



**UNITED
NATIONS**



**Framework Convention
on Climate Change**

Distr.
GENERAL

FCCC/KP/CMP/2009/18 (Part I)
19 November 2009

Original: ENGLISH

**CONFERENCE OF THE PARTIES SERVING AS THE
MEETING OF THE PARTIES TO THE KYOTO PROTOCOL**
Fifth session
Copenhagen, 7–18 December 2009

Item 7 of the provisional agenda
Issues relating to joint implementation

**Annual report of the Joint Implementation Supervisory Committee to
the Conference of the Parties serving as the meeting of the Parties
to the Kyoto Protocol**

Note by the secretariat*

Part I

Summary

This annual report of the Joint Implementation Supervisory Committee (JISC) to the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP) covers activities of the JISC during the period from 13 September 2008 to 23 October 2009, the closing date of the eighteenth meeting of the JISC.

The report recommends actions to be taken by the CMP at its fifth session. It also refers to work undertaken by the JISC during this reporting period, including the further operationalization of the verification procedure under the JISC, the associated project caseload and the operation of the joint implementation (JI) accreditation process. The report also highlights the areas of governance, management and resources, in particular noting the need for adequate and predictable resources to ensure effective implementation of JI activities. Based on this information, the CMP may wish to provide further guidance on JI to the JISC.

* This document was submitted after the due date in order to take into account the outcomes of the eighteenth meeting of the Joint Implementation Supervisory Committee.

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I. Executive summary

1. This annual report of the Joint Implementation Supervisory Committee (JISC) to the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP) covers joint implementation activities during the period from 13 September 2008 to 23 October 2009, the closing date of the eighteenth meeting of the JISC. During this period the JISC held six meetings and one round-table consultation with stakeholders. In addition, the secretariat organized a technical workshop on joint implementation (JI), to which it invited a wide range of stakeholders. The report does not cover the period from 24 October to 6 December 2009; however, the Chair of the JISC, Mr. Derrick Oderson, will highlight any relevant matters during this period in his oral report to the CMP at its fifth session.

2. The report recommends action to be taken by the CMP at its fifth session. It also refers to work undertaken by the JISC during the reporting period, including the further operationalization of the verification procedure under the JISC (hereinafter referred to as the Track 2 procedure), the associated project caseload and the operation of the JI accreditation process. Based on this information, the CMP may wish to provide further guidance on JI to the JISC.

3. The report also highlights the areas of governance, management and resources, which are critical to ensuring the efficient, cost-effective and transparent functioning of the JISC. With regard to the status of the Track 2 procedure, it notes that 197 project design documents (PDDs) have been submitted and published on the UNFCCC JI website and that nine positive determinations regarding PDDs have been deemed final by the JISC. The 197 JI projects described in the PDDs would achieve emission reductions of approximately 320 million tonnes of carbon dioxide equivalent (t CO₂ eq) during the first commitment period of the Kyoto Protocol. The nine projects that have received positive determinations would achieve reductions of 19 million t CO₂ eq in the same period.

4. The JISC, in the JI management plan for 2010–2011,¹ notes that while it has reduced the annual budget compared with 2009, the work on JI for the biennium 2010–2011 will have to rely almost entirely on voluntary contributions by Parties, and reiterates the urgent need for adequate and predictable resources to implement its activities. The JISC notes that a lack of such contributions could result in some of the envisaged work and planned activities with regard to the consideration of determinations and the accreditation of independent entities (IEs) not being undertaken.

II. Introduction

A. Mandate

5. The CMP, by its decision 10/CMP.1, established the JISC to supervise, inter alia, the verification of emission reduction units generated by projects under Article 6 of the Kyoto Protocol (hereinafter referred to as JI projects), in accordance with the guidelines for the implementation of Article 6 of the Kyoto Protocol (hereinafter referred to as the JI guidelines).²

6. The JI guidelines require that the JISC report on its activities to each session of the CMP and that the CMP provide guidance regarding the implementation of Article 6 of the Kyoto Protocol and exercise authority over the JISC.

¹ FCCC/KP/CMP/2009/18 (Part II).

² Decision 9/CMP.1, annex.

B. Scope of the report

7. This report provides information on the work undertaken by the JISC since its written report to the fourth session of the CMP.³ The JISC has been operating the Track 2 procedure⁴ since October 2006, when operationalization was completed. The report gives information on the decisions and actions taken by the JISC to further improve the operation of the Track 2 procedure and highlights issues that the CMP may wish to consider at its fifth session. It also addresses governance issues, notably measures undertaken to ensure the efficient, cost-effective and transparent functioning of the JISC, as well as resource requirements for the work on JI during the 2010–2011 biennium.

8. The report covers the period from 13 September 2008 to 23 October 2009 (the reporting period). The period from 24 October to 6 December 2009 is not covered; however, the Chair will highlight any relevant matters concerning this period in his oral report to the CMP at its fifth session.

9. The report highlights the work accomplished and challenges faced over the reporting period and summarizes the status of JI-related matters handled by the JISC during this period. Full details on the operation and functions of the JISC are available on the UNFCCC JI website, which is the central repository for reports of JISC meetings and documentation adopted by the Committee.⁵

C. Action to be taken by the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol

10. After reviewing the annual report of the JISC and taking note of all matters agreed by the Committee, the CMP, at its fifth session, may wish:

- (a) To provide further guidance relating to JI, in particular to the JISC;
- (b) To take note of the JI management plan covering the biennium 2010–2011;
- (c) To adopt the revision to the rules of procedure of the JISC (see annex I);
- (d) To endorse the revision to the fee structure adopted by the JISC (see annex II);
- (e) To adopt the joint implementation programme of activities design document form (see annex III);
- (f) To urge Parties included in Annex I to the Convention (Annex I Parties) to make contributions to the Trust Fund for Supplementary Activities for funding the work on JI in the biennium 2010–2011, at a level that would allow the full implementation of the JI management plan for the biennium;
- (g) To elect one member and one alternate member to the JISC from each of the following constituencies for a term of two years, based on nominations received:
 - (i) Annex I Parties that are undergoing the process of transition to a market economy;
 - (ii) Other Annex I Parties;
 - (iii) Alliance of Small Island States.

³ FCCC/KP/CMP/ 2008/3 (Part I).

⁴ Defined in paragraphs 30–45 of the JI guidelines.

⁵ Further details on operations, functions, agreements and decisions of the JISC are also available on the UNFCCC JI website <<http://ji.unfccc.int>>.

- (h) To elect two members and two alternate members to the JISC from Parties not included in Annex I to the Convention (non-Annex I Parties) for a term of two years, based on nominations received.

11. As at the date of this report, the JISC was not able to appoint a new member to replace the member who had resigned as of 30 September 2009, since no nomination had been received from the constituency concerned. The CMP may, therefore, need to elect an additional member from an Annex I Party that is undergoing the process of transition to a market economy to replace the resigned member for the remainder of his term (see para. 45 below).

III. Work undertaken since the report of the Joint Implementation Supervisory Committee to the fourth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol

A. Summary of the work undertaken

12. With the official launch of the Track 2 procedure in October 2006, the JISC shifted its focus to the operation of the procedure. Over the past three years it has handled project-related submissions and worked, including through its accreditation panel (JI-AP), on the accreditation of IEs. Moreover, it has issued guidance and clarifications, where necessary, with regard to both the Track 2 procedure and the accreditation procedure.

13. To ensure that information on decisions by the JISC and the processes leading thereto was effectively communicated, members and alternate members of the JISC, and the secretariat, convened and/or took part in a number of events at which the processes were explained and results presented. The JISC took note of the interests and concerns of stakeholders and, wherever feasible and appropriate, sought to take them into account through improvements to the processes and procedures.

14. The JISC has prepared a JI management plan⁶ for the biennium 2010–2011, taking into account a proposal by the Executive Secretary and with the assistance of the secretariat. This plan has been formulated to ensure adequate support to the JISC and its work, aiming to make best use of time and resources in handling the workload and meeting future challenges.

15. In summary, the JISC has performed its functions and tasks efficiently and effectively.

B. Verification procedure under the Joint Implementation Supervisory Committee

16. Since the launch of the Track 2 procedure, the work of the JISC has focused largely on the consideration of project submissions. However, the JISC has continued to improve upon the Track 2 procedure, through consultations with and taking into account the needs of the stakeholders concerned, where appropriate.

⁶ FCCC/KP/CMP/2009/18 (Part II).

1. Operation of the Track 2 procedure

17. As at 23 October 2009, 197 PDDs had been submitted and made publicly available on the UNFCCC JI website in accordance with paragraph 32 of the JI guidelines. During the first commitment period of the Kyoto Protocol, all these projects combined would achieve reductions of emissions by sources of approximately 320 million t CO₂ eq.⁷

18. In total, 14 determinations regarding PDDs have been published on the UNFCCC JI website in accordance with paragraph 34 of the JI guidelines, of which:

- (a) Nine positive determinations regarding PDDs for projects located in three host Parties⁸ were deemed final in accordance with paragraph 35 of the JI guidelines. During the first commitment period of the Kyoto Protocol, these projects would achieve reductions of emissions by sources of approximately 19 million t CO₂ eq;⁹
- (b) One determination was rejected by the JISC;
- (c) Three determinations are open for review and one is under review.

