meeting. The proposed agenda was transmitted to the Board on 20 June 2011 and thereafter posted on the UNFCCC CDM website in accordance with rule 21 of the rules of procedure of the Board.

II. Membership issues (including disclosure of possible conflict of interest)

3. ► **Action:** Members of the Board may wish to provide information with respect to any potential conflict of interest, 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 CDM website, members and alternates are requested to disclose whether they have any conflict of interest relating to the work of the Board at each meeting.

III. Work plan

(a) Accreditation of operational entities

4. ► **Action:** The Board may wish to take note of the progress report of the fifty-fifth meeting of the CDM Accreditation Panel (CDM-AP) and an oral report by its Chair, Mr. Akihiro Kuroki, on the work of the panel.

Background: The CDM-AP held its fifty-fifth meeting from 20 to 23 June 2011 in Bonn, Germany.

Case specific

5. ► **Action:** The Board may wish to:

(a) Accredit and provisionally designate entities for sector specific validation and verification/certification functions;

(b) Take note of the CDM-AP’s notifications on the results of regular on-site surveillances and take actions, as appropriate;

¹ Please refer to rule 28 of the rules of procedures of the Executive Board of the clean development mechanism, decision 4/CMP.1 <FCCC/KP/CMP/2005/8/Add.1>.

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- (c) Take note of the CDM-AP's notifications on the results of performance assessments.

Background: In accordance with the accreditation procedure, the recommendations for accreditation and the supporting documentation will be sent to Board members and alternates under separate cover under confidentiality.

General guidance

6. ► **Action:** The Board may wish to consider a recommendation of the CDM-AP on an interim measure for initial qualification of validation/verification team members for complex technical areas, as contained in annex 2 to the fifty-fifth meeting report of the CDM-AP.

Background: The CDM-AP continued its work on possible options to address the concern raised by the DOE/AIE Coordination Forum on the scarcity of personnel available to DOEs to work on projects in complex technical areas within CDM sectoral scopes, as defined by the CDM accreditation standard. The CDM-AP agreed to recommend to the Board to adopt an interim measure for initial qualification of validation/verification team members for complex technical areas

7. ► **Note:** The Board may wish to take note that the fifty-sixth meeting of the CDM-AP will be held from 23 to 26 August 2011 in Bonn, Germany.

(b) Methodologies for baselines and monitoring plans

8. ► **Note:** Due to the closing date of the fiftieth meeting of the Methodologies Panel (Meth Panel) falling after the date of publication of these annotations, an addendum to the annotations will be issued containing the outcome of the fiftieth meeting of the Meth Panel.

Case specific

9. ► **Action:** The Board may wish to continue to consider the draft revised methodology AM0001 "Incineration of HFC 23 waste streams".

Background: At its sixty-first meeting, the Board agreed to continue its consideration of the draft revised methodology AM0001 "Incineration of HFC 23 waste streams" at its sixty-second meeting. The Board requested the secretariat to prepare a presentation that illustrates the two options concerning the inclusion or not of HFC-23 project emissions from all production lines in the facility.

General guidance

10. ► **Action:** The Board may wish to consider an update from the small group of members of the Board on the work related to the use of the first-of-its-kind barrier and the assessment of common practice.

Background: Following the request by the CMP, through its decision 3/CMP.6, to finalize, as its highest priority, the guidance on the use of first-of-its-kind barrier and the assessment of common practice, the Board, at its sixty-first meeting, requested a small group of members to develop a list of questions to be used in a future call for public inputs for consideration by the Board at its sixty-second meeting.

11. ► **Action:** The Board may wish to consider the draft standard on consideration of suppressed demand in CDM methodologies, as contained in annex 1 to these annotations.

Background: The Board, at its sixty-first meeting, considered an information note on the treatment of increase in future anthropogenic emissions of a host country, also referred to as suppressed demand, and requested the secretariat draft a standard that address the issues related to the situation of suppressed demand in baseline and monitoring methodologies as formulated in the information note prepared by the secretariat;

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12. ► **Action:** The Board may wish to consider a draft framework for the establishment of sector specific standardized baselines, as contained in annex 2 to these annotations.

