Capacity Building Programme for Indian Experts on National Greenhouse Gas Inventory Preparation as per the Enhanced Transparency Framework Guidelines

-- Onsite Training --

Date: 25 April to 1 May 2024

Timing: 9:30 - 17:30 Indian Standard Time

Venue: Indian Institute of Technology Gandhinagar, Gujarat, India

Rooms: AB 1/201 (150 capacity hall) for all plenary sessions, AB 7/101 and AB 7/102 (both 40 capacity virtual classrooms) for parallel/ breakout sessions

Meeting Link: Only for Virtual Trainers

Co-organized by Indian Institute of Technology Gandhinagar (IITGN) and Indian Institute of Management Ahmedabad (IIMA)

Supported by Capacity Building Initiative for Transparency - Global Support Programme (CBIT-GSP) and United States Environmental Protection Agency (US EPA)

Background

Greenhouse Gas (GHG) inventories offer valuable insights into the emissions and removals of GHG from various sources and sinks in the different sectors of the economy. Once this information is gathered, it becomes possible to identify suitable mitigation actions or policies, develop baseline scenarios, and formulate projections. Furthermore, countries that are parties to the United Nations Framework Convention on Climate Change (UNFCCC) and also the Paris Agreement must regularly submit their GHG inventories. From 2024 onwards, countries have to submit the Biennial Transparency Report (BTR) and one of the mandatory elements is the national inventory report, including the national GHG inventory document (NID) and common reporting tables.

For preparing and reporting national GHG inventories for the BTR, countries must use the 2006 Intergovernmental Panel on Climate Change (IPCC) 2006 guidelines and the adopted common reporting tables (CRT), as prescribed by the relevant CMA decisions (dec. 18/CMA.1, 5/CMA.3). Having adequate knowledge of the 2006 IPCC Guidelines is crucial for countries to ensure the quality of GHG inventories and meet the TACCC principles (i.e. transparency,

accuracy, completeness, consistency and comparability). Furthermore, to improve GHG inventories over time, countries need to have a deep understanding of the importance of various components involved in the preparation and management of a GHG inventory, such as data collection and management (e.g. archiving), quality assurance and quality control (QA/QC), verification, key category analysis, recalculation and uncertainty assessment, and improvement planning.

Exploring the 2006 IPCC Guidelines for National Greenhouse Gas Inventories is essential in the Energy, IPPU, Agriculture, FOLU and Waste Sectors, providing a comprehensive roadmap for effective GHG emission and removal reporting measures. The 2006 IPCC guidelines cover all major sources and sinks of GHGs, providing guidance on data collection, emission/removal estimation, uncertainty assessment, and reporting requirements. This comprehensive coverage ensures that countries consider all relevant factors in their inventory preparation, leading to more accurate and comprehensive assessments of their emissions profile. The 2006 IPCC guidelines for national GHG inventories offer policymakers useful insights, allowing them to evaluate the efficacy of current climate policies, pinpoint areas that require immediate attention, and monitor advancements towards emission reduction goals. Precise and dependable inventories are crucial for formulating evidence-based policies that promote sustainable development and climate resilience.

The TACCC principles are fundamental guidelines for the preparation of national greenhouse gas inventories, ensuring robustness, comparability, and transparency in reporting emissions data. The TACCC principles stand for Transparency, Accuracy, Consistency, Completeness, and Comparability. Transparency requires clear documentation of methodologies, data sources, and assumptions to foster understanding and trust among stakeholders. Accuracy emphasizes the use of reliable data, emission factors, and estimation techniques to minimize errors and uncertainties. Consistency ensures that inventories are prepared using consistent methodologies and data sources over time, facilitating meaningful comparisons of emission trends. Completeness mandates the inclusion of all relevant emission sources and sinks within a country's boundaries, providing a comprehensive assessment of total GHG emissions. Comparability aims to standardize reporting formats, methodologies, and data quality assurance procedures to enable fair comparisons of emissions between countries or regions. Training will focus on adhering to these principles enhances the credibility and utility of GHG inventories, supporting informed decision-making and international collaboration in addressing climate change.

