



FRAMEWORK CONVENTION ON CLIMATE CHANGE - Secretariat
CONVENTION - CADRE SUR LES CHANGEMENTS CLIMATIQUES - Secrétariat

Date: 10 June 2002
Ref: CDM-EB-04

EXECUTIVE BOARD OF THE CLEAN DEVELOPMENT MECHANISM
FOURTH MEETING

Report

Date of meeting: 9 – 10 June 2002

Location: Bonn, Germany

Attendance:

The names of members and alternate members present at the meeting are in bolded character. In cases where only the name of the alternate member is bolded, the alternate participated as a member.

Member	Alternate
Mr. John W. Ashe ¹	Mr. Tuiloma Neroni Slade ¹
Mr. Jean-Jacques Becker ²	Mr. Martin Enderlin ²
Mr. John Shaibu Kilani ²	Mr. Ndiaye Cheikh Sylla ²
Mr. Luiz Gylvan Meira Filho ²	Mr. Eduardo Sanhueza ²
Mr. Sozaburo Okamatsu ²	Ms Sushma Gera ²
Mr. Oleg Pluzhnikov ¹	Ms Marina Shvangiradze ¹
Mr. Mohammad Reza Salamat ²	Mr. Chow Kok Kee ²
Mr. Hans Jürgen Stehr ¹	Mr. Georg Børsting ¹
Mr. Franz Tattenbach Capra ¹	Mr. Abdulmuhsen Al-Sunaid ¹
Mr. Abdelhay Zerouali ¹	Mr. Xuedu Lu ¹

¹ Term: 2 years e.g. 2001-03

² Term: 3 years e.g. 2001-04

Quorum (in parenthesis required numbers): **10** (7) members present of which **4** (3) from Annex I Parties and **6** (4) from non-Annex I Parties.

WWW broadcasting: <http://unfccc.int/cdm/prevmeeting.html> (else: <http://unfccc.int/cdm>)

Agenda item: 1. Adoption of the agenda

1. The board adopted the agenda as proposed.
2. The executive secretary of the UNFCCC, Ms. Joke Waller-Hunter, welcomed the board members and expressed her appreciation for the progress made so far as well as her expectation that the work of the executive board could proceed as planned so that the sustainable development benefits from CDM would be realized.

Agenda item: 2. Work plan until the eighth session of the Conference of the Parties**Sub-agenda item: (a) Accreditation process for operational entities**

3. The board considered a revised version of the draft technical paper on detailed procedures to operationalize accreditation (see attachment 1 of Annex 2 of the annotated agenda) and a set of forms proposed to launch the accreditation process (see list contained in attachment 2 of Annex 2 of the annotated agenda). The board requested the secretariat to circulate the further revised version of the document via list serve. It invited members and alternates to provide comments on the revised version until 25 June 2002, with a view to agreeing on the detailed procedures and a set of forms at its fifth meeting.
4. The board agreed to establish the CDM accreditation panel (CDM-AP) and designated Mr. Kilani and Mr. Pluzhnikov as chair and vice-chair of the CDM-AP.
5. The board agreed to select five members for the CDM-AP at its fifth meeting. It requested the secretariat to post on the UNFCCC CDM website an invitation for applications from 11 to 25 June 2002, with a view to identifying in particular additional qualified experts from the African, Central and Eastern European and Latin America and Caribbean regions. The secretariat shall compile a list of applications and short-list qualified candidates for a decision to be taken on the composition of the CDM-AP at its fifth meeting.
6. The board agreed that members of the CDM-AP shall be paid fees for attending meetings of the CDM-AP, in accordance with United Nations rules and regulations.
7. The board also agreed that members of accreditation teams (CDM-AT) shall be paid fees, in accordance with the United Nations rules and regulations, to undertake the assessment of an operational entity related to accreditation, re-accreditation, suspension or withdrawn.
8. The board agreed on a non-reimbursable application fee of US\$ 15,000 to be paid by applicant operational entities.

Sub-agenda item: (b) Simplified modalities and procedures for small-scale CDM project activities

9. The board took note of the report of the first meeting of the panel to recommend draft simplified modalities and procedures for small-scale CDM project activities (SSC Panel) and agreed to invite two members of the SSC Panel to make a presentation to the board at its fifth meeting on its recommendations on simplified modalities and procedures for small-scale CDM project activities.