19. Detailed information on the determinations referred to in paragraph 18 above is available under “JI Projects” on the UNFCCC JI website.

2. Further operationalization of the Track 2 procedure

20. During the reporting period, the JISC also considered ways to enhance the efficiency and smooth operation of the Track 2 procedure, as follows:¹⁰

- (a) At its thirteenth meeting, the JISC adopted:
 - (i) Glossary of joint implementation terms (version 01);
 - (ii) Procedures for the withdrawal of submissions under the verification procedure under the Joint Implementation Supervisory Committee (version 01);
 - (iii) Procedures for requests for clarification under the verification procedure under the Joint Implementation Supervisory Committee (version 01);
 - (iv) Clarification regarding overlapping monitoring periods under the verification procedure under the Joint Implementation Supervisory Committee (version 01);
- (b) At the same meeting, the JISC agreed on revisions to four existing documents and adopted:
 - (i) Clarification regarding the public availability of documents under the verification procedure under the Joint Implementation Supervisory Committee (version 03);
 - (ii) Guidelines for users of the joint implementation project design document form (version 03);
 - (iii) Guidelines for users of the joint implementation project design document form for small-scale projects and the form for submission of bundled joint implementation small-scale projects (version 03);

⁷ This figure is based on the indications given in the PDDs, as determined by the IE.

⁸ Bulgaria, Lithuania and Ukraine.

⁹ This figure is based on the indications given in the PDDs, as determined by the IE.

¹⁰ See <http://ji.unfccc.int/Sup_Committee/Meetings/index.html>.

- (iv) Guidelines for users of the joint implementation land use, land-use change and forestry project design document form (version 03);¹¹
- (c) At its fifteenth meeting, the JISC agreed on the scope of a determination and verification manual (DVM) and considered the first draft of procedures for programmes of activities (PoA) under the verification procedure under the JISC. The JISC made progress on the development of a DVM and procedures for PoA over the course of the sixteenth, seventeenth and eighteenth meetings. The JISC undertook calls for public inputs on these matters and engaged stakeholders in two consultations, that is, at the round-table consultation in June 2009 and during the UNFCCC technical workshop on JI in Kiev, Ukraine, 8–9 September 2009;
- (d) At the same meeting, the JISC agreed on revisions of two existing procedures and adopted:
 - (i) Procedures for communication of the public with the Joint Implementation Supervisory Committee (version 2);
 - (ii) Procedures for the withdrawal of submissions under the verification procedure under the Joint Implementation Supervisory Committee (version 02);
- (e) At its eighteenth meeting, the JISC agreed on the procedures for PoA and adopted:
 - (i) Procedures for programmes of activities under the verification procedure under the Joint Implementation Supervisory Committee (version 01);
 - (ii) Joint implementation programme of activities design document form (version 01) provided as annex III to this report for adoption by the CMP;
 - (iii) Guidelines for users of the joint implementation programme of activities design document form (version 01);
 - (iv) Glossary of joint implementation terms (version 02);
- (f) During the course of the development of a DVM, both the JISC and stakeholders identified the need for further revision to or clarification of existing documents adopted by the JISC. The JISC identified priority areas in this respect at its seventeenth meeting, and at its eighteenth meeting started considering revisions to some of the existing documents. In this context, the JISC, at its eighteenth meeting, agreed on revisions of five existing documents and adopted:
 - (i) Guidance on criteria for baseline setting and monitoring (version 02);
 - (ii) Provisions for joint implementation small-scale projects (version 03);
 - (iii) Guidelines for users of the joint implementation project design document form (version 04);
 - (iv) Guidelines for users of the joint implementation project design document form for small-scale projects and the form for submission of bundled joint implementation small-scale projects (version 04);

¹¹ The documents mentioned in paragraph 20 (b) (ii–iv) were adopted to ensure consistency with existing JISC documents and the glossary of JI terms adopted at the same meeting.

- (v) Guidelines for users of the joint implementation land use, land-use change and forestry project design document form (version 04).

C. Accreditation of independent entities

21. The JI-AP held seven meetings during the reporting period. Since the announcement on 26 October 2006 that the JI accreditation process would start on 15 November 2006, 15 applications for accreditation from IEs have been received. All of these applications are from entities that also applied for accreditation under the clean development mechanism (CDM); 13 of these may act provisionally as accredited independent entities (AIEs) under JI for at least one function (determination regarding a PDD or determination of reductions of emissions by sources or enhancements of removals by sinks) in at least one sectoral scope until the JISC takes a final accreditation decision on these entities, in accordance with decision 10/CMP.1, paragraph 3, and the JISC clarification regarding conditions for designated operational entities for acting provisionally as AIEs.¹²

22. The JI-AP has established JI assessment teams (JI-ATs) for all 15 applications for accreditation by selecting experts from the roster of experts established for this purpose. There are currently 41 experts on the roster, selected from five public calls in total, of which two calls were conducted during the reporting period. Based on the assessment work of the JI-ATs, the JI-AP issued an indicative letter (a letter indicating successful completion of the desk review and the on-site assessment) to six applicant IEs during the reporting period, leading to the issuance of an indicative letter to 14 applicant IEs in total by the end of the reporting period.

23. The JISC, based on the recommendations by the JI-AP, accredited the following three IEs at its fourteenth, fifteenth and sixteenth meetings, respectively:

- (a) TÜV SÜD Industrie Service GmbH;
- (b) SGS United Kingdom Ltd.;
- (c) Bureau Veritas Certification Holding SAS.

24. At its thirteenth meeting, the JISC, following the recommendation by the JI-AP, adopted:

- (a) “Procedure for accrediting independent entities by the Joint Implementation Supervisory Committee (version 04)”, modifying, inter alia, the accreditation term from three to five years, and the timing of witnessing activities, allowing for accreditation for all sectoral scopes applied for upon successful completion of a single witnessing activity, subject to subsequent confirmation of accreditation through successful completion of an ex-post witnessing activity for each sectoral group that has not been witnessed;
- (b) List of sectoral scopes (version 02);
- (c) Clarification regarding identification of witnessing opportunities by designated operational entities acting provisionally as accredited independent entities (version 02).

25. At its fourteenth meeting, the JISC agreed to appoint Ms. Fatou Gaye and Mr. Oleg Pluzhnikov as Chair and Vice-Chair of the JI-AP, respectively.

26. At the same meeting, the JISC, based on the recommendation by the JI-AP, agreed on revisions to two existing clarifications and adopted:

¹² <<http://ji.unfccc.int/Ref/Guida.html>>.

- (a) Clarification regarding scopes and steps of witnessing activities under the JI accreditation procedures (version 03);
- (b) Clarification regarding responsibility of accredited premises of accredited independent entities (version 02).

27. Following the resignation of a JI-AP member, Mr. Massamba Thioye, as of 31 March 2009, and based on the result of a subsequent call for experts, the JISC, at its fifteenth meeting, selected Mr. Dmytro Paderno as a new JI-AP member. Mr. Paderno took up his duties on 27 April 2009 and started participating in JI-AP meetings from the seventeenth meeting.

28. At its fifteenth meeting, the JISC, based on the recommendation by the JI-AP, adopted “Indicative level of fees to be paid to joint implementation assessment teams by applicant independent entity or accredited independent entity (version 03)”, intending to accommodate the cases where JI-AT members are requested to perform additional tasks after the completion of an on-site assessment or a witnessing activity.

29. At its seventeenth meeting, the JISC elected the following three experts as members of the JI-AP for a term starting from its twentieth meeting for two years, replacing three existing members whose term ends on the day before the twentieth meeting: Mr. Pierre Boileau, Ms. Anastasia Moskelenko and Mr. Takashi Otsubo.

30. At its seventeenth meeting, the JISC, following the recommendation by the JI-AP, adopted “Procedure for accrediting independent entities by the Joint Implementation Supervisory Committee (version 05)”, introducing/revising provisions to strengthen the monitoring of performance of AIEs and streamline some assessment steps.

31. The JISC noted that the JI-AP has been considering measures to further improve the JI accreditation process, inter alia:

- (a) Elaboration of JI accreditation standards/requirements;
- (b) Management of JI-AT experts, including the development of an on-line training course for experts on the roster.

32. The JISC expressed its appreciation of the efficient work of the JI-AP and the resulting progress made in the JI accreditation process during the reporting period.

IV. Governance matters

A. Provisions for charging fees

1. Mandate and background

33. The CMP, by its decision 10/CMP.1, requested the JISC to develop provisions for charging fees to cover administrative costs relating to the activities of the JISC. The JISC developed these provisions and subsequently reported to the CMP at its second session. By its decision 3/CMP.2, the CMP endorsed the fee structure developed by the JISC and requested the JISC to report annually to the CMP on the revenue received by the secretariat to cover administrative costs relating to the activities of the JISC, with a view to reviewing these arrangements as necessary.