Energy sector plays a pivotal role in national greenhouse gas (GHG) inventories, encompassing emissions from fossil fuel combustion (e.g., electricity generation, industry, transport), and other energy-related activities (e.g., oil and gas production, coal mining, etc.). Accurate data collection and robust methodologies are essential to capture emissions across the energy value chain, including direct emissions from stationary and mobile sources as well as indirect emissions from energy consumption. Participants will delve into methodologies, principles,

and reporting requirements, gaining insights to contribute meaningfully to the accurate measurement and reporting of greenhouse gas emissions and removals.

Industrial processes and product use (IPPU) emissions are a crucial component that needs to be reported in national greenhouse gas inventories. These emissions arise from various industrial activities such as chemical production, cement manufacturing, and metal processing, as well as from the use of products such as refrigerants and insulating foams. The quantification of these emissions is essential for understanding the overall impact of industrial processes on climate change and for developing effective mitigation strategies. Including industrial processes and product use emissions in national greenhouse gas inventories provides policymakers with valuable data to make informed decisions on reducing emissions and transitioning towards more sustainable industrial practices.

Agriculture is a complex sector with emissions arising from enteric fermentation, manure management, agricultural soils, rice cultivation, and biomass burning from cropland. The enhanced transparency framework emphasizes accurate measurement and reporting of agricultural emissions, including through sustainable practices. Robust collection of activity data and emission factor selection are crucial for assessing the sector's contribution to overall GHG emissions.

Forestry and Other Land Use (FOLU) are integral to GHG inventories due to their role in carbon sequestration (i.e. in biomass and soil) and emissions from deforestation, afforestation, and forest management practices. The enhanced transparency framework emphasizes reporting on forest carbon stocks, land-use changes, and emissions/removals from forestry activities. Comprehensive monitoring, reporting, and verification (MRV) systems are essential to track changes in forest carbon stocks accurately.

The Waste sector encompasses emissions from solid waste disposal (i.e., landfill), wastewater treatment, and biological treatment (e.g., composting, anaerobic digestion at biogas facilities), incineration and open burning. Meeting enhanced transparency requirements involves accurate accounting of waste generation, disposal practices, and methane capture/utilization. Reporting on waste management strategies, recycling efforts, and emissions reduction measures is critical for assessing the sector's environmental impact and contributing to circular economy goals.

Dive into the intricacies of the 2006 IPCC Guidelines for National Greenhouse Gas Inventory tailored for all sectors in this dedicated training workshop. Unveiling the compass for precise measurement and reporting of greenhouse gas emissions, participants will explore core principles, methodologies, and reporting intricacies outlined in these guidelines. Originating from the IPCC, these guidelines serve as an essential resource for nations navigating the assessment and reporting of greenhouse gas inventories in all sectors. This workshop aims to demystify key aspects, including inventory planning, data collection, and reporting practices, empowering participants to actively contribute to national and global efforts addressing climate change within the Energy, IPPU, Agriculture, FOLU and Waste Sectors.

Objectives and purpose of the training

The primary objectives of this training workshop are to provide participants with a comprehensive understanding of the 2006 IPCC Guidelines for National Greenhouse Gas Inventory in all Sectors. Participants will explore the fundamental principles, methodologies, and reporting requirements outlined in these guidelines, with a specific focus on their practical application.

The workshop aims to equip participants with the knowledge and insights necessary to actively contribute to accurate measurement and reporting of greenhouse gas emissions, fostering a deeper understanding of sustainability practices in these critical sectors.

Specific objectives:

- Equip participants with a deeper understanding of the IPCC 2006 guidelines for GHG inventory across five sectors.
- Familiarize participants with the Biennial Transparency Report requirements under the Paris Agreement and its Enhanced Transparency Framework (ETF).
- Guide participants in developing a comprehensive national inventory document.
- Provide hands-on training on utilizing the common reporting table for efficient reporting.
- Exchange experiences and lessons learned, corresponding to the application of tools and systems for reporting inventory data with ETF provisions.
- Foster collaboration and knowledge sharing among participants from diverse backgrounds and sectors.