Sub-agenda item: (c) Guidelines for methodologies for baselines and monitoring plans

10. At its third meeting, the board agreed to establish the panel which is to develop recommendations to the board on guidelines for methodologies for baselines and monitoring plans (Meth Panel), designated eight panel members and agreed to select one member from the Eastern European region and one additional candidate from the existing short list of candidates from Annex I Parties at its fourth meeting. Accordingly, the board selected Mr. Vladimir Khakimovich Berdin and Mr. Christophe de Gouvello as Meth Panel members. The complete list of panel members is contained in Annex 1.
11. The board agreed that the terms of reference of the Meth Panel should be expanded to include the consideration of proposed new methodologies for baseline and monitoring plans, in accordance with paragraph 38 of the M&P. In order to undertake this task, the board further agreed:

**CDM – Executive board**

- (a) To expand the period of work for this Meth Panel until the tenth meeting of the executive board;
- (b) That the Meth Panel, each time a new methodology is submitted to it, may select experts from a roster of experts, to be maintained by the secretariat, to obtain an appraisal of the validity of the methodology by undertaking a desk review;
- (c) That the Meth Panel, on the basis of this desk review, shall make a recommendation to the executive board no later than one (1) month after the receipt of a new methodology;
- (d) That members of the Meth Panel shall be paid fees for attending meetings of the Meth Panel, in accordance with the United Nations rules and regulations.

12. In accordance with paragraph 17 of decision 17/CP.7, the board agreed that a registration fee for proposed project activities shall be paid. It requested the secretariat to prepare a note on the amount to be charged and the procedures to be followed, for the consideration by the board via list serve for consideration by the board at its fifth meeting.

13. The board considered and undertook a preliminary review of the draft project design document (CDM-PDD). The board agreed to forward the CDM-PDD for consideration by the Meth Panel at its first meeting, with a view to the board finalizing a revised version at its fifth meeting.

Sub-agenda item: (d) Panels: Determination of terms of reference and selection of members

14. The board agreed to adopt the practice that members and alternates should not promote candidates being considered as members for a panel.

(i) Payment of fees

15. The board agreed that the payment of fees to members of a panel shall be decided depending of the terms of reference of the panel in question.

(ii) Availability of reports

16. The board agreed that reports from panels to the executive board shall be made publicly available, subject to the confidentiality provisions stipulated in paragraph 2 of rule 24 of the draft rules of procedure.

Sub-agenda item: (e) Modalities for collaboration with SBSTA

17. Mr. Tattenbach provided an oral report to the executive board on the ongoing deliberations of SBSTA at its sixteenth session on the development of terms of reference and an agenda for work relevant to definitions and modalities for including afforestation and reforestation projects under Article 12 in the first commitment period.

18. As Mr. Pluzhnikov and Mr. Salamat were unable to attend the consultations on registries, the secretariat reported on the progress made in this regard and that consultations were ongoing to prepare a first draft on technical standards for registries. The board noted the need to start the development of a CDM registry in an expedited manner, subject to the availability of resources.

Agenda item: 3. Other matters**Sub-agenda item: (a) Draft rules of procedure**

19. The board received a submission containing proposed revisions to the draft rules of procedure of the executive board from an alternate member and will discuss it at its fifth meeting.

**CDM – Executive board****Sub-agenda item: (b) Other**

20. The board agreed to reschedule its sixth meeting to a date in September 2002 to be suggested by the secretariat.
21. The board agreed on the attached provisional agenda for its fifth meeting (Annex 2) and invited comments to be provided until 25 June 2002.
22. The board agreed to continue to meet in the same type of arrangement as during its fourth meeting, with space being made available for 50 observers and to reconsider the issue when necessary. Observers to the fifth meeting of the executive board shall have registered with the secretariat at the latest by 10 July 2002 at 17:00 GMT.
23. The board agreed to further consider comments received by members and alternates on a draft note prepared by the secretariat in response to questions posed by the Prototype Carbon Fund (PCF) at its fifth meeting.
24. The board made an urgent appeal to Parties to provide resources for the prompt start of CDM so that work could continue as planned.

Agenda item: 5. Conclusion of the meeting

25. The chair summarized the main conclusions.

Sub-agenda item: (a) Summary of decisions

26. Any decisions taken by the board shall be made publicly available in accordance with paragraph 17 of the modalities and procedures annexed to decision 17/CP.7.

Sub-agenda item: (b) Closure

27. The chair closed the meeting.



Annex 1

MEMBERS OF THE PANEL ON GUIDELINES FOR METHODOLOGIES ON BASELINES AND MONITORING PLANS

Mr. Vladimir K. Berdin
Mr. Oscar Coto
Mr. Liu Deshun
Ms. Jane Ellis
Mr. Christophe de Gouvello
Ms. Sujata Gupta
Mr. Michael Lazarus
Mr. Roberto Schaeffer
Mr. Harald Winkler
Mr. Peter Zhou



Annex 2

**PROVISIONAL AGENDA FOR THE FIFTH MEETING OF THE EXECUTIVE BOARD
Bonn, 31 July – 1 August 2002**

1. Adoption of the agenda
2. Work plan until the eighth session of the Conference of the Parties
 - (a) Accreditation process for operational entities
 - (b) Simplified modalities and procedures for small scale CDM project activities
 - (c) Guidelines for methodologies for baselines and monitoring plans
 - (d) Modalities for collaboration with SBSTA
3. Other matters
 - (a) Draft rules of procedure
 - (b) Other business
4. Conclusion
 - (a) Summary of decisions
 - (b) Closure.