Background: The Board, at its sixtieth meeting, requested the secretariat, among other issues, to develop a general methodological framework for development and assessment standardized baselines for consideration of the Board.

13. ► **Action:** The Board may wish to consider an update on the elimination of backlog in consideration of new methodologies.

Background: The Board agreed, at its fifty-ninth meeting, through its CDM management plan (CDM-MAP) for 2011, to improve efficiency on the CDM project cycle and eliminate the backlog for consideration of new methodologies. The secretariat will present information on the status of this work.

(c) Issues relating to small-scale CDM project activities

14. ► **Action:** The Board may wish to take note of the progress report of the thirty-second meeting of the Small-Scale Working Group (SSC WG) and an oral report by its Chair, Ms. Fatou Gaye, on the work of the group.

Background: The SSC WG held its thirty-first meeting on 21 to 24 June 2011 in Bonn, Germany. The SSC WG dealt with case-specific issues, process and methodological clarifications and other issues, as specified below.

Case specific

15. ► **Action:** The Board may wish to approve the draft new SSC methodology “Demand-side energy efficiency activities for installation of low-flow hot water savings devices” as contained in annex 1 of the report of the thirty-second meeting of the SSC WG. The new methodology includes low-flow devices used for personal bathing (i.e., low-flow showerheads), kitchen faucets, and/or bathroom faucets.

Background: The new methodology takes into consideration comments received in response to the call for public inputs launched at sixty-first meeting of the Board. The SSC WG further prepared responses to the public comments received (SSC WG 32 report, annex 2).

16. ► **Note:** The Board may wish to take note that the proposed new SSC methodology SSC-NM065 “Introduction of fuel efficiency improvement technologies for motorcycles” was deemed not suitable for recommendation to the Board by the SSC WG. The recommendation by the SSC WG is contained in paragraph 4 of the report of the thirty-second meeting of the SSC WG, available on the UNFCCC CDM website <http://cdm.unfccc.int/Panels/ssc_wg/index.html>.

17. ► **Note:** The Board may wish to take note that the SSC WG agreed to continue working on the top-down development of a new methodology for demand side energy efficiency for agricultural pumping and irrigation activities focusing on replacement of the existing inefficient pumps.

18. ► **Note:** The Board may wish to take note that the SSC WG prepared a first draft of a new methodology for energy efficient lightning and controls for buildings, with a view to finalize a draft methodology for recommendation at the SSC WG thirty-fourth meeting taking into consideration public inputs. This methodology will address lighting technologies not covered under AMS-II.J which is exclusively for residential compact fluorescent lamps (CFLs).

19. ► **Note:** The Board may wish to take note that the SSC WG reviewed input from external experts and provided feedback and is expecting further input from these experts on building modelling and expanded

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thermal applications in buildings, hence the group agreed to continue working on this top-down development of a new methodology.

20. ► **Note:** The Board may wish to take note of the responses to the requests for clarifications SSC_534, SSC_536 - SSC_537, SSC_539 - SSC_540, and the responses to the requests for revisions SSC_535, SSC_538, SSC_541, as provided by the SSC WG and referred to in the SSC WG report (see paragraphs 10-12 and 17-21 of the SSC WG 32 report).

Background: Information on the clarifications to methodologies is available on the UNFCCC CDM website <<http://cdm.unfccc.int/methodologies/SSCmethodologies/clarifications>>.

Revisions of approved methodologies

21. ► **Action:** The Board may wish to approve the following revisions of SSC methodologies:

(a) Revision of AMS-III.AJ “Recovery and recycling of materials from solid wastes”, as contained in annex 3 of the report of the thirty-second meeting of the SSC WG. The revision takes into account inputs from project proponents, stakeholders from the informal and formal waste sector and includes simplified requirements such as the use of default values for project emissions for the informal waste sector;

(b) Revision of AMS-III.AV “Low greenhouse gas emitting water purification systems”, as contained in annex 4 of the report of the thirty-second meeting of the SSC WG and taking into consideration comments received during the call for public inputs. The revised methodology increases the threshold of access to improved water supply to 60%, thereby making more regions eligible under case 1. Additional guidance on performance testing procedures and monitoring provisions is included as well as a cap of 5.5 litres per person per day applies to all project activities applying the methodology (both Case 1 and 2). The SSC WG further prepared responses to the public comments received (SSC WG 32 report, annex 5).

