Training Workshop on preparation and reporting of results of national GHG inventories under the ETF of the Paris Agreement

(version 06/05/2024)

Organized by the Capacity Building Initiative for Transparency - Global Support Programme (CBIT-GSP), supported by the Partnership on Transparency in the Paris Agreement (PATPA) and hosted by the Government of Japan

Asia - Pacific - Middle East and North Africa Transparency Networks

Date: 22 - 24 May, 2024 | Time: 9:00 - up to 17:30 | Venue: Tokyo, Japan

Concept Note

Background

Reporting of results of national Greenhouse Gas (GHG) inventories transparently is a key requirement under the Paris Agreement's Enhanced Transparency Framework (ETF). It comprises detailed planning work on how to use quantitative and qualitative information to estimate in a transparent, accurate, complete, comparable and consistent manner the GHG emissions and removals that occur in the country. The MPGs, formulated to implement transparency in reporting under the Paris Agreement, defined new specific requirements for reporting the results of national GHG inventories. As such, information on national GHG inventory results should be included in a specific chapter of the BTR (Chapter I) and supporting information should be included in the annexes. In addition, all Parties must provide a national inventory report (NIR), consisting of a national inventory document (NID) and common reporting tables (CRT), to the UNFCCC as part of each Party´s BTR submission process.

A large number of countries now count with the skills to prepare national GHG inventories, cultivated as part of the formulation of their previous National Communications and BUR. Some of them, as part of the process of preparing their BTR, have already started the work of updating their current inventories. However, the task of reporting on the associated processes that lead to the development of inventories, and using the new formats are also key aspects to ensure that countries comply with the transparency conditions established in the Article 13 and can become a challenge for the countries if they do not count with the knowledge and tools to do this in a proper manner.

The objective of the **CBIT-GSP** is to provide streamlined support and capacity-building at the national, regional, and global level to assist developing countries in responding to the reporting provisions under

the UNFCCC and the Paris Agreement's Enhanced Transparency Framework, and ultimately increase ambition for climate action. The CBIT-GSP is planning to achieve this through multiple support modalities, including the establishment and work of 10 Regional Networks across the globe to foster south-south collaboration, knowledge-sharing and learning among countries. The **PATPA** is dedicated to strengthening global initiatives and networks that support partner countries in reducing greenhouse gas emissions, increasing their adaptive capacities as well as monitoring, learning and communicating this transparently.

The Regional Networks for **Asia, pacific and Middle East and North Africa** are invited to participate in a joint training exercise aimed at improving capacities of the national teams for preparation and reporting the national GHG inventory under the MPGs, which was assessed as one of the priorities on capacity building for transparency in the regional networks. **The event will be hosted by the Government of Japan and held in Tokyo.**

Objective

The main objective of the training workshop is to **support the country practitioners and experts** reporting the results of the National GHG Inventories processes **in improving the technical contents of NIRs and BTRs, following the considerations indicated in the MPGs**.
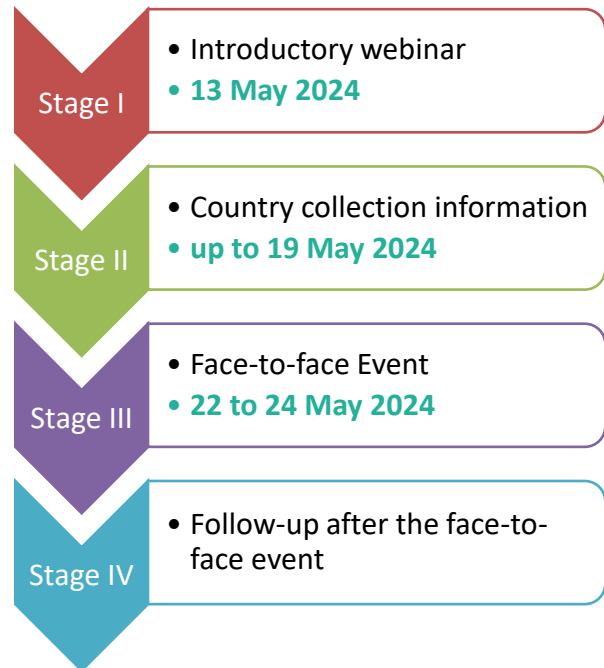
Specific objectives:

- Provide these national inventory teams with useful information and international experiences to facilitate their reporting to the UNFCCC following the ETF under the Paris Agreement.
- Participate by implementing concrete situations of preparation and reporting of national inventories, considering reporting provisions under ETF.
- Exchange experiences and lessons learned, corresponding to the application of tools and systems for reporting inventory data with ETF provisions.
- Identify common challenges and opportunities for collaboration among country teams in inventory work, fostering south-south cooperation.