Participants and resource persons

The participants for this training session include a diverse group comprising representatives from CIMFR, IIP, NIAS, CII, IARI, NDRI, CSTEP, IISC, FSI, NRSC and NEERI. An international team of experts, available through CBIT-GSP, is set to enrich the session with expertise. Additionally, a country expert, Prof. Amit Garg will support the training activities. The key resource institutes for this training workshop are US EPA and IPCC. With a wealth of experience, US EPA is poised to contribute valuable insights and knowledge, enriching the training session with practical expertise and guidance for participants. The collaboration of these individuals from various sectors and backgrounds promises a dynamic and comprehensive learning environment.

Training Agenda

Time	Activity	Speaker
Day 01 - 25/04/2024 - Thursday		
08:45 - 09:45 (60 min)	Arrival and registration of participants	Admin Staff
09:45 - 10:15 (30 min)	Opening session and welcoming remarks	1. Prof. Amit Prashant *Dean R&D, IITGN* 2. Dr. Sharath Kr. Pallerla *Advisor, MoEFCC* 3. Dr. Ajay Raghava *Additional Director, Climate Change, MOEFCC* 4. Prof. Amit Garg *Professor, IIM Ahmedabad* 5. Prof. Vikrant Jain *HOD Earth Sciences, IITGN* 6. Prof. Vimal Mishra *Professor, IITGN* 7. Mr. Jaypalsinh Chauhan *Asia Coordinator, UNEP CCC* 8. Prof. C. N. Pandey *Professor, IITGN*
10:15 - 10:30 (15 min)	Welcome by CBIT-GSP, Introduction to Trainers	Jaypalsinh Chauhan
10:30 - 10:50 (20 min)	Purpose and Objectives for the next 7 days	Amit Garg
10:50 - 11:00 (10 min)	Group Photo	Admin Staff
11:00 - 11:20	Tea/Coffee Break	
11:20 - 11:45 (25 min)	Mentimeter Exercise	Jaypalsinh Chauhan
11:45 - 12:30 (45 min)	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) followed by Q &A session	Jaypalsinh Chauhan
12:30 - 13:30	Lunch Break	
13:30 - 14:15 (45 min)	Presentation: BUR and BTR status, plans for preparation of National GHG Inventory for BTR, challenges in preparing GHG Inventory under the ETF (NID/BTR) compared with the MRV	Sharath Kumar Pallerla/Ajay Raghava

	(BUR), Institutional Arrangement followed by Q &A session	
14:15 - 14:45 (30 min)	Institutional Arrangement ● Overview of institutional arrangement for managing and supervising emissions reporting. ● Discussion on roles and responsibilities of key stakeholders. Insights into successful institutional model followed by Q&A session	Jaypalsinh Chauhan
14:45 - 15:00	Tea/Coffee Break	
15:00 - 16:15 (75 min)	Energy Sector: Key Challenges and Gaps, BUR and BTR preparation status, Difference in reporting under BTR and BUR, Future improvement plans	Pinaki Sarkar (50 min) D. Mohanty (25 min)
Day 02 - 26/04/2024 - Friday		
09:30-10:15 (45 min)	Demonstration of Common Reporting Tables (CRTs) with 2019 GHG Inventory Data	Amit Garg and Jaypalsinh Chauhan
10:15-11:15 (60 min)	Transport Sector: Key Challenges and Gaps, BUR and BTR preparation status, Difference in reporting under BTR and BUR, Future improvement plans	Sunil Pathak (30 min) Sumana Bhattacharya (30 min)
11:15-11:30	Tea/Coffee Break	
11:30-12:30 (60 min)	Industry Sector: Key Challenges and Gaps, BUR and BTR preparation status, Difference in reporting under BTR and BUR, Future improvement plans	CII Team (Arun, Priyanka, Neha and Jasleen)
12:30-13:45 (75 min)	Agriculture Sector: Key Challenges and Gaps, BUR and BTR preparation status, Difference in reporting under BTR and BUR, Future improvement plans	Niveta Jain (50 min) Aarti Bhatia Gautam Mondal (25 min)
13:45-14:30	Lunch Break	
14:30-15:15 (45 min)	Carbon sequestration by the mangroves on Gujarat coast	C N Pandey
15:15 - 16:15 (60 min)	LULUCF Sector: Key Challenges and Gaps, BUR and BTR preparation status, Difference in reporting under BTR and BUR, Future improvement plans	Prakash Lakhchaura Rajesh Kumar Girish Pujar Indu Murthy Rajiv Chaturvedi
16:15 - 16:30	Tea/Coffee Break	
16:30 - 17:15 (45 min)	Waste Sector: Key Challenges and Gaps, BUR and BTR preparation status, Difference in reporting under BTR and BUR, Future improvement plans	M. Karthik (25 min) Debarshee Khan (20 min)