22. ► **Note:** The Board may wish to take note that SSC WG could not conclude its work on revision of AMS-III.AR “Substituting fossil fuel based lighting with LED lighting systems” and will continue considering it at its next meeting taking into consideration any expert input.

General guidance

23. ► **Action:** The Board may wish to consider the recommendation by the SSC WG on the issue of micro-scale additionality guidelines, as contained in annex 7 of the report of the thirty-second meeting of the SSC WG and provide further guidance.

Background: In response to the request by the Board (EB 61 meeting report, paragraph 60) the SSC WG undertook a technical assessment of the submissions received by the designated national authorities (DNAs) of Chile, Cote d'Ivoire, India, Peru, Thailand, Sri Lanka and Mongolia regarding the “Guidelines for demonstrating additionality of microscale project activities”. In summary, the findings of the SSC WG are that:

(a) Subject to suggested clarifications to the micro-scale additionality guidelines, the DNA requests for additionality findings are technically valid;

(b) Several recommendations are made for clarifications to the micro-scale additionality rule. The most critical two are:

- (i) Define “technology” more specifically for determining whether the technology meets the criteria of “the total installed capacity of the technology/measure contributes less than or equal to 5% to national annual electricity generation”;

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- (ii) Clarify that the “national annual electricity generation” refers to grid electricity generation only.

24. ► **Action:** The Board may wish to approve the recommendation by the SSC WG on the applicability of AMS-III.C regarding the requirements for demonstrating comparability of project and baseline vehicles, as contained in annex 6 of the report of the thirty-second meeting of the SSC WG.

Background: The SSC WG received public comments on the potential limitations of the applicability of the revised AMS-III.C (Version 13), approved at the sixty-first meeting of the Board, for demonstrating comparability of project and baseline vehicles for project activities introducing electric and hybrid vehicles. The group agreed to clarify that as an alternative to the current procedures of paragraph 8 of AMS-III.C, the comparability of baseline and project vehicles may also be demonstrated by identifying comparable vehicle categories according to existing national or international standards.

25. ► **Action:** The Board may wish to approve the recommendation made by the SSC WG on the combination of AMS-I.D and AMS-I.F for application in a programme of activity (PoA).

Background: In response to the submission SSC_537 requesting clarification on the use of multiple methodologies for PoA (AMS-I.D and AMS-I.F / AMS-III.F, AMS-III.G and AMS-III.H), the SSC WG agreed to recommend the combination AMS-I.D and AMS-I.F for approval. The SSC WG further elaborated the conditions under which the combination may be applied.

26. ► **Note:** The Board may wish to take note that the SSC WG undertook an initial analysis of methodologies potentially suitable for top-down development of standardized baselines, particularly in agriculture, rural energy supply and transport sectors, as per CDM-MAP objective 2 (d) for development of standardized baselines, the priorities of the work of the Board on methodological issues and with the view of expected deliverables included in the 2011 SSC WG work plan. The group is of the opinion that country-specific default values for baseline determination should be explored for introduction in AMS-I.E, AMS-II.G, AMS-III.AA and AMS-III.AU.

27. ► **Action:** The Board may wish to consider the draft “Procedures for the revision of an approved small scale methodology by the CDM Executive Board”, as contained in annex 3 to these annotations.

Background: The Board, at its sixtieth meeting, requested the secretariat to present a revised draft procedures at the sixty-second meeting of the Board, including options to undertake amendments as defined in “Procedure for the submission and consideration of requests for revision of approved baseline and monitoring methodologies and tools for large scale CDM project activities”.

