Client information note

Allocation of Roles & Responsibility for CDM Scheme

Overview

Lloyd's Register Quality Assurance Limited (LRQA) is a Designated Operational Entity (DOE) under the Clean Development Mechanism (CDM) accredited by the United Nations Framework Convention on Climate Change (UNFCCC).

LRQA has a defined management structure in respect of the CDM scheme. LRQA has authorized employees within the organization for all management and decision making responsibilities. The roles and responsibilities of key functionaries is presented in this note.

LRQA undertakes validation, verification and certification of CDM project activities and programme of activities through internal and external resources. All resources irrespective of location functionally report to the CDM Quality Manager with respect of any activity related to the CDM scheme.

Managing Director

As LRQA's top management, he has the overall authority and responsibility for the following functions:

- formulation and development of policy matters relating to the operations
- establishment of a quality management system in line with policies formulated
- documentation of policies and procedures and their implementation
- supervision and monitoring of implementation of policies and procedures
- supervision of finances, administrative matters and dealing with contractual matters and arrangements
- final decisions on validation and/or verification/certification activities
- decisions relating to disputes and complaints
- providing adequate and competent human resources for validation and/or verification/certification functions, and
- appointment of Operational and Supervisory committees involved in policy making or operational functions of validation, verification/certification activities

Systems and Governance Manager

The Systems and Governance Manager is appointed by the Managing Director to interface with the Operational and Supervisory committees involved in policy making and operational functions of validation, verification/certification activities.

The CDM Quality Manager

The CDM Quality Manager is appointed by the Managing Director with the following assigned responsibilities:

- establish, implement, maintain and improve the performance of the CDM scheme
- determine the human resource requirements
- maintain the competence of its validation and/or verification/certification personnel
- supervise the implementation of validation and/or verification/certification procedures
- make a final decision on validation and/or verification/certification opinions and reports, and
- manage all activities relating to the safeguarding of the impartiality of LRQA's activities.

Resource Authorisers

Resource Authorisers are appointed by the CDM Quality Manager to:

- evaluate and demonstrate competence of personnel, and
- qualify personnel

Decision Makers

Our Decision Makers are appointed by the Managing Director and are Lead Technical Specialists in climate-change with demonstrated experience in the CDM scheme. They are responsible for the following activities:

- approval of Quotes and Contracts
- select members of technical review team, and
- make final decisions on validation and/or verification/certification activities.

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