34. At its eighth meeting, the JISC revised the fee structure to incorporate preferential treatment of JI small-scale projects and subsequently submitted it to the CMP for endorsement at its third session. By its decision 3/CMP.3, the CMP endorsed the revised fee structure proposed by the JISC. In the same decision, the CMP noted that income from fees to cover administrative costs relating to the activities of

the JISC will accrue during the biennium 2008–2009 and that income from fees may cover the administrative expenses only as of 2010 at the earliest.

2. Actions undertaken

35. In reporting to the CMP on revenues received (see chapter V), the JISC intends to bring to the attention of the CMP the limited revenues that have accrued to date from the charging of fees. As a result of this situation, from 2010 it will not be possible for the income from fees to fully cover expenses.

36. At its seventeenth and eighteenth meetings, the JISC considered possible revisions to the fee structure endorsed by the CMP through decision 3/CMP.3, which would take into account the development of procedures for PoA and ensure an adequate level of fees. On the basis of this consideration, the JISC adopted “Draft provisions for the charging of fees to cover administrative costs relating to the activities of the Joint Implementation Supervisory Committee (version 03)”, as contained in annex II, and agreed to submit it to the CMP for endorsement at its fifth session, after which it would enter into force.

37. At each of its meetings during the reporting period, the JISC took note of the status of revenues received by the secretariat up to that date from fees to cover administrative costs relating to JISC activities. By the end of the reporting period, revenues amounting to USD 1.2 million had been received from the fees for the processing of verification reports (including advance payments upon submission of determination reports). No application fee for accreditation was received during the reporting period as there were no new applications for accreditation in the same period.

B. Cooperation with other bodies and stakeholders

1. Mandate and background

38. The CMP, by its decision 10/CMP.1, encouraged the JISC to collaborate with:

- (a) The Executive Board of the CDM;
- (b) The Compliance Committee under the Kyoto Protocol, in particular with regard to the list of Parties referred to in paragraph 27 of the JI guidelines;
- (c) The designated focal points (DFPs) for Article 6 under the Kyoto Protocol;
- (d) Observers to meetings of the JISC, referred to in paragraph 18 of the JI guidelines, through regular question-and-answer sessions held in this context.

2. Actions undertaken

39. At each meeting, the JISC discussed cooperation with other bodies, taking into account the request of the CMP by its decision 10/CMP.1 (referred to in para. 38 above), and agreed that, in addition to its regular interactions (see paras. 41–43 below), it would collaborate as and when the need arises. With regard to collaboration with the CDM Executive Board, communication has continued as necessary in the area of accreditation through the accreditation panels of the JISC and the CDM Executive Board.

40. In relation to the mandate referred to in paragraph 38 (c) above, the JISC noted the information on the DFPs and national guidelines and procedures for approving JI projects submitted to date by Parties in accordance with paragraph 20 of the JI guidelines, and encouraged the Parties that have not submitted the information to do so. In order to ensure opportunities to interact and collaborate, DFPs were invited to participate in the technical workshop on JI referred to in paragraph 20 (c) above. Although participation was limited, this allowed for some interaction between the JISC and DFPs as well as other JI stakeholders. The JISC agreed to reinstate its survey of DFPs with regard to their expectation of

approving JI projects and will consider other means to engage DFPs, including DFP-specific events, over the course of the 2010–2011 biennium.

41. Based on the decision at its tenth meeting,¹³ the JISC continued its regular interaction with applicant IEs and AIEs, encouraging them to provide written inputs and inviting the Chair of the DOE/AIE Coordination Forum to each JISC meeting, in order to promote interaction. Based on the same decision, the secretariat also continued to provide support to the activities of the forum.

42. Since its sixteenth meeting, the JISC has been discussing the possibility of establishing a communication channel with project participants (e.g. provision of regular inputs at JISC meetings). In this context, the JISC invited the Joint Implementation Action Group and the Project Developer Forum to its recent meetings in order for them to be able to interact on a provisional basis with the JISC and express their interest in collaborating with the JISC.

43. With regard to the mandate referred to in paragraph 38 (d) above, the JISC has continued to have question-and-answer sessions with registered observers at each of its meetings and to webcast these sessions.¹⁴

C. Membership

44. The CMP, by its decision 9/CMP.1, established the JISC and subsequently elected members and alternate members of the JISC in accordance with paragraphs 4, 5, 6 and 8 of the JI guidelines. At its third and fourth sessions, the CMP elected members and alternate members to replace those whose terms were ending (see table 1). At its fourteenth meeting, the JISC elected by consensus Mr. Derrick Oderson, a member from a non-Annex I Party, as its Chair, and Mr. Vlad Trusca, a member from an Annex I Party, as its Vice-Chair. The tenures of the Chair and Vice-Chair will end immediately before the first meeting of the JISC in 2010.

45. During the reporting period Mr. Trusca resigned as of 30 September 2009. The JISC decided to request the relevant constituency to nominate a new member, in accordance with rule 8 of the rules of procedure of the JISC. As at 23 October 2009, the relevant constituency had not nominated a replacement; in the absence of a nomination the CMP may elect a replacement member at its fifth session in conjunction with the regular election of members and alternate members.

46. Following the announcement of the resignation of Mr. Trusca as a JISC member, the JISC, at its seventeenth meeting, elected Mr. Benoît Leguet, a member from an Annex I Party, to the position of Vice-Chair, effective as of 1 October 2009 for the remainder of the term.

47. The JISC, at its seventeenth meeting, agreed to recommend to the CMP for adoption a revised rules of procedure of the JISC (attached to this report as annex I). The revisions were made in order to clarify the application of the rules concerning the terms of alternate members of the JISC.

¹³ The JISC, at its tenth meeting, decided to recognize the DOE/AIE Coordination Forum (DOE = designated operational entity) as a communication channel between the JISC and applicant IEs and AIEs.

¹⁴ <http://ji.unfccc.int/Sup_Committee/Meetings>.

Table 1. Members and alternate members of the Joint Implementation Supervisory Committee as elected by the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol at its fourth session

Members	Alternate members	Constituency
Mr. Olle Björk ^a	Mr. Franzjosef Schafhausen ^a	Other Annex I Parties
Mr. Hiroki Kudo ^b	Mr. Anton Beck ^b	Other Annex I Parties
Mr. Benoît Leguet ^b (Vice-Chair)	Mr. Evgeny Sokolov ^b	Other Annex I Parties
Mr. Muhammed Quamrul Chowdury ^a	Mr. Maosheng Duan ^a	Non-Annex I Parties
Mr. Carlos Fuller ^a	Mr. Javier Andrés Hubenthal ^a	Non-Annex I Parties
Ms. Fatou Gaye ^b	Mr. Benjamin Longo Mbenza ^b	Non-Annex I Parties
Mr. Derrick Oderson ^a (Chair)	Ms. Ngedikes Olai Uludong-Polloi ^a	Alliance of Small Island States
Mr. Oleg Pluzhnikov ^a	Ms. Agnieszka Gałan ^a	Annex I Parties with economies in transition
Ms. Georgiy Geletukha ^b	Mr. Yoncho Georgiev Pelovski ^b	Annex I Parties with economies in transition
Mr. Vlad Trusca ^{b, c}	Mr. Irina Voitekhovitch ^b	Annex I Parties with economies in transition

^a Term: two years, ending immediately before the first meeting of the Joint Implementation Supervisory Committee (JISC) in 2010.

^b Term: two years, ending immediately before the first meeting of the JISC in 2011.

^c Resigned as of 30 September 2009.

D. Calendar of meetings in 2009

48. The JISC adopted a tentative meeting schedule for 2009 at its thirteenth meeting, and revised it at its subsequent meetings as necessary (see table 2). Although the JISC had considered the possibility of scheduling only five meetings, it decided to schedule six in order to enable it to make every effort to complete its work on a DVM and procedures for PoA by the end of 2009.

Table 2. Joint Implementation Supervisory Committee meetings in 2009

Meeting	Date	Location
Fourteenth	17–18 February	UNFCCC headquarters, Bonn, Germany
Fifteenth	21–22 April	UNFCCC headquarters, Bonn, Germany
Sixteenth	17–18 June	UNFCCC headquarters, Bonn, Germany (in conjunction with the meetings of the subsidiary bodies)
Seventeenth	10–11 September	Kiev, Ukraine
Eighteenth	22–23 October	UNFCCC headquarters, Bonn, Germany
Nineteenth	3–4 December	Copenhagen, Denmark (in conjunction with the fifth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol and the meetings of the subsidiary bodies)

49. The annotated agendas for the JISC meetings, as well as documentation supporting agenda items, and reports containing all agreements reached by the JISC, are available on the UNFCCC JI website.

50. To ensure the efficient organization and management of work, the meetings of the JISC in the reporting period were always preceded by one-day informal consultations.