28. ► **Note:** The Board may wish to take note that the thirty-second meeting of the SSC WG will be held from 22 to 25 August 2011 in Bonn, Germany. The deadline for new methodology submissions to this meeting is 27 June 2011 and the deadline for submitting requests for clarifications/revisions for this meeting is 25 July 2011.

(d) Matters relating to programme of activities

29. ► **Action:** The Board may wish to take stock on the progress of registration of PoAs.

Background: The information available in the section on “Programme of Activities” on the UNFCCC CDM website (<<http://cdm.unfccc.int/Projects/projsearch.html> >), indicates the status of PoAs submitted for registration as a single CDM project activity.

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(e) Matters relating to the registration of CDM project activities

30. ► **Action:** The Board may wish to take stock on the progress of registration.

Background: The information available in the section on “Project Activities” on the UNFCCC CDM website (<<http://cdm.unfccc.int/Projects/projsearch.html>>), indicates the status of project activities submitted for registration.

Case specific

31. ► **Action:** The Board shall consider the documentation for 14 requests for registration as listed in table 1 below, for which a review was commenced.

Background: Three (3) or more members of the Board or a Party involved requested a review of the requests for registration listed in table 1 below. The subsequent assessments of 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 received an objection from a member of the Board. In accordance with the “Procedures for review of requests for registration”, adopted by the Board at its fifty-fifth meeting, for each case listed in table 1 below, the Board shall decide whether to register the project activity or to reject the request for registration.

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

<i>Ref No.</i>	<i>Title</i>	<i>Register</i>	<i>Reject</i>
1646	Chengbu Miao Minority Autonomous County Liuma 6.4MW Hydro Power Station Project	?	?
3197	Aguan biogas recovery from Palm Oil Mill Effluent (POME) ponds and biogas utilisation - Exportadora del Atlántico, Aguan/Honduras	?	?
3233	Argos CO ₂ Offset Project, through reforestation activities for commercial use	?	?
3366	Waste Heat Recovery and Utilisation for Power Generation Project of Xing'an Conch Cement Company Limited	?	?
3586	3 MW Wind Power Project by Jalaram Ceramics at Bhachau in Kutch, Gujarat	?	?
3599	Bajo Tuluá Minor Hydroelectric Power Plant	?	?
3775	Low Pressure Gas Recovery Project of Shandong Weifang Hongrun Petrochemical Auxiliary Co., Ltd., China	?	?
3776	Low Pressure Gas Recovery Project of Shandong Changyi Petrochemical Co., Ltd., China	?	?
4032	Methane Recovery Project of Lianyungang Jinchanglin Alcohol Co., Ltd.	?	?
4115	8MW Bundled Hydropower Project in Hubei Province	?	?
4116	Low Temperature Waste Heat Power Generation Project in Zibo Sunnsy Cement Corporation Limited	?	?
4133	Yunnan Tianhuaban Hydropower Project	?	?
4222	Inner Mongolia Goldwind Damao Wind Farm Phase II Project	?	?
4274	SF ₆ recovery and reclamation project, South Korea	?	?

32. ► **Action:** The Board shall continue considering the recommendation of the review team for the request for renewal of the crediting period for the project activity listed in table 2, which the Board placed under review at its fifty-sixth meeting.

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Background: At its sixty-first meeting, the Board was not able to reach an agreement with regard to the request for renewal of crediting period for project activity “HFC Decomposition Project in Ulsan” (0003) submitted by the DOE (DNV), and decided to continue its deliberations on the request at its sixty-second meeting. In accordance with the “Procedures for review referred to in paragraph 41 of the modalities and procedures for a clean development mechanism”, the Board shall decide whether to renew the crediting period for the project activity (case A in table 2), to request the DOE and project participants to make corrections (case B in table 2), or to reject the renewal of the crediting period of the project activity (case C in table 2).

Table 2: Request for renewal of the crediting period of a registered CDM project activity which was placed “Under review” at EB 56

<i>Ref No.</i>	<i>Title</i>	<i>A</i>	<i>B</i>	<i>C</i>
0003	HFC Decomposition Project in Ulsan	?	?	?

