

# FAQ for members of the EU Carbon Removal Expert Group

*This quick guide provides key information and addresses common questions to assist you.*

## **What if I need to change the correspondent for our organisation?**

The correspondent of the expert group can be changed by filling out [this form](#). This needs to be done by the correspondent or the backup.

## **How can I get access to Basecamp?**

To be added to Basecamp:

- send an email to [f.demmendal-wit@partnersforinnovation.com](mailto:f.demmendal-wit@partnersforinnovation.com)
- clarify your connection to the expert group
- CC [CLIMA-CR-EXPERTGROUP@ec.europa.eu](mailto:CLIMA-CR-EXPERTGROUP@ec.europa.eu)
- CC current correspondent or backup
- provide them with your name and email address.

## **Can multiple representatives from the same organisation ( Expert Type A, B, C) attend the Expert Group Meeting?**

The following does not apply to Member State representatives. Only one representative per organisation can attend the Expert Group meeting, either in person or via Webex. It is possible to have a different representative attend per day.

## **Can someone attend the Expert Group Meeting for a portion of a day and then be replaced by a colleague for the remainder?**

No, only one representative can attend per day. Colleagues are welcome to follow the meeting via the webstream.

## **What is the AGM system, and how do I use it?**

AGM (Advanced Gateway to your Meetings) is a system used by the European Commission to manage meeting invitations and attendance lists. All expert group members have access to AGM through their designated correspondent. The correspondent is responsible for adding participants from their organisations to the AGM system. Please consult the AGM [user guide](#) and [FAQ](#) for further guidance.

## **Where can I find the agenda for the meeting?**

The preliminary agenda was sent to members of the Expert Group with the initial invitation and on Basecamp. The agenda is also publicly available on the website.

## **Where can I find the meeting materials?**

All materials will be distributed on Basecamp. Some materials, such as technical reports, will be sent as email attachments, too. Expert Group members are asked to ensure their representative receives and reviews all relevant materials.

## **When will I receive the WebEx link for the meeting?**

The WebEx and web streaming links for the meeting will be sent to attendees the week before the meeting. The WebEx link is exclusively for members who have registered for virtual participation, and it should not be forwarded to others. Colleagues are invited to follow the meeting via the web streaming link.

## **Where can I find more information on the Carbon Removal Certification Framework?**

More information can be found at: [https://climate.ec.europa.eu/eu-action/carbon-removals-and-carbon-farming\\_en](https://climate.ec.europa.eu/eu-action/carbon-removals-and-carbon-farming_en). Recordings and meeting minutes from previous expert group meetings are also available there.