

VIII AE's/DOE's ORGANIZATION

- Based on *Section E “Designated operational entities” of the CDM M&P – Requirements 26, 27 (a), (b),(c) AND paragraph 1 (g) I & ii of Appendix A of CDM M&P*

Subsections

- A General
- B Organizational Structure
- C Management

A General

- 92- Documented structure for operations that are credible, non-discriminatory, transparent, impartial and complying with national laws

B Organizational Structure

- 93- Documented organizational structure showing duties, responsibilities, authorities of all personnel and committees
- 94- Planned changes in structure, management, or key staff to be informed in advance and unexpected changes within 10 days

C AE's/DOE's Management

- 95- Top management having authority and responsibility for policy, QMS, documentation, supervision, decisions and providing HR to be identified
- 96- Documented procedure for appointment, TOR and operation of all committees

XI PENDING JUDICIAL PROCESSES

- Based on paragraph 1 (h) of Appendix A of M&P

Pending Judicial Processes

- 132- Record of all ongoing judicial processes and information on past cases (malpractice, fraud etc)
- 133- Inform Secretariat at the time of application and whenever instituted during the accreditation cycle

Annex A Allocation of Functions to Other Sites

- Follows from paragraph 1(a) of Appendix A of M&P

General Principle

- All functions can be performed by the Central Office but not other sites (including branches and group companies)
- Cannot use legal instruments like PoA to delegate functions not permitted outside the Central Office
- Central Office is responsible for analyses, system, control, and interaction with the Secretariat but execution may be done by other sites for permitted functions

Functions at Other Sites

- Legal issues
- Determining sufficiency of resources
- Qualifying VV personnel in TAs and engaging or hiring VV personnel, maintaining records
- Conduct review (contract is with DOE), select team, allocate HR, plan and prepare for VV
- Control documents & records; records of VV
- Handle complaints
- Ensure impartiality and confidentiality