General guidance

33. ► **Action:** The Board may wish to discuss policy issues encountered through the experience of the assessment of cases. Further, the Board may wish to consider options for the revision of guidance on continuing and real actions.

Background: Following the “Procedures for review of requests for registration”, policy issues related to the policies and goals of the CDM arising from the experience of the assessment shall be highlighted to the Board. Further, at its sixty-first meeting, the Board requested the secretariat to prepare options for the revision of guidance on continuing and real actions to be considered at its sixty-second meeting. The Board also requested the secretariat to further investigate whether its findings are related to the performance of DOEs and report back at its sixty-second meeting.

34. ► **Action:** The Board may wish to consider an information note on application of the requirements for consideration of stakeholders inputs to the validation process, as contained in annex 4 to these annotations.

Background: At the sixty-first meeting, the Board considered an information note on improvements of guidance regarding stakeholder and public participation and requested the secretariat to develop an information note on the application of the requirements for consideration of stakeholder inputs in the validation process to be considered by the Board at its sixty-second meeting. The Board also requested to include in the note possible questions to be put forth in a call for public inputs.

35. ► **Action:** The Board may wish to consider an information note on concepts for streamline the authorization of participation in the clean development mechanism, as contained in annex 5 to these annotations.

Background: At the fifty-seventh meeting, the Board considered areas requiring further clarification regarding modalities and procedures for communication between project participants (PPs) and the Board. The Board requested the secretariat to prepare a proposal for a draft procedure for authorization of the participation of entities in the CDM, including an analysis of its impacts on the market and the regulatory system, in order to facilitate improved communication with PPs. The Board also requested the secretariat to provide any additional guidance regarding enhancements in communication with PPs.

36. ► **Action:** The Board may wish to consider an update on the implementation of the procedures for requests for registration and issuance and procedures for review, including, among other issues, the revisions of completeness check lists.

Background: At the fifty-ninth meeting, the Board requested the secretariat to undertake an analysis of the experience with the procedures for requests for registration and issuance and procedures for review in

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the context of work to be done on assessing the CDM project cycle and in its reporting on implementation of the management plan, and to include in its reporting appropriate indicators related to quality improvements.

(f) Matters relating to the issuance of certified emission reductions and the CDM registry

37. ► **Action:** The Board may wish to take stock of the progress of issuance 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.

Case specific

38. ► **Action:** The Board shall consider the documentation for two (2) requests for issuance, for which a review was commenced, as listed in table 3 below.

Background: Three (3) or more members of the Board or a Party involved requested a review of the issuance requests listed in table 3 below. The subsequent assessments of the secretariat and the Registration and Issuance Team (RIT Team) contained different proposed decisions (i.e., one to approve and the other to reject) or the same proposed decision (both to approve or to reject), but received an objection from a member of the Board. In accordance with the “Procedures for review of requests for issuance of CERs”, adopted by the Board at its fifty-fifth meeting, for each case listed in table 3 below, the Board shall decide whether to approve or to reject the request for issuance.

Table 3: Request for issuance review cases for which assessments of the secretariat and the RIT Team contain different proposed decisions or an objection by a member of the Board was received

Ref. No.	Title	Monitoring period	No. of CERs	Approve	Reject
0009	La Esperanza Hydroelectric Project	01 Sep 09 - 31 May 10	16,162	?	?
1608	Anshan Iron and Steel Group Corporation (Yingkou) Blast Furnace Gas Combined Cycle Power Plant Project	01 Jan 10 - 30 Sep 10	685,507	?	?

39. ► **Action:** The Board may wish to consider the request for permission to resubmit five (5) previously rejected requests for issuance listed in table 4 below.

Background: In accordance with paragraph 96 of the report of the twenty-eighth meeting of the Executive Board, in cases where the reasons for rejection can be addressed by means of a revised verification report, based on a revised monitoring report, if appropriate, the DOE may request, explaining the reasons, to be permitted to submit a revised request for issuance for the same monitoring period covered by the rejection.