51. The JISC expressed its appreciation of the offer by the Government of Ukraine to host the seventeenth meeting of the JISC and the sixth UNFCCC technical workshop on JI. The JISC noted in particular the value of holding meetings and events in countries that are active in JI.

E. Transparency, communication and information

52. Rule 21 of the rules of procedure of the JISC requires that the work of the JISC be transparent, subject to the need to protect confidential information. This encompasses the timely public availability of documentation and the provision of channels through which comments by all Parties and all UNFCCC accredited observers and stakeholders can be submitted for consideration by the JISC.¹⁵ Rule 20 of the rules of procedure of the JISC requires that documentation be made available via the Internet.¹⁶ Furthermore, the JI guidelines (in particular para. 16) require that decisions by the JISC be made available to the public.

53. The UNFCCC JI website is the principal means by which these requirements are met. It contains reports of JISC meetings, documentation on all matters adopted by the JISC, and documentation relating to operations and functions of the JISC, the JI-AP, AIEs and the secretariat. It also functions as a database of all JI projects, covering both Track 1 projects and projects submitted to the Track 2 procedure.¹⁷ It provides information on DFPs (e.g. contacts) and host Parties' national guidelines and procedures for approving JI projects. In addition, the website contains a wide range of background information relating to JI (ranging from CMP decisions to summaries of relevant regulations). Furthermore, it provides, as appropriate, interfaces for public input on various topics as deemed necessary by the JISC and for experts to apply for membership of supporting bodies (e.g. the JI-AP). Linked to the website is the JI news facility, which sends the latest information on JI by e-mail to more than 1,600 subscribers.¹⁸

54. The secretariat also operates two extranets, one for the JISC and one for the JI-AP, and over 60 listservs to promote the efficient, cost-effective and transparent exchange of information between the JISC, the JI-AP, JI-ATs and the secretariat. These electronic facilities are essential for the smooth and cost-effective functioning of the Track 2 procedure. Additional extranets, improved contact and expert roster interfaces and a messaging centre to facilitate communications relating to the Track 2 procedure and the accreditation process under the JISC may be added in future.

55. In accordance with paragraph 18 of the JI guidelines and rule 22 of the rules of procedure of the JISC, all Parties and UNFCCC accredited observers and stakeholders may attend JISC meetings as observers, except where otherwise decided by the JISC, provided they register at least two weeks before the meeting. The JISC always allocates time for interaction with observers at each meeting. In addition, the JISC held question-and-answer sessions as side events of the fourth session of the CMP and the thirtieth sessions of the Subsidiary Body for Implementation and the Subsidiary Body for Scientific and Technological Advice which were open to all participants of the sessions.¹⁹

56. In order to make its work more transparent, the JISC webcasts its meetings and question-and-answer sessions, to the extent possible.²⁰

¹⁵ At its first meeting, the JISC had agreed that communications received by the secretariat that were addressed to the JISC, or its members and alternate members, would be made available on the JISC extranet and that all such communications would receive a standard acknowledgement of receipt. On this basis, the JISC, at its seventh meeting, agreed on procedures for communication of the public with the JISC. At its fifteenth meeting the procedures were revised.

¹⁶ The documentation includes agendas, draft work programmes and annotations to proposed agendas.

¹⁷ Track 1 projects are JI projects implemented under paragraph 23 of the JI guidelines.

¹⁸ As at 23 October 2009.

¹⁹ <<http://ji.unfccc.int/Workshop>>.

²⁰ <http://ji.unfccc.int/Sup_Committee/Meetings> and <<http://ji.unfccc.int/Workshop>>.

57. In addition, the sixth technical workshop on JI referred to in paragraph 20 (c) above was held.²¹ Organized by the secretariat, the workshop brought together JISC members and alternate members, and about 200 stakeholders in the JI process, including DFPs, IEs, non-governmental and intergovernmental organizations, project participants, project developers and consultants. Workshop participants shared experiences, views and information on JI and the progress of the work of the JISC, and provided inputs on specific topics, in particular with regard to a DVM and procedures for PoA that were under development by the JISC. The JISC also had an opportunity to collect stakeholders' inputs on the development of a DVM and procedures for PoA at round-table consultations that it held in June 2009.

58. The JISC also launched several calls for public inputs on various issues in the course of the reporting period.

59. The JISC has taken note of concerns and suggestions raised during its interactions with various stakeholders in the JI process, and has striven to give them due consideration in the implementation of its work programme. Additionally, concerns have been raised with regard to the need for clarity about the role of JI beyond the first commitment period of the Kyoto Protocol and the need for continuing to explore ways to enhance the implementation of the verification procedure under the JISC.

F. Role of the secretariat

60. The UNFCCC secretariat services the JISC, in accordance with paragraph 19 of the JI guidelines and rule 28 of the rules of procedure of the JISC.

61. The secretariat provided administrative, logistical and substantive support to six JISC meetings and seven JI-AP meetings during the reporting period. It also administered the workflows behind the processes (project cycle and accreditation), developed and maintained the JI information system and the web interfaces to enable calls for experts and public input, and responded to external queries.

62. The secretariat has maintained and is further developing the JI information system for supporting the workflow associated with the Track 2 procedure and the necessary interface with the international transaction log (ITL) to ensure timely and accurate communication of JI-project-related information to the ITL.

63. The CMP, by its decision 3/CMP.3, requested the secretariat, inter alia, with a view to establishing an overview of all JI projects, to develop a web-based interface that shall be used by DFPs of Parties that have provided information in accordance with paragraph 20 of the JI guidelines and host JI projects:

- (a) To provide transparent access to project information published in accordance with paragraph 28 of the JI guidelines;
- (b) To provide information to the ITL on the establishment of JI projects implemented in accordance with paragraph 23 of the JI guidelines (also referred to as JI Track 1 projects);
- (c) To receive project identifiers of JI projects issued by the JI information system, thereby ensuring their uniqueness, and used by the ITL.

²¹ A report is available at <<http://ji.unfccc.int/Workshop>>.

64. Based on this request, the secretariat continued to maintain, and revised as necessary, the interface on the UNFCCC JI website and ensured that DFPs could access the interface. This interface provides an overview of all JI projects (Track 1 and Track 2).²²

65. In the course of the 2008–2009 biennium the number of secretariat staff supporting the JISC has slowly increased to reach a level where timely and adequate support to the process can be maintained. Although further growth is not envisaged at present, pending developments in JI, the secretariat may need additional staff as the process evolves or the caseload increases. To ensure an adequate long-term provision of timely, high-quality support to the JISC and the JI-AP, particularly with respect to case handling under the project cycle and accreditation, the resources requirement will need to be carefully reviewed in line with the progress of the work associated with the procedures, as reflected in the JI management plan for 2010–2011.²³

66. The secretariat undertook fund-raising in support of the work on JI, managed contributions from Parties, and reported regularly to the JISC on the status of resources (see chapter V below).

V. Resources

A. Joint implementation management plan 2010–2011

67. The CMP, by its decisions 3/CMP.2, 3/CMP.3 and 5/CMP.4, requested the JISC to keep the JI management plan under review and make adjustments as necessary to continue ensuring the efficient, cost-effective and transparent functioning of the JISC.

68. At its eighteenth meeting, the JISC considered the outline of the JI management plan for 2010–2011 presented by the secretariat, and requested the secretariat to finalize it in consultation with the Chair of the JISC and submit it to the CMP in conjunction with this report. Accordingly, the secretariat finalized the management plan as contained in document FCCC/KP/CMP/2009/18 (Part II). The plan takes into account the potential increase in workload with regard to the project cycle caseload and ongoing work on the accreditation of IEs, as well as the continued uncertainty concerning the level of activities to be undertaken. Costs associated with the activities of the JISC have been contained as far as possible, while ensuring the efficiency of the work of the JISC. As a result, the management plan for 2010–2011 presents a decrease in the year to year costs from 2009 to 2010–2011.

69. The JISC noted the need, in accordance with decision 3/CMP.2, to develop appropriate management indicators. It has implemented some initial indicators over the last year, and, pending review of its experience with these, it will, with the assistance of the secretariat, refine the indicators and subsequently report to the CMP.

²² <http://ji.unfccc.int/JI_Projects/ProjectInfo.html>.

²³ FCCC/KP/CMP/2009/18 (Part II).

B. Resources for the work on joint implementation

70. During the reporting period, the JISC monitored and reviewed the status of resources for the work on JI, based on reports by the secretariat. Information and resource requirements were developed and maintained by the secretariat on the major activity areas: meetings and activities of the JISC; activities relating to the project cycle, including the handling of submissions of PDDs, determinations, monitoring reports and verifications; activities relating to the accreditation of IEs, including meetings of the JI-AP; and technical workshops and stakeholder consultations. This information was used for fund-raising, and has been included in the JI management plan. Updated information on resource availability is also included in the plan.

71. Annex IV to this document contains a summary of contributions by Parties to support work on JI in 2008–2009. The contributions for the biennium amounted to USD 1.7 million. These contributions are acknowledged with appreciation by the JISC.