Audience

This activity is intended for technical officers who work as coordinators of the national GHG inventory and sectorial coordinators of the inventory in the countries of the regional CBIT-GSP transparency networks. This includes government staff at the national and sectoral levels, and staff from other institutions that are part of countries' institutional arrangements for reporting inventories under the UNFCCC and the Paris Agreement.

Approach

It is considered to include <u>four different consecutive stages</u>. Firstly, an introductory webinar that mainly sets the approach and provides instructions to the participants of the other parts of the training workshop (Stage I). Second, a phase dedicated to the collection of information in each country. Said information will be arranged in templates that will be provided by the organizers and will be useful for the exercises to be carried out in a face-to-face training (Stage II). A third phase (Stage III) consists of a face-to-face event where, through practical exercises and presentations, it will be possible to acquire knowledge and insights for a successful reporting of the national inventory under the ETF. And a final follow-up phase (Stage IV), aimed at providing feedback to the participants on the exercises and results produced by the country representatives during the face-to-face training.

Stage I
- Introductory webinar
- **13 May 2024**

Stage II
- Country collection information
- **up to 19 May 2024**

Stage III
- Face-to-face Event
- **22 to 24 May 2024**

Stage IV
- Follow-up after the face-to-face event

Language

The webinar will be in English only; however, the physical training workshop will be in English and French with simultaneous and consecutive translation provided in both languages.

Stage I: Introductory Webinar

This webinar is the initial stage of a whole training concept to be carried out in support of countries belonging to the for Asia, Pacific and Middle East and North Africa Regional Transparency Network under the CBIT-GSP project, on tools and approaches to improve preparation and reporting of results of national GHG inventories following guidelines issued under the Paris Agreement. The introductory webinar provides instructions to the participants on the other parts of the training workshop and summarizes some of the most relevant content to be included in greater detail in the face-to-face training that will take place on 22-24 May 2024 in Tokyo (Japan).

The webinar will be held in English language. It is expected that the webinar will last up to **2 hours** with sufficient timing dedicated to discussion and Q&A sessions.

Timing

Refer to the table below for the precise timing of the webinar in your country.

Countries	Time (24 Hour)
Mauritania	08:00 - 10:00
Algeria, Morocco, Tunisia	09:00 - 11:00
Libya, Sudan, Saudi Arabia	10:00 - 12:00
Bahrain, Djibouti, Egypt, Iraq, Jordan, Lebanon, Kuwait, Somalia, Syria, Yemen	11:00 - 13:00
Iran	11:30 – 13:30
Oman	12:00 – 14:00
Maldives	13:00 - 15:00
India	13:30 - 15:30
Nepal	13:45 - 15:45
Bangladesh, Bhutan	14:00 - 16:00
Cambodia, Indonesia, Lao PDR, Thailand, Vietnam	15:00 - 17:00
China, Malaysia, Mongolia, Philippines, Palau	16:00 - 18:00
Papua New Guinea	17:00 - 19:00
Micronesia, Soloman Islands	18:00 - 20:00
Fiji, Kiribati, Marshall Islands, Nauru, Vanuatu	19:00 - 21:00
Niue, Samoa, Tuvalu	20:00 - 22:00
Cook Islands, Tonga	21:00 - 23:00

Agenda

Introductory Webinar **| Time:** 08:00 - 10:00 (**GMT/UTC**) **| Date:** May 13th, 2024 **| Format:** Online

Time (GMT)	Activities	Presenter
08:00 - 08:05	Opening and welcome	Facilitator and other organizers
08:05 - 08:15	Explanation of the whole stages of the training workshop: objectives, content, and format	Fatima-Zahra Taibi, UNEP-CCC
08:15 - 08:25	**Presentation #1:** New requirements for the reporting of inventories under the ETF: from BUR/NatCom to BTR and the national inventory report (NIR)	Fernando Farias, UNEP-CCC
08:25 - 08:35	Q&A	
08:35 - 08:55	**Presentation #2:** Contents of the Common Reporting Table (CRT), abridged version	Khetsiwe Khumalo, UNEP-CCC
08:55 - 09:05	Q&A	
09:05 - 09:20	**Presentation #3:** Introduction to new UNFCCC tools available for reporting inventories	Tomoyuki Aizawa and Lornaliza Kogler, UNFCCC

09:20 - 09:30	Q&A	
09:30 - 09:45	Instructions for following stages: Data needs for following stages II and III of the Workshop. Presentation of templates to be filled as a part of the workshop	Fernando Farias, UNEP-CCC
09:45 - 09:55	Q&A	
09:55 - 10:00	Closing	CBIT-GSP

Stage II: Data Collection

In this stage, templates are distributed to country representatives. These templates contain useful information for preparing national greenhouse gas inventories. The main objective is to gain a comprehensive understanding of the current framework for developing the national greenhouse gas inventory and the progress made in addressing the key components of the inventory that will be reported in the first biennial transparency report. This information must be provided by the country representatives attending the event and must be made available before the next stage (Stage III). The organizers will be available to answer any possible questions arising from the countries during this phase.