Table 4: Request for resubmission of previously rejected requests for issuance

Ref No.	Title	Monitoring Period
0085	Hapugastenne and Hulu Ganga Small Hydropower Projects.	01 Jan 2007 - 30 Sep 2008
0745	Demand side energy conservation and reduction measures at ITC Tribeni Unit	01 Jan 2008 - 31 Dec 2008
0991	Bundled Wind power project in Tamilnadu, India co-ordinated by the TamilNadu Spinning Mills Association (TASMA)	01 Jul 2009 - 31 Mar 2010
1238	N2O decomposition project of PetroChina Company Limited Liaoyang Petrochemical Compan	01 Dec 2009 - 13 Mar 2010

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1781	Chuanhua N ₂ O Abatement Project	24 Oct 2008 - 15 Nov 2009
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40. ► **Action:** The Board may wish to consider the request for permission to resubmit four (4) previously withdrawn requests for issuance listed in table 5 below.

Background: In accordance with paragraph 9 (c) of the annex 33 to the report of the fifty-fourth meeting of the Board, in cases where the request for issuances that have received request for review are withdrawn, if the DOE intends to re-submit the request for issuance for the same monitoring period after such a withdrawal, the DOE shall request a permission to the Board to re-submit such a request.

Table 5: Request for resubmission of previously withdrawn requests for issuance

<i>Ref No.</i>	<i>Title</i>	<i>Monitoring Period</i>
1212	Shaanxi Province Xunyang County Guihua Small Hydropower Project (SXGSHP)	01 Jul 2008 - 24 Dec 2009
1367	China Changniping Hydropower Project	21 Aug 2009 - 25 Jun 2010
1859	China Fujian Putian LNG Generation Project	14 Jan 2009 - 27 Sep 2009
1859	China Fujian Putian LNG Generation Project	28 Sep 2009 - 27 Mar 2010

41. ► **Action:** The Board may wish to consider the submissions by the DOE with regard to notification of changes or request for approval of changes from the registered project design document (PDD), as listed in table 6 below.

Background: The DOE may submit a notification or a request for approval of changes from the registered PDD in accordance with the “Procedures for notifying and requesting approval of changes from the project activity as described in the registered PDD”. The Board, according to these procedures, shall decide if (a) to accept the changes and allow the subsequent requests for issuance; (b) to accept the changes and allow the subsequent requests for issuance, but limit the CERs up to the level estimated in the original PDD; (c) to reject the changes and not allow the subsequent requests for issuance.

Table 6: Notifications of changes/request for approval of changes from the registered PDD

<i>Ref No.</i>	<i>Title</i>	<i>Type</i>
0159	Moldova Biomass Heating in Rural Communities (Project Design Document No. 1)	Notification
0968	Incomex Hydroelectric Project	Notification

General guidance

42. ► **Action:** The Board may wish to discuss policy issues encountered through the experience of the assessment of cases.

Background: Following the “Procedures for review of requests for issuance”, policy issues related to the policies and goals of the CDM arising from the experience of the assessment shall be highlighted to the Board.

43. ► **Action:** The Board may wish to consider an information note on the implications of the end of the Kyoto Protocol’s first commitment period for the issuance of certified emission reduction units, as contained in annex 6 to these annotations.

Background: At its sixtieth meeting, the Board held an initial discussion on how to distinguish emission reductions that occur up to and including 31 December 2012 from those occurring thereafter. The secretariat prepared an information note to continue these discussions.

IV. Management plan and resources for the work on the CDM

44. ► **Action:** The Board may wish to: (a) take note of the report by the secretariat on the status of resources and status of secretariat's recruitment and (b) take further action, as necessary.

Background: The status of income and expenditure and status of secretariat's recruitment is presented in annex 7 to these annotations.

45. ► **Action:** The Board may wish to consider an update on the implementation of the business plan approved by the Board.

Background: The Board, at its fifty-ninth meeting, approved the two-year business plan of the Board and requested the secretariat, through its CDM-MAP to update the Board regularly on its implementation.