72. The CMP, by its decision 9/CMP.1, decided that administrative costs arising from procedures contained in the JI guidelines relating to the functions of the JISC shall be borne both by Annex I Parties and by the project participants, according to specifications set out in a decision by the CMP at its first session. In this context, the CMP, by its decision 10/CMP.1, requested the JISC to develop provisions for charging fees. The JISC developed these provisions and subsequently reported to the CMP at its second session. At its eighth meeting, the JISC agreed to recommend a revision to the fee structure, which was endorsed by the CMP at its third session. At its eighteenth meeting, the JISC agreed to recommend a further revision to the fee structure to the CMP for endorsement at its fifth session (see paragraphs 33–34 and 36 above).

73. At the end of the reporting period, the shortfall was USD 1.0 million for the remainder of the 2008–2009 biennium, based on the budget as contained in the JI management plan for 2008–2009. It should also be noted that with the agreed provisions on fees referred to in paragraphs 33–34 above, the total revenues from the fees for processing verification reports amounted to USD 1.2 million at the end of the reporting period, far from adequate for funding the work of the JISC from 2010 from this source. Therefore, as presented in the JI management plan for 2010–2011, with the lack of UNFCCC core budget funding from 2010 onwards and setting aside the revenues from the fees for processing verification reports to establish a reserve of funds in 2012, the administrative expenses for implementing Article 6 of the Kyoto Protocol will need to be covered almost entirely by voluntary contributions from Annex I Parties in 2010–2011. Depending on developments during the course of the next biennium, the self-financing objective may be reached.

74. Given this situation, the JISC would recommend that the CMP continue to encourage Annex I Parties to make contributions to the Trust Fund for Supplementary Activities in a predictable and sustainable manner in order to ensure that all necessary activities envisaged in support of Article 6 of the Kyoto Protocol can be carried out. A lack of such contributions could result in the JISC being unable to undertake the envisaged work and planned activities with regard to consideration of determinations and verifications as well as the accreditation of IEs.

VI. Summary of decisions

75. In accordance with paragraph 16 of the JI guidelines, decisions of the JISC are made publicly available in all six official languages of the United Nations by including the decisions or referring to them (indicating their location on the UNFCCC JI website) in the JISC annual report to the CMP.

Annex I

[ENGLISH ONLY]

**Draft rules of procedure of the
Joint Implementation Supervisory Committee**

Version 02

<i>Revision history of the document</i>			
Document version	Recommendation	Adoption	Revision
Version 01	JISC 1	Decision 2/CMP.2	Initial adoption of the document developed on the basis of decision 9/CMP.1 and as elaborated by the JISC
Version 02	JISC 17		Revision to clarify the length of terms of alternate members to the JISC

I. Scope

Rule 1

These rules of procedures shall apply to all activities of the Joint Implementation Supervisory Committee undertaken in accordance with decisions 16/CP.7¹ and 9/CMP.1², and the annexes thereto on guidelines for the implementation of Article 6 of the Kyoto Protocol as well as any other relevant decisions.

Definitions

Rule 2

For the purpose of these rules:

1. “Joint Implementation guidelines” means guidelines for the implementation of Article 6 of the Kyoto Protocol contained in the annexes to decisions 16/CP.7 and 9/CMP.1;
2. “UNFCCC” means the United Nations Framework Convention on Climate Change;
3. “COP/MOP” means the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol;
4. “JI” means the mechanism referred to in Article 6 of the Kyoto Protocol;
5. “Joint Implementation Supervisory Committee” is the committee established by decision 10/CMP.1³ and the name given by that decision to the Article 6 Supervisory Committee as defined in the Joint Implementation guidelines adopted by decision 9/CMP.1. Throughout these Rules, “{Joint Implementation} Supervisory Committee” has replaced “Article 6 Supervisory Committee” when the Joint Implementation guidelines are cited;
6. “Chair” and “Vice-Chair” mean the members of the Committee elected as Chair and Vice-Chair by the Committee;
7. “Member” means member of the Committee;
8. “Alternate member” means alternate member of the Committee;
9. “Secretariat” means the secretariat referred to in Article 14 of the Kyoto Protocol and paragraph 19 of the Joint Implementation guidelines;

¹ FCCC/CP/2001/13/Add.2

² FCCC/KP/CMP/2005/8/Add.2

³ FCCC/KP/CMP/2005/8/Add.2

Paragraph 1 (e) of the Joint Implementation guidelines:

10. “Stakeholders” means the public, including individuals, groups or communities affected, or likely to be affected, by the project;

11. For the purpose of rules 21 and 22, Parties to the Convention that are not Parties to the Kyoto Protocol may exercise the same rights as all other observers.

III. Members and alternate members

B. Nomination, election and re-election

Rule 3

Paragraph 4 of the Joint Implementation guidelines:

The {Joint Implementation} Supervisory Committee shall comprise 10 members from Parties to the Kyoto Protocol, as follows:

- (a) Three members from Parties included in Annex I that are undergoing the process of transition to a market economy;
- (b) Three members from Parties included in Annex I not referred to in subparagraph (a);
- (c) Three members from Parties not included in Annex I;
- (d) One member from the small island developing States.

Rule 4

Paragraph 5 of the Joint Implementation guidelines:

1. Members, including alternate members, of the {Joint Implementation} Supervisory Committee shall be nominated by the relevant constituencies referred to in paragraph 4 {of the Joint Implementation guidelines} and be elected by the COP/MOP. The COP/MOP shall elect to the {Joint Implementation} Supervisory Committee five members and five alternate members for a term of two years and five members and five alternate members for a term of three years. Thereafter, the COP/MOP shall elect, every year, five new members and five alternate members for a term of two years. Appointment pursuant to paragraph 12 {of the Joint Implementation guidelines} shall count as one term. The members and alternate members shall remain in office until their successors are elected.

Paragraph 6 of the Joint Implementation guidelines:

2. Members of the {Joint Implementation} Supervisory Committee may be eligible to serve a maximum of two consecutive terms. Terms as alternate members do not count.

Paragraph 10 (a) and (d) of the Joint Implementation guidelines:

3. Members, including alternate members, of the {Joint Implementation} Supervisory Committee shall:

- (a) Serve in their personal capacities and shall have recognized competence relating to climate change issues and in relevant technical and policy fields;
- ...
- (b) Be bound by the rules of procedure of the {Joint Implementation} Supervisory Committee.

4. Alternate members of the Joint Implementation Supervisory Committee may be eligible to serve a maximum of two consecutive terms. If an alternate member is subsequently elected as a member, his or her term(s) as an alternate member does not count towards his/her term as member.

5. The term of service of a member, or an alternate member, shall start at the first meeting of the Committee in the calendar year following his/her election and shall end immediately before the first meeting of the Committee in the calendar year in which the term ends.

Rule 5

Paragraph 8 of the Joint Implementation guidelines:

1. The COP/MOP shall elect an alternate member for each member of the {Joint Implementation} Supervisory Committee based on the criteria in paragraphs 4, 5 and 6 {of the Joint Implementation guidelines}. The nomination by a constituency of a candidate member shall be accompanied by a nomination of a candidate alternate member from the same constituency.

2. Any reference in these rules to a member shall be deemed to include his/her alternate when such alternate acts for the member.

3. In the absence of a member from a meeting of the Committee, his/her alternate shall serve as the member for that meeting.

Rule 6

Paragraph 10 (a) of the Joint Implementation guidelines:

1. The cost of participation of members and of alternate members from developing country Parties and other Parties eligible under UNFCCC practice shall be covered by the budget for the {Joint Implementation} Supervisory Committee.

2. Funding for participation shall be provided in accordance with the financial regulations of the United Nations and the financial procedures of the UNFCCC.

C. Suspension, termination and resignation

Rule 7

Paragraph 11 of the Joint Implementation guidelines:

1. The {Joint Implementation} Supervisory Committee may suspend and recommend to the COP/MOP the termination of the membership of a particular member, including an alternate member, for cause including, inter alia, breach of the conflict of interest provisions, breach of the confidentiality provisions, or failure to attend two consecutive meetings of the {Joint Implementation} Supervisory Committee without proper justification.

2. Any motion calling for the suspension of, and recommendation to the COP/MOP to terminate the membership of, a member, or an alternate member, shall immediately be put to the vote in accordance with the voting rules in chapter V below. When the motion concerns the suspension of, and recommendation to the COP/MOP to terminate the membership of, the Chair, the Vice-Chair shall act as the Chair until the voting has been conducted and its result announced.

3. The Committee shall suspend and recommend termination of the membership of a member, or an alternate member, only after the member, or the alternate member, has been afforded the opportunity of a hearing by the Committee in a meeting.

Rule 8

Paragraph 12 of the Joint Implementation guidelines:

1. If a member, or an alternate member, of the {Joint Implementation} Supervisory Committee resigns or is otherwise unable to complete the assigned term of office or to perform the functions of that office, the {Joint Implementation} Supervisory Committee may decide, bearing in mind the proximity of the next session of the COP/MOP, to appoint another member, or an alternate member, from the same constituency to replace the said member for the remainder of that member's mandate. In such a case, the {Joint Implementation} Supervisory Committee shall take into account any views expressed by the group that had nominated the member.