17:15 - 17:45 (30 min)	Installation of IPCC Inventory Software, Information on UNFCCC ETF Reporting Tool	Jaypalsinh Chauhan
Day 03 - 27/04/2024 - Saturday		
09:00 - 09:30 (30 min)	Trainers and Participants: Get to know each other	Jaypalsinh Chauhan and US EPA Team
09:30 - 10:00 (30 min)	Carbon sequestration: Examples from India	Pankaj Khanna
10:00 - 11:10 (80 min)	IPCC 2006 Guidelines (Activity Data, Emission Factors and different Tiers) and Modalities, Procedures and Guidelines (MPGs) including Hands on exercise. A. Approaches to Data Collection, Existing Data Management System, Gaps, and Suggestions B. Time Series Consistency including Splicing Techniques (Including practical exercise)	A. Mausami Desai B. Kenna Rewcastle
11:10 - 11:20 (10 min)	Group Photo	Admin Staff
11:20 - 11:40	Tea/Coffee Break	
11:40 - 12:30 (50 min)	C. Methodological Choice and Identification of Key Categories D. Uncertainty analysis	C. Mausami Desai D. Jaypalsinh Chauhan
12:30 - 13:30 (60 min)	E. Quality Assurance/Quality Control and Verification F. Archiving	E. Mausami Desai F. Mausami Desai and Keyle Horton
13:30 - 14:30	Lunch Break	
14:30 - 15:00 (30 min)	G. Recalculation (Change of GWP Values) H. Flexibility Provisions	G. Jaypalsinh Chauhan H. Mausami Desai
15:00 - 15:45 (45 min)	Data Management, Approach and Data Collection (What types of data to be collected, format). What kind of data required when we are moving towards to Tier 1 to Tier 2/Tier 3	US EPA Team
15:45 - 16:00	Tea/Coffee Break	
16:00 - 17:30 (75 min)	Introduction to the tools and software available for facilitating reporting, Case Studies, Best Practices and Examples.	US EPA Team and IPCC TFI Team
Day 04 - 28/04/2024 - Sunday		
10:00	Field Trip (Local City)	
16:30	Field Trip (Local City)	
Day 05 - 29/04/2024 - Monday (Breakout Room 1)		
08:30 - 09:30 (60 min)	Demonstration of IPCC Inventory Software with interoperability with the ETF Reporting Tool.	IPCC team (Sandro and Lisa)