46. ► **Action:** The Board may wish to take note of the issues that are not considered at this meeting in accordance with the timelines described in the CDM-MAP for 2011.

Background: The Board, at its fifty-ninth meeting, approved the CDM-MAP for the year 2011 with timelines for the Board to deliver activities. Activities scheduled for this meeting but will not be discussed include, for example, procedures for modalities of communication.

47. ► **Action:** The Board may wish to consider an assessment of compliance with indicative timelines set by the Board in different processes, as contained in annex 8 to these annotations.

Background: The Board, at its fifty-ninth meeting, considered an assessment of compliance with indicative timelines set by the Board in different processes and requested the secretariat to continue to report on all processes.

V. Other matters**(a) Regional and sub-regional distribution and capacity-building**

48. ► **Action:** The Board may wish to consider an update on the meetings and events held and planned this year in collaboration with the Nairobi Framework partner agencies.

Background: The Board, through its CDM-MAP for 2011, requested the secretariat to provide regular updates on the work related to the Nairobi Framework in helping developing countries, especially those in sub-Saharan Africa, to improve their level of participation in the CDM.

(b) Relations with Designated Operational and Applicant Entities

49. ► **Action:** The Board may wish to (a) take note of the report by the Chair of the CDM DOE/AE Coordination Forum; and (b) provide feedback to the forum, as appropriate.

Background: Views on issues to be addressed to the Board by the CDM DOE/AE Coordination Forum are being sought from the DOEs and applicant entities (AEs). The Chair of the forum will present these orally to the Board for its consideration at the meeting.

(c) Relations with stakeholders, intergovernmental and non-governmental organizations

50. ► **Action:** The Board may wish to consider draft "Modalities and procedures for direct communication with stakeholders", as contained in annex 9 to these annotations.

Background: The Board, through its CDM-MAP, requested the secretariat to prepare a proposal on modalities and procedures for differing forms of stakeholder interaction. The Board, at its sixtieth meeting,

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further considered the information note on measures to enhance communication with stakeholders and requested the secretariat to draft a procedure for direct communication with stakeholders in line with this information note, taking into account the inputs given by the Board, to be considered at a future meeting of the Board.

51. ► **Action:** The Board may wish to consider an update on the CDM events and workshops held until this sixty-second Board meeting, such as Validation and Verification Manual (VVM) workshops with a view to provide the Board with inputs for the Validation and Verification Standard (VVS).

Background: At its fifty-ninth meeting, the Board agreed on its CDM-MAP for 2011 to hold CDM events and workshops in order to enhance interaction with stakeholders and exchange views.

52. ► **Action:** The Board may wish to consider an update on the implementation of the CDM communication strategy.

Background: The Board, through its CDM-MAP for 2011, requested the secretariat to periodically provide an update on the implementation of the CDM communication strategy.

53. ► **Action:** The Board may wish to (a) agree to avail itself for informal briefings with registered observers in the afternoon of the last day of the meeting; and (b) invite members and alternates to share information on events in which they participated.

Background: On the occasion of the last meeting of the Board, the Chair and other members of the Board met with registered observers for an informal briefing and agreed to continue with such meetings in the afternoon of the last day of its future meetings, unless otherwise indicated.

54. ► **Action:** The Board may wish to take note of communications submitted by the public since the last meeting and agree on any actions, as appropriate.

Background: At its thirty-first meeting, the Board revised its procedures for public communication, as contained in annex 37 to its report. These procedures shall be followed with respect to all communications.

The following communication from **Designated National Authorities (DNAs) and/or governments** have been sent to the Board prior to its sixty-second meeting:

(a) Letter from Ms. Marcela Aguiñaga Vallejo, Ministry of Environment - DNA Ecuador, received on 24 June 2011, relating to recommendations on additionality for projects less or up to 5 MW.

The following communications from **Designated Operational Entities (DOEs)** have been sent to the Board prior to its sixty-second meeting:

(a) Letter from Mr. Hiroshi Motokawa, JQA, received on 17 May 2011, relating to clarifications on PA (Ref. 1721).