2. The Committee shall request the relevant constituency to nominate the new member, or the new alternate member, to be appointed in accordance with paragraph 1 of this rule.

D. Conflict of interest and confidentiality

Rule 9

Paragraph 10 (b) of the Joint Implementation guidelines:

1. {Members, including alternate members, of the Joint Implementation Supervisory Committee shall} {h}ave no pecuniary or financial interest in any aspect of an Article 6 project.

2. Members, including alternate members, of the Committee shall have no pecuniary or financial interest in any accredited independent entity, or any designated operational entity acting provisionally as an accredited independent entity.

Rule 10

Paragraph 10 (e) of the Joint Implementation guidelines:

1. {Members, including alternate members, of the Joint Implementation Supervisory Committee shall} {t}ake a written oath of service witnessed by the Executive Secretary of the UNFCCC or his/her authorized representative before assuming his or her duties.

2. The written oath of service shall read as follows:

"I solemnly declare that I will perform my duties as a member/alternate member of the Joint Implementation Supervisory Committee honourably, faithfully, impartially and conscientiously.

"I further solemnly declare and promise that I now do not have and shall not have any financial interest in any aspect of joint implementation, including accreditation of independent entities. I will not disclose, even after the termination of my functions, any confidential or proprietary information which is transferred to the Joint Implementation Supervisory Committee in accordance with the guidelines for the implementation of Article 6 of the Kyoto Protocol, or any other confidential information coming to my knowledge by reason of my duties for the Joint Implementation Supervisory Committee.

"I will disclose to the Executive Secretary of the United Nations Framework Convention on Climate Change and to the Joint Implementation Supervisory Committee any direct and indirect interest whatsoever that I or my immediate family have in any matter under discussion by the Joint Implementation Supervisory Committee which may constitute a conflict of interest or which may be incompatible with the requirements of integrity and impartiality expected of a member/alternate member of the Joint Implementation Supervisory Committee and I will refrain from participating in the work of the Joint Implementation Supervisory Committee in relation to any such matter.

"I further solemnly declare and promise that in case of any doubt as to whether there is an issue under the preceding paragraphs of this Declaration I shall disclose the full facts to the Executive Secretary of the United Nations Framework Convention on Climate Change."

Rule 11

Paragraph 10 (c) of the Joint Implementation guidelines:

1. {Members, including alternate members, of the Joint Implementation Supervisory Committee shall} {s}ubject to their responsibility to the {Joint Implementation} Supervisory Committee, not disclose any confidential or proprietary information coming to their knowledge by reason of their duties for the {Joint Implementation} Supervisory Committee. The duty of a member, including an alternate member, not to disclose confidential information constitutes an obligation in respect to that member, including an alternate member, and shall remain an obligation after the expiration or termination of that member's, including an alternate member's, function for the {Joint Implementation} Supervisory Committee.

Paragraph 40 of the Joint Implementation guidelines:

2. Information obtained {by members, and alternate members} from project participants marked as proprietary or confidential shall not be disclosed without the written consent of the provider of the information, except as required by applicable national law of the host Party. Information used to determine whether reductions in anthropogenic emissions by sources or enhancements of anthropogenic removals by sinks are additional, to describe the baseline methodology and its application, and to support an environmental impact assessment referred to in paragraph 33 (d) {of the Joint Implementation guidelines}, shall not be considered as proprietary or confidential.

E. Officers

Rule 12

Paragraph 7 of the Joint Implementation guidelines:

1. The {Joint Implementation} Supervisory Committee shall elect annually a Chairperson and Vice-Chairperson from among its members, with one being from a Party included in Annex I and the other being from a Party not included in Annex I. The positions of Chairperson and Vice-Chairperson shall alternate annually between a member from a Party included in Annex I and a member from a Party not included in Annex I.

2. At the first Committee meeting of each calendar year, the Committee shall elect a Chair and a Vice-Chair from among its members. The secretary of the Committee as defined in rule 30 shall preside over the opening of the first Committee meeting of each calendar year and conduct the election of the new Chair and Vice-Chair.

Rule 13

1. The Chair and Vice-Chair shall serve in their respective capacities at any meeting of the Joint Implementation Supervisory Committee.

2. If the elected Chair is not able to serve in that capacity for a meeting, the Vice-Chair shall serve as the Chair. If both are unable to serve in their respective capacities, the Committee shall elect a member from among its members present to serve as the Chair for that meeting.

3. If the Chair or Vice-Chair ceases to be able to carry out his or her functions, or ceases to be a member, a new Chair or Vice-Chair shall be elected for the remainder of the term.

Rule 14

1. The Chair shall preside over the meetings of the Joint Implementation Supervisory Committee as provided for under this rule.

2. In addition to exercising the functions conferred upon the Chair elsewhere by these rules, the Chair shall declare the opening and closing of meetings, preside at meetings, ensure the observance of these rules, accord the right to speak, put questions to the vote and announce decisions. The Chair shall rule on points of order and, subject to these rules, shall have complete control of the proceedings and over the maintenance of order at the meeting.

3. The Chair may propose to the Committee a limitation on the time to be allowed to speakers and on the number of times each member may speak on a question, the adjournment or closure of the debate and the suspension or adjournment of a meeting.

4. The Chair, or any other member designated by the Committee, shall represent the Committee as necessary, including at sessions of the COP/MOP.

IV. Meetings

A. Dates

Rule 15

Paragraph 9 of the Joint Implementation guidelines:

The {Joint Implementation} Supervisory Committee shall meet at least two times each year, whenever possible in conjunction with the meetings of the subsidiary bodies, unless decided otherwise.

Rule 16

1. At the first Joint Implementation Supervisory Committee meeting of each calendar year, the Chair shall propose for the approval of the Committee a schedule of meetings for that calendar year.

2. If changes to the schedule or additional meetings are required, the Chair shall, after consultations with all members, give notice of any changes in the dates of scheduled meetings, and/or of the dates of additional meetings.

Rule 17

1. The Chair shall convene and give notice of the date of each meeting of the Joint Implementation Supervisory Committee, if possible not less than eight weeks prior to the date of such meeting.

2. The secretariat shall promptly notify all those invited to the meeting.

B. Venue

Rule 18

Meetings of the Joint Implementation Supervisory Committee held in conjunction with sessions of the subsidiary bodies shall be held at the same location as the sessions of these bodies. Other meetings of the Committee shall take place at the location of the secretariat, unless the Committee decides otherwise or other appropriate arrangements are made by the secretariat in consultation with the Chair.

C. Agenda

Rule 19

1. The Chair, assisted by the secretariat, shall draft the provisional agenda of each meeting of the Joint Implementation Supervisory Committee and transmit a copy of such provisional agenda, agreed upon by the Committee at its previous meeting, to all those invited to the meeting.
2. Additions or changes to the provisional agenda of a meeting may be proposed to the secretariat by any member, or alternate member, and incorporated in the proposed agenda provided that the member, or alternate member, shall give notice thereof to the secretariat not less than four weeks before the date set for the opening of the meeting. The proposed agenda for the meeting shall be transmitted by the secretariat to all those invited to the meeting three weeks before the date set for the opening of the meeting.
3. The Committee shall, at the beginning of each meeting, adopt the agenda for the meeting.
4. Any item included on the agenda for a meeting of the Committee, consideration of which has not been completed at that meeting, shall automatically be included on the provisional agenda for the next meeting, unless otherwise decided by the Committee.

D. Documentation

Rule 20

1. All documentation for a Joint Implementation Supervisory Committee meeting shall be made available to members and alternate members through the secretariat at least two weeks before the meeting.
2. Documentation shall be made publicly available by the secretariat via the Internet soon after transmission to members and alternate members. Availability of such documentation shall be subject to confidentiality provisions.

E. Transparency

Rule 21

Subject to the need to protect confidential information, the principle of transparency should apply to all the work of the Joint Implementation Supervisory Committee, encompassing the timely public availability of documentation and channels through which external comments by all Parties and all UNFCCC accredited observers and stakeholders can be submitted for consideration by the Committee. The posting of the proceedings of the Committee's meetings on the Internet is one way to ensure transparency.

F. Attendance

Rule 22

Paragraph 18 of the Joint Implementation guidelines:

1. Meetings of the {Joint Implementation} Supervisory Committee shall be open to attendance, as observers, by all Parties and by all UNFCCC accredited observers and stakeholders, except where otherwise decided by the {Joint Implementation} Supervisory Committee.

2. In the context of paragraph 1 above, the Committee may decide, in the interests of economy and efficiency, to limit physical attendance at its meetings to members, alternate members and secretariat support staff. In such instances, the Committee shall take all practicable steps to accommodate in other ways the interests of Parties, non-Parties to the Kyoto Protocol that are Parties to the Convention and accredited UNFCCC observers and stakeholders to observe its proceedings, except when the Committee decides to close all or a portion of a meeting.