Deadline for submission: **19 May 2024**

Stage III: Physical Workshop

Proposed Agenda: Training Workshop on preparation and reporting of results of national GHG inventories under the ETF of the Paris Agreement

Day 1: 22 May 2024: National inventory systems in practice

Time	Activities	Speaker
08:30 - 09:00	Arrival and registration of participants, and payment of DSA	Organizers
09:00 - 09:05	Opening and presentation of Facilitator	Facilitator
09:05 - 09:10	Welcome by Host country	Host representative
09:10 - 09:25	Welcome by CBIT-GSP and Authorities	Fatima-Zahra Taibi, GEF, UNEP (TBC), PATPA (TBC)
09:25 - 09:40	Purpose and objectives for the next 3 days	Fatima-Zahra Taibi
09:40 - 09:50	Group picture	Facilitator
09:50 - 09:55	Workshop process and housekeeping	Facilitator
09:55 - 10:10	Initial energizer to facilitate meeting among participants	Facilitator
10:10 - 10:30	**Presentation:** Introduction to the new requirements for reporting national GHG inventories under the Paris Agreement (MPGs) and associated flexibility provisions. Presentation of contents of the Common Reporting Table (CRT)	Fernando Farias, UNEP-CCC
10:30 - 10:40	Q&A and sharing of opinions	Facilitator
10:40 - 11:00	**Coffee break**	

Time	Activities	Speaker
11:00 - 11:20	**Exercise**: applying different flexibility provisions for developing countries (tables and text)	Fernando Farias, UNEP-CCC
11:20 - 11:30	**Presentation**: Institutional arrangement for national inventory systems (NIS) following the MPGs and sustainable systems for data collection	Khetsiwe Khumalo, UNEP-CCC
11:30 - 11:40	Q&A and sharing of opinions	Facilitator
11:40 - 12:10	**Panel**: Country experiences of implementing NIS: what works and what does not	Country #1 Thailand Country #2 Morocco Country #3: Vanuatu
12:10 - 12:15	Announcements	Facilitator
12:15 - 13:15	**Lunch**	
13:15 - 13:20	Small energizer	Facilitator
13:20 - 13:35	**Presentation:** Inventory workplan and management of the inventory cycle	Fernando Farias, UNEP-CCC
13:35 - 14:00	**Exercises:** On inventory planning, preparation, and management	Fernando Farias, UNEP-CCC
14:00 - 14:20	**Presentation:** Management of QA/QC and documentation material	Tomoyuki Aizawa, UNFCCC
14:20 - 15:00	**Exercises**: On QA/QC of inventories	Fernando Farias, UNEP-CCC
15:00 - 15:20	**Coffee break**	
15:20 - 15:40	**Presentation:** Data management system for archiving the inventory data and international examples of data management systems	Khetsiwe Khumalo, UNEP-CCC
15:40 - 16:00	**Presentation:** Design of the inventory improvement plan to facilitate improved reporting and transparency over time	Jaypalsinh Chauhan, CBIT-GSP
16:00 - 16:30	**Exercise:** Group work on designing an inventory improvement plan	Fernando Farias, UNEP-CCC
16:30 - 16:45	**Reporting** in the room from groups and discussion	Facilitator
16:45 - 17:15	**Panel:** Innovative experiences from country inventory teams (including local training activities and inventory awareness and dissemination examples)	Country #4 Tunisia Country #5 India Country #6 PNG/Fiji
17:15 - 17:20	**Summary** of learning and take-aways from the day as well as outlook for Day 2	Khetsiwe Khumalo UNEP-CCC
17:20 - 17:25	Feedback from participants	Facilitator
17:25 - 17:30	End of Day 1	

Day 2: 23 May 2024: Improving technical contents of the Inventory chapter of the BTR and the NID