09:30 - 10:30 (60 min)	Energy Sector: Stationary Combustion: IPCC 2006 Guidelines, Mandatory Requirements (including CRT data inputs) and Flexibility Provisions (including Hands on exercise)	Amit Garg/Jaypalsinh Chauhan
10:30 - 11:00	Tea/Coffee Break	
11:00 - 12:15 (75 min)	Energy Sector: Mobile Combustion: IPCC 2006 Guidelines, Mandatory Requirements (including CRT data inputs) and Flexibility Provisions (including Hands on exercise)	Amit Garg/Jaypalsinh Chauhan
12:15 - 13:15	Lunch Break	
13:15 - 14:00 (45 min)	Energy Sector: Fugitive Emissions: IPCC 2006 Guidelines, Mandatory Requirements (including CRT data inputs) and Flexibility Provisions (including Hands on exercise)	Virtual Session Amit Garg/Jaypalsinh (Data Entry - Lisa)
14:00 - 15:00 (60 min)	Energy Sector: Importance of Data Management, National Energy Balance, Reference and Sectoral Approach (including Hands on exercise)	Virtual Session Brett Cohen (Data Entry - Lisa)
15:00 - 15:20	Tea/Coffee Break	
15:20 - 16:20 (60 min)	Energy Sector: Cross linkage within sector and with other sector, double counting, data gaps, higher tier level methodology	Virtual Session US EPA Team
Day 05 - 29/04/2024 - Monday (Breakout Room 2)		
08:30 - 09:30 (60 min)	US Experience Compiling ODS Substitutes	Virtual Session Dave Godwin, US EPA
09:30 - 10:30 (60 min)	Part 1: IPPU Sector: Mineral, Chemical and Metal Industry: IPCC 2006 Guidelines, Mandatory Requirements and Flexibility Provisions	Mausami Desai and Lisa Hanle
10:30 - 10:45	Tea/Coffee Break	
10:45 - 11:45 (60 min)	Part 2: IPPU Sector Data Entry: Mineral, Chemical and Metal Industry: IPCC 2006 Guidelines, Mandatory Requirements and Flexibility Provisions (including Hands on exercise)	Lisa Hanle
11:45 - 13:00	Lunch Break	
13:00 - 15:00 (120 min)	IPPU Sector: Mineral, Chemical and Metal Industry – moving forwards: Tier 2 requirements for key categories, data collection, improvements, enhancing category-level quality control	Virtual Session Sina Wartmann, Ricardo
15:00 - 15:15	Tea/Coffee Break	

15:15 - 17:00
(105 min)
	IPPU Sector: Electronics Industry, Non- Energy Products from Fuels and Solvent Use, ODS and Other Product manufacture and use:
	- 25 min methodology/data presentation on ODS (the theoretical basis)
	- 15 min questions and answers – clarification questions on methodology
	- 40 min presentation + discussion of US EPA approach on estimating electronics emissions (Stephanie Bogle)
	- 5 min break
	- 35 min discussion session on getting started with estimating ODS substitutes in India:
	  ○ 5 min presentation on how to start estimating ODS substitutes (which gases/applications to focus on, where to find data, key assumptions, improvements over time, helpful tools like IPCC Excel Sheets, US EPA's draft tool for estimating ODS substitutes
	  ○ Discussion on key points for getting started with ODS substitutes estimation in India
	  ▪ Which gases/applications to focus on?
	  ▪ Which data sources to consider (e.g. customs, reporting under Montreal protocol re HFCs, medical industry, etc)
	  ▪ Key assumptions (e.g. lifetime of equipment, number of pieces of equipment in households like fridges, aircons, etc.)
	  ▪ Information required for CRTs
	  ○ Discussion on key points for getting started with electronics production
		Virtual Session
		Sina Wartmann, Ricardo and Stephanie Bogle, US EPA