3. Observers may, upon invitation by the Committee, make presentations relating to matters under consideration by the Committee.

G. Quorum

Rule 23

Paragraph 14 of the Joint Implementation guidelines:

At least two thirds of the members of the {Joint Implementation} Supervisory Committee, 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.

V. Voting

Rule 24

Paragraph 15 of the Joint Implementation guidelines:

1. Decisions by the {Joint Implementation} Supervisory Committee shall be taken by consensus, whenever possible. If all efforts at reaching a consensus have been exhausted and no agreement has been reached, decisions shall as a last resort be adopted by a three-fourths majority vote of the members present and voting at the meeting. Members abstaining from voting shall be considered as not voting.

2. The Chair shall ascertain whether consensus has been reached. The Chair shall declare that a consensus does not exist if there is a stated objection by a member of the Committee or by an alternate member acting for a member to the proposed decision under consideration.

3. Each member shall have one vote.

4. Alternate members may participate in the proceedings of the Committee without the right to vote. An alternate member may cast a vote only if acting for the member.

Rule 25

1. Whenever, in the judgment of the Chair, a decision must be taken by the Joint Implementation Supervisory Committee which cannot be postponed until the next meeting of the Committee, the Chair shall transmit to each member a proposed decision, with an invitation to approve the decision by consensus. Together with the proposed decision, the Chair shall provide, subject to the applicable confidentiality requirements, the relevant facts that, in the Chair's judgement, justify decision-making pursuant to this rule 25. The proposed decision shall be transmitted in the form of an electronic message through the listserv of the Committee. A quorum of the Committee is required to confirm the receipt of the message. Such message shall also be transmitted to alternate members for information.
2. Members, and/or alternate members, shall be given two weeks from the date of receipt of the proposed decision for comments. These comments shall be made available to members and alternate members via the Committee listserv.
3. At the expiration of the period referred to in paragraph 2 above, the proposed decision shall be considered approved if there is no objection by any member. If an objection is raised, the Chair shall include consideration of the proposed decision as an item on the proposed agenda for the next meeting of the Committee and inform the Committee accordingly.
4. Any decision made using the procedure specified in paragraphs 1 to 3 of this rule shall be included in the report of the Committee at its next meeting and shall be deemed to have been taken at the seat of the UNFCCC secretariat in Bonn, Germany.

VI. Languages

Rule 26

Paragraph 16 of the Joint Implementation guidelines:

1. The full text of all decisions of the {Joint Implementation} Supervisory Committee shall be made publicly available. Decisions shall be made available in all six official languages of the United Nations.

Paragraph 17 of the Joint Implementation guidelines:

2. The working language of the {Joint Implementation} Supervisory Committee shall be English.

VII. Expertise

Rule 27

Paragraph 13 of the Joint Implementation guidelines:

1. The {Joint Implementation} Supervisory Committee shall draw on the expertise necessary to perform its functions, in particular taking into account national accreditation procedures.
2. The Committee may establish subcommittees, panels or working groups to assist it in performing its functions.

VIII. Secretariat

Rule 28

Paragraph 19 of the Joint Implementation guidelines:

The secretariat shall service the {Joint Implementation} Supervisory Committee.

Rule 29

The Executive Secretary of the UNFCCC shall arrange for the provision of staff and services required for the servicing of the Joint Implementation Supervisory Committee from within available resources. The Executive Secretary shall manage and direct such staff and services and provide appropriate support and advice to the Committee.

Rule 30

An official of the secretariat designated by the Executive Secretary shall serve as secretary to the Joint Implementation Supervisory Committee.

Rule 31

In addition to the functions specified in the Joint Implementation guidelines and/or any subsequent decision by the COP/MOP, the secretariat shall, in accordance with these rules, and subject to the availability of resources:

- (a) Receive, reproduce and distribute to members and alternate members the documents of a meeting;
- (b) Receive and translate decisions into all six official languages of the United Nations and make publicly available the full texts of all decisions of the Joint Implementation Supervisory Committee;
- (c) Assist the Committee in fulfilling tasks relating to the maintenance of files and the collection, processing and public availability of information;
- (d) Perform all other work that the Committee may require.

Rule 32

The financial regulations of the United Nations and the financial procedures of the UNFCCC shall apply.

IX. Conduct of business

Rule 33

The Joint Implementation Supervisory Committee shall undertake any tasks assigned to it by decision 16/CP.7, in accordance with the Joint Implementation guidelines, and by any subsequent decision taken by the COP/MOP.

Rule 34

1. The Joint Implementation Supervisory Committee, and the secretariat, in its mandated role of support to the Committee, may use electronic means for transmission and storage of documentation.
2. The documentation submitted using electronic means is subject to the transparency and confidentiality provisions of the Joint Implementation guidelines. In submitting any documentation through electronic means (e.g. the UNFCCC JI web site), the submitter shall acknowledge that he or she has read the relevant procedures and agrees to be bound by the terms and conditions of submission of documentation, including with respect to the submitter's sole responsibility for the content of his or her submission and the waiver of all claims associated with use of electronic means of submitting and transmitting documentation.
3. The Committee shall not be made responsible for any claim or loss arising from the transmission, storage or use of documentation obtained through electronic means. Neither the confidentiality nor the integrity of the documentation submitted can be guaranteed following electronic transmission and storage.

X. Record of the meeting

Rule 35

Before the end of each meeting, the Chair shall present draft conclusions and decisions of the meeting for consideration and approval by the Joint Implementation Supervisory Committee. Any written records of the Committee or recordings of proceedings shall be kept by the secretariat in accordance with United Nations rules and regulations.

XI. Amendments to the rules

Rule 36

Paragraph 3 (g) of the Joint Implementation guidelines:

1. {The Joint Implementation Supervisory Committee shall be responsible for} {t}he elaboration of any rules of procedure additional to those contained in the {Joint Implementation guidelines}, for consideration by the COP/MOP.

2. Further to any action under paragraph 1 of this rule, the Committee may also make recommendations to the COP/MOP on any amendments or additions to the rules of procedure of the Committee.

Annex II

[ENGLISH ONLY]

Draft provisions for the charging of fees to cover administrative costs relating to the activities of the Joint Implementation Supervisory Committee**Version 03**

<i>Revision history of the document</i>		
Document version	Adoption	Revision
Version 01	JISC 04 ¹	Initial adoption of the document on the basis of paragraph 2 (h) of decision 10/CMP.1
Version 02	JISC 08	Revision, on the basis of paragraph 16 of decision 3/CMP.2, incorporating preferential treatment of joint implementation small-scale projects regarding advance payments
Version 03	JISC 18	Revision to incorporate provisions for joint implementation programmes of activities, a revised advance fee cap and clarification of the fee structure for all projects

¹ Fourth meeting of the Joint Implementation Supervisory Committee

1. The fees to cover administrative costs relating to the activities of the Joint Implementation Supervisory Committee shall be:

- (a) Fees for accreditation:
 - (i) Application fee: USD 15,000 per application (one-off payment, non-reimbursable);
 - (ii) Cost of the work by assessment teams: direct payment from applicant or accredited independent entities;²
- (b) Fee for processing of verification reports:³
 - (i) USD 0.10 per tonne of CO₂ equivalent of reductions in anthropogenic emissions by sources or enhancements of anthropogenic removals by sinks for the first 15,000 tonnes of CO₂ equivalent generated by the project in question in a given calendar year;
 - (ii) USD 0.20 per tonne of CO₂ equivalent of reductions in anthropogenic emissions by sources or enhancements of anthropogenic removals by sinks for any amount in excess of 15,000 tonnes of CO₂ equivalent generated by the project in question in a given calendar year, except as noted in (iii) below;
 - (iii) For joint implementation programmes of activities, the fee in accordance with paragraph 1 (b)(i) above shall apply to all reductions of anthropogenic emissions by sources or enhancements of removals by sinks in a given calendar year.
- (c) Advance payment:
 - (i) An advance payment based on the expected annual average emission reduction calculated in accordance with paragraph 1 (b)(i) and 1 (b)(ii) shall be charged when a determination report regarding a project design document is submitted to the secretariat in accordance with paragraph 34 of the annex to decision 9/CMP.1;
 - (ii) The advance payment shall be used to cover the first verification fees that are due in accordance with paragraph 1 (b)(i) and 1 (b)(ii) above, until the advance payment has been exhausted;
 - (iii) If no verification report is submitted, any advance payment above USD 30,000 shall be reimbursed;
 - (iv) No advance payment shall be charged for joint implementation small-scale projects, joint implementation programmes of activities or for projects with an expected average annual emission reduction or enhancements of anthropogenic removals by sinks below 15,000 tonnes of CO₂ equivalent. The maximum advance payment due shall be USD 30,000.

² Details are defined in the document entitled “Indicative level of fees to be paid to joint implementation assessment team by applicant independent entity or accredited independent entity” (P-JI-ACCR-05).

³ “Verification report” means a report regarding reductions in anthropogenic emissions by sources or enhancements of anthropogenic removals by sinks which has been submitted by an accredited independent entity to the secretariat in accordance with paragraph 38 of the annex to decision 9/CMP.1.