The following communications from other **stakeholders** have been sent to the Board prior to its sixty-second meeting:

(a) Letter from Ms. Eva Filzmoser, CDM Watch, received on 25 June 2011, relating to inadequacy of local stakeholder consultation for CDM Project Activity 3197;

(b) Letter from Mr. Steven Herz - Sierra Club and Ms. Eva Filzmoser - CDM Watch, received on 22 June 2011, relating to further concerns on CDM Project Activity 4629;

(c) Letter from Mr. André Fillet, Hydelec Madagascar S.A., received on 22 June 2011, relating to CDM Project Activity 3558;

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- (d) Letter from Ms. Antonia Vornier, CDM Watch, received on 17 June 2011, relating to concerns about proposed CDM Project Activity 4629;
- (e) Letter from Mr. Sergio Lozano García, Quimobásicos, S.A. de C.V., received on 16 June 2011, relating to the impact of draft Revision of AM0001 on project 0151;
- (f) Letter from Mr. S.K. Gupta, Kamal Engineering corporation, received on 13 June 2011, relating to a DOE misconduct;
- (g) Letter from Mr. Himanshu Thakkar, SANDRP, received on 08 June 2011, relating to objections to application of registration for Rampur Hydroelectric Project;
- (h) Letter from Mr. Lalit Kumar Singhanian, Indus Technical and Financial Consultant Ltd, received on 01 June 2011, relating to input on proposed revision to the “Guidelines on the assessment of investment analysis”;
- (i) Letter from Ms. Eva Filzmoser, CDM Watch, received on 26 May 2011, relating to a summary of concerns regarding project (Ref. 4072);
- (j) Letter from Mr. Steven Gray - CMIA, Mr. Henry Derwent - IETA, Mr. Gareth Phillips - PD Forum, received on 24 May 2011, relating to annex 5 of the agenda for EB 61;
- (k) Letter from Mr. Gareth Phillips, PD Forum, received on 24 May 2011, relating to comments on annotated agenda for EB 61;
- (l) Letter from Mr. Dan White, ITR, received on 24 May 2011, relating to input on SSC-WG 31st Meeting report.

(d) Other business

55. ► **Action:** The Board may wish to hold a discussion on objectives for the annual policy retreat of the Board with the secretariat, to be held back-to-back with the sixty-third meeting of the Board.

Background: The Board holds at least one strategy retreat a year to set strategic direction and plan annual priorities, within mandates given by CMP. The retreat in the third quarter is to define direction and priorities for the following year, for reporting to the CMP and as input to the preparation of the forthcoming CDM-MAP.

56. ► **Action:** The Board may wish to consider an initial analysis based on the comments of members received at the last meeting with regard to the recent developments and prospects in the carbon market and related governmental policies.

Background: The Board, at its sixty-first meeting, provided comments to the update on developments in carbon market activities and related policies and negotiations.

57. ► **Action:** The Board may wish to consider Analysis and recommendation on CDM documents to be translated into the United Nations (UN) official languages, as contained in annex 10 to these annotations.

Background: At its sixtieth meeting, the Board requested the secretariat to (a) make available summaries of its meeting reports into the six UN official languages; (b) prepare a recommendation on selected documents and products of the Board to be translated into the official languages and assess its financial implications taking into account the outcome of a secretariat's survey to CDM stakeholders on the documents and/or products of the Board that would be beneficial to increase the participation in the CDM if translated into these languages; and (c) to liaise with DNAs and other institutions to assess the already existing translated versions of CDM documentation.



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58. ► **Action:** The Board may wish to consider an update on the implementation of the learning management system (platform) and training activities already provided in 2011.

Background: The Board, at its forty-ninth meeting, in the agreed CDM-MAP for 2011, requested the secretariat to select and implement a Learning Management System (Learning Platform) to manage, track, deliver and report on training activities. It also requested the secretariat to design and deliver the Board training and the development programme and to report back.

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

VI. Conclusion of the meeting

60. ► **Action:** The Board may wish to agree the report of the sixty-second meeting.

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

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