Time	Activities	Speaker
08:30 - 08:55	Arrival of Participants	

Time	Activities	Speaker
08:55 - 09:00	Summary of lessons learned from previous day and presentation of the agenda of today	Facilitator
09:00 - 09:10	Small energizer	Facilitator
09:10 - 09:25	**Presentation:** Cross sectorial issues: Part I: methodologies, parameters, and data; key category analysis; time-series consistency and recalculations; uncertainty assessment; assessment of completeness and notation keys	Jaypalsinh Chauhan, CBIT-GSP
09:25 - 09:30	Q&A and sharing of opinions	Facilitator
09:30 - 10:00	**Exercises** to apply the concepts of the previous presentation	Fernando Farias, UNEP-CCC
10:00 - 10:20	**Presentation:** Cross sectorial issues: Part II: QA/QC; emission factors, and metrics	Fernando Farias, UNEP-CCC
10:20 - 10:30	Q&A and sharing of opinions	Facilitator
10:30 - 10:50	**Coffee break**	
10:50 - 11:30	**Panel:** International experiences on cross sectorial issues, including development of country-specific and regional emission factors	Country #7 Malaysia Country #8 TBD Country #9 TBD
11:30 - 11:45	**Presentation:** Dealing with inventory data gaps and time-series consistency: issues with data availability; non-calendar year data; completion of missing data (splicing techniques) and recalculations	Khetsiwe Khumalo, UNEP-CCC
11:45 - 11:55	Q&A and sharing of opinions	Facilitator
11:55 - 12:30	**Exercise:** Resolving data gaps using splicing techniques	Jaypalsinh Chauhan, CBIT-GSP
12:30 - 13:30	**Lunch**	
13:30 - 13:35	Small energizer	Facilitator
13:35 - 14:00	**Reporting guidance:** improving presentation of data from the national inventory in the BTR and the NID (using CBIT-GSP DIN template)	Fernando Farias, UNEP-CCC
14:00 - 14:30	**Exercise** on improving data presentation: how a good inventory chapter should look like	Fernando Farias, UNEP-CCC
14:30 - 15:30	**Sectorial module**: **Energy data and approaches**: international bunker fuel emissions, reference approach, and feedstocks and non-energy use of fuels. Include examples and exercises	Jaypalsinh Chauhan, CBIT-GSP
15:30 - 15:50	**Coffee break**	
15:50 - 16:50	Continuation **Sectoriel module** session	Fernando Farias, UNEP-CCC
16:50 - 17:15	**Summary** of main results of sectorial module	Facilitator
17:15 - 17:20	**Summary** of learning and take-aways from the day as well as outlook for Day 3	UNEP-CCC and Fatima-Zahra Taibi
17:20 - 17:25	**Feedback** from participants	Facilitator
17:25 - 17:30	End of Day 2	

Day 3: 24 May 2024: UNFCCC reporting tools and CBIT-GSP network experience exchange

Time	Activities	Speaker
08:30 - 08:55	Arrival of Participants	
08:55 - 09:00	**Summary** of lessons learned from previous day and presentation of the agenda of today	Facilitator
09:00 - 09:10	Small energizer	Facilitator
09:10 - 09:40	**Presentation:** Using IPCC software x CRT reporting	Lisa Hanle, IPCC (TBC)
09:40 - 10:00	**Panel:** Country experiences using the IPCC software	Country #10 Philippines Country #11 Lebanon
10:00 - 10:30	**Presentation**: Links between the national inventory data and common reporting tables (CRTs) with NDC tracking reporting and common tabular format (CTF)	Khetsiwe Khumalo, UNEP-CCC
10:30 - 10:40	Q&A and sharing of opinions	Facilitator
10:40 - 11:00	**Coffee break**	
11:00 - 11:20	**Presentation:** Technical summary of NGI topics covered in the workshop	Fernando Farias, UNEP-CCC
11:20 - 12:00	**Presentation:** UNFCCC reporting tools and interoperability between electronic tools	UNFCCC Representative
12:00 - 13:00	**Lunch**	
13:30 - 15:20	**Hands-on Exercises (First part):** UNFCCC reporting tools	UNFCCC Representative
15:20 - 15:40	**Coffee break**	
15:40 - 16:40	**Hands-on Exercises (Second part):** interoperability IPCC and UNFCCC reporting tool	UNFCCC Representative
16:40 - 16:50	Main learnings and evaluation of the event – next steps	Facilitator and Fatima-Zahra Taibi
16:50 - 17:00	Closing of the event	Organizers

Stage IV

The exercises and results produced by the representatives of the countries during the exercises of the face-to-face event (Stage III), will be reviewed by the Experts and sent back to the countries with comments, so that this material can be useful for their future reporting activities. It will also be an option for countries to gather additional data and refine their initial results.

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