Annex III

[ENGLISH ONLY]

Joint Implementation programme of activities design document form



JOINT IMPLEMENTATION PROGRAMME OF ACTIVITIES DESIGN DOCUMENT FORM - Version 01

Joint Implementation Supervisory Committee



page 1

JOINT IMPLEMENTATION PROGRAMME OF ACTIVITIES DESIGN DOCUMENT FORM
Version 01 – in effect as of: 01 November 2009¹

CONTENTS

- A. General description of the JI programme of activities (JI PoA)
- B. Duration of the JI PoA
- C. Environmental impacts
- D. Stakeholders' comments
- E. Application of a baseline and monitoring plan for each technology and/or measure under each type of joint implementation programme activity (JPA)

Annexes

- Annex 1: Contact information on coordinating entity and participants of the JI PoA
- Annex 2: JPA's information table.
- Annex 3: Baseline information
- Annex 4: Monitoring plan

¹ This document is in effect provisionally until it has been adopted by the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol.



SECTION A. General description of the JI PoA

A.1. Title of the JI PoA:

>>

A.2. Description of the JI PoA:

>>

A.3. Coordinating entity and participants of the JI PoA, as appropriate:

>>

A.4. Technical description of the JI PoA:

A.4.1. Location of the JI PoA:

>>

A.4.1.1. Host Party(ies):

>>

A.4.1.2. Geographical boundary:

>>

A.4.2. Description of each type of JPA:

>>

A.4.2.1. Technology(ies) to be employed, or measures, operations or actions to be implemented by each type of JPA:

>>

A.4.3. Eligibility criteria for inclusion of a JPA in the JI PoA:

>>

A.4.4. Brief explanation of how the anthropogenic emissions of greenhouse gases by sources are to be reduced by the proposed JI PoA or each type of JPA, including why the emission reductions would not occur in the absence of the proposed JI PoA or each type of JPA, taking into account national and/or sectoral policies and circumstances, as appropriate (assessment and demonstration of additionality):

>>

A.4.5. Operational, management and monitoring plan:

>>

A.4.5.1. Operational and management plan for the JI PoA:

>>



**A.4.5.2. Monitoring plan for each technology and/or measure under
each type of JPA:**

>>

A.6. Jl PoA approval by the Parties involved:

>>



SECTION B. Duration of the JI PoA / crediting period

B.1. Starting date of the JI PoA:

>>

B.2. Expected operational lifetime of the JI PoA:

>>

B.3. Length of the crediting period:

>>

SECTION C. Environmental impacts

C.1. Documentation on the analysis of the environmental impacts of each type of JPA, including transboundary impacts, in accordance with procedures as determined by the host Party(ies):

>>

C.2. If environmental impacts are considered significant by the participants or the host Party(ies), please provide conclusions and all references to supporting documentation of an environmental impact assessment undertaken in accordance with the procedures as required by the host Party(ies):

>>

SECTION D. Stakeholders' comments

D.1. Information on stakeholders' comments on the JI PoA, as appropriate:

>>

**SECTION E. Application of a baseline and monitoring plan for each technology and /or measure under each type of JPA****E.1. Description and justification of the baseline chosen for each technology and/or measure under each type of JPA:**

>>

E.2. Description of how the anthropogenic emissions of greenhouse gases by sources are reduced below those that would have occurred in the absence of the JI PoA or the JPA, as appropriate:

>>

E.3. Further baseline information, including the date of baseline setting and the name(s) of the person(s)/entity(ies) setting the baseline for each technology and/or measure under each type of JPA:

>>

E.4. Description of monitoring plan chosen for each technology and/or measure under each type of JPA:

>>

E.4.1. Option 1 – Monitoring of the emissions in the JPA scenario and the baseline scenario:**E.4.1.1. Data to be collected in order to monitor emissions from the JPA, and how these data will be archived:**

ID number (Please use numbers to ease cross-referencing to E.5.)	Data variable	Source of data	Data unit	Measured (m), calculated (c), estimated (e)	Recording frequency	Proportion of data to be monitored	How will the data be archived? (electronic/ paper)	Comment

E.4.1.2. Description of formulae used to estimate JPA emissions (for each type, gas, source etc.; emissions in units of CO₂ equivalent):

>>



E.4.1.3. Relevant data necessary for determining the <u>baseline</u> of anthropogenic emissions of greenhouse gases by sources within the <u>JPA boundary</u> , and how such data will be collected and archived:								
ID number (Please use numbers to ease cross-referencing to D.2.)	Data variable	Source of data	Data unit	Measured (m), calculated (c), estimated (e)	Recording frequency	Proportion of data to be monitored	How will the data be archived? (electronic/ paper)	Comment

E.4.1.4. Description of formulae used to estimate <u>baseline</u> emissions (for each gas, source etc.; emissions in units of CO ₂ equivalent):
--

>>

E. 4.2. Option 2 – Direct <u>monitoring</u> of emission reductions from JPA:
--

E.4.2.1. Data to be collected in order to monitor emission reductions from each technology and/or measure under each type of JPA, and how these data will be archived:								
ID number (Please use numbers to ease cross-referencing to E.5.)	Data variable	Source of data	Data unit	Measured (m), calculated (c), estimated (e)	Recording frequency	Proportion of data to be monitored	How will the data be archived? (electronic/ paper)	Comment

E.4.2.2. Description of formulae used to calculate emission reductions for each type of JPA (for each gas, source etc.; emissions/emission reductions in units of CO ₂ equivalent):
--

>>

**E.4.3. Treatment of leakage in the monitoring plan:****E.4.3.1. If applicable, please describe the data and information that will be collected in order to monitor leakage effects each type of JPA:**

ID number (Please use numbers to ease cross- referencing to D.2.)	Data variable	Source of data	Data unit	Measured (m), calculated (c), estimated (e)	Recording frequency	Proportion of data to be monitored	How will the data be archived? (electronic/ paper)	Comment

E.4.3.2. Description of formulae used to estimate leakage for each type of JPA (for each gas, source etc.; emissions in units of CO₂ equivalent):

>>

E.4.4. Description of formulae used to estimate emission reductions for each type of JPA (for each gas, source etc.; emissions/emission reductions in units of CO₂ equivalent):

>>

E.4.5. Where applicable, in accordance with procedures as required by the host Party(ies), information on the collection and archiving of information on the environmental impacts of each type of JPA:

>>



E.5. Quality control (QC) and quality assurance (QA) procedures undertaken for data monitored:		
Data (Indicate table and ID number)	Uncertainty level of data (high/medium/low)	Explain QA/QC procedures planned for these data, or why such procedures are not necessary.

E.6. Name of person(s)/entity(ies) establishing the <u>monitoring plan</u> :
--

>>

Annex 1**CONTACT INFORMATION ON COORDINATING ENTITY AND PARTICIPANTS OF THE JI POA**

Organisation:	
Street/P.O.Box:	
Building:	
City:	
State/Region:	
Postal code:	
Country:	
Phone:	
Fax:	
E-mail:	
URL:	
Represented by:	
Title:	
Salutation:	
Last name:	
Middle name:	
First name:	
Department:	
Phone (direct):	
Fax (direct):	
Mobile:	
Personal e-mail:	

Annex 2JPA'S INFORMATION TABLE

JPA's included in the JI PoA											
<i>No.</i>	<i>Name of the JPA</i>	<i>Type of JPA</i>	<i>Brief summary</i>	<i>Geographical reference</i>	<i>Name and contact detail of the responsible for the operation of the JPA</i>	<i>Host Party(ies)</i>	<i>Starting date</i>	<i>Length of the crediting period</i>	<i>Estimation of emission reduction</i>	<i>Information confirming that all eligibility criteria described in Section A.4 and Section E of the JI PoA-DD are met and a description of how they are met</i>	<i>Confirmation that the JPA has not been determined as a single JI project or under a different JI PoA</i>



Annex 3

BASELINE INFORMATION

Annex 4

MONITORING PLAN

Annex IV

[ENGLISH ONLY]

**Status of contributions to support joint implementation activities
in the biennium 2008–2009 (as at 23 October 2009)**

Party	Pledge (USD)	Received (USD)
Austria	37,035	37,035
Austria	0	42,328
Belgium	0	34,139
Belgium	0	10,351
Belgium	0	11,231
Denmark	60,000	59,980
European Community ^a	150,000	118,343
Germany	0	150,000
France	0	62,610
France	0	71,530
Hungary	0	2,500
Japan	0	41,482
Japan	0	41,483
Latvia	0	4,000
Latvia	4,000	4,000
Netherlands	117,547	117,547
Norway	200,000	282,815
Romania	20,891	20,891
Spain	33,272	33,272
Spain	0	43,194
Sweden	0	63,694
United Kingdom	228,881	228,881
United Kingdom	0	192,488
Total	851,626	1,673,794

a The final amount of the contribution will depend upon the actual expenditures for specified activities and provision, by the secretariat, of final reports
