

Procedures for requests for clarification

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- At its **eleventh meeting** the JISC discussed the need to revise guidance on criteria for baseline setting and monitoring.
- At its **twelfth meeting** the JISC decided to develop procedures for requesting clarifications from the JISC.
- The JISC requested the Chair and Vice-Chair of the JISC, supported by the secretariat, to develop a **draft for consideration**.

Draft procedures for communication

- A request shall address **issues of general relevance for the Track 2 procedure** and shall not contain project-specific references.
- **Applicant or accredited independent entities** may direct request for clarifications to the JISC.
- **Project participants** may request a clarification through an applicant or independent entity.

Steps for handling requests for clarification

1. A request shall be addressed to the Chair of the JISC and sent to the secretariat.
2. The secretariat shall acknowledge the request, inform the Vice-Chair and make the request available in the JISC extranet
3. Vice-Chair:
 - a) Request not related to issues of general relevance for the Track 2 procedure: in consultation with the Chair of the JISC, secretariat informs the submitting entity.
 - b) Request related to administrative, technical and/or procedural issues: circulation through JISC listserv; and/or answer on behalf of the JISC; or instruction to secretariat to answer.
 - c) Other requests: circulation through JISC listserv; and reference of issue to next meeting (documentation deadline, but possible listserv solution).
4. All requests and corresponding answers are made publicly available on the UNFCCC JI website.