	estimation in India (similar to ODS discussions) – should time allow	
Day 05 - 29/04/2024 - Monday (Breakout Room 3)		
08:30 - 09:30 (60 min)	Demonstration of IPCC Inventory Software with interoperability with the ETF Reporting Tool.	IPCC team (Sandro and Lisa)
09:30 - 11:00 (90 min)	Discussion of AFOLU key categories according to India's TNC. Introduction to IPCC Inventory Software. Livestock estimates (enteric fermentation and manure management); IPCC 2006 Guidelines, flexibility provisions Discuss data requirements for movement to Tier 2 for livestock emissions (3A1 and 3A2).	Kenna Rewcastle (USEPA) and Leandro Buendia (IPCC lead author) with support from Sandro Federici (IPCC Inventory Software/TSU team lead expert)
11:00 - 11:15	Tea/Coffee Break	
11:15 - 12:30 (75 min)	Calculate 2019 estimates for enteric fermentation and manure management using IPCC Inventory Software.	Kenna Rewcastle (USEPA) and Leandro Buendia (IPCC lead author) with support from Sandro Federici (IPCC Inventory Software/TSU team lead expert)
12:30 - 13:30	Lunch Break	
13:30 - 15:30 (120 min)	Agriculture soil management & rice cultivation; IPCC 2006 guidelines and calculation of 2019 estimates using IPCC Inventory Software. Discuss data requirements for movement to Tier 2 for emissions from 3C4, 3C5, 3C7)	Kenna Rewcastle (USEPA) and Leandro Buendia (IPCC lead author) with support from Sandro Federici (IPCC Inventory Software/TSU team lead expert)
15:30 - 15:45	Tea/Coffee Break	
15:45 - 17:15 (90 min)	Other agriculture emissions (grassland and savanna burning, field burning of agricultural residues, liming, urea); IPCC 2006 Guidelines, calculate 2019 estimates using IPCC Inventory Software.	Kenna Rewcastle (USEPA) and Leandro Buendia (IPCC lead author) with support from Sandro Federici (IPCC Inventory Software/TSU team lead expert)
Day 06 - 30/04/2024 - Tuesday (Breakout Room 1)		
09:00 - 10:15 (75 min)	IPCC Inventory Software - Waste (data entry and CRTs)	Sandro Federici, IPCC team with support from EPA team
10:15 - 10:30	Tea/Coffee Break	
10:30 - 11:30 (60 min)	General discussion and cross cutting issues: Energy, IPPU and Waste	All Resource Persons
11:30 - 12:30	Lunch Break	
12:30 - 14:30	Waste Sector Overview	Virtual Session

(120 min)	Emissions reported in TCN, GHGI Completeness, Cross linkage within and with other sector, Double counting, Data collection\gaps, Higher tier level methodology, Mandatory Requirements and Flexibility Provisions Solid Waste Disposal: • Key methodological approaches in the IPCC 2006 GL • Recalculations • Moving from Tier 1 to Tier 2 Emission estimates using the IPCC Waste Model (including Hands on exercise?)	Sandro Federici, Sabino Del Vento and Serena Churchill
14:30 - 14:45	Tea/Coffee Break	
14:45 - 16:45 (120 min)	Waste Sector: Wastewater Treatment and Discharge: • Key methodological approaches in the IPCC 2006 GL • Moving from Tier 1 to Tier 2 Emission estimates using the All Worksheets in Vol.5 (including Hands on exercise?)	Virtual Session Sabino Del Vento and Serena Churchill
Group Dinner 19:30 Onwards IIT Gandhinagar Campus		
Day 06 - 30/04/2024 - Tuesday (Breakout Room 2)		
09:00 - 10:45 (105 min)	General LULUCF methods from 2006 IPCC Guidelines, land representation data entry.	Kenna Rewcastle (USEPA) and Leandro Buendia (IPCC lead author) with support from Sandro Federici (IPCC Inventory Software/TSU team lead expert)
10:45 - 11:00	Tea/Coffee Break	
11:00 - 12:45 (105 min)	Forest estimates, overview of gain-loss and stock difference methods. Soil carbon stock change estimates (using simulated time series). Demonstration in IPCC Inventory Software to estimate forest removals using 2019 data.	Kenna Rewcastle (USEPA) and Leandro Buendia (IPCC lead author) with support from Sandro Federici (IPCC Inventory Software/TSU team lead expert)
12:45 - 13:45	Lunch Break	
13:45 - 15:30 (105 min)	Wetland estimates, introduction of guidance from IPCC 2013 Wetlands Supplement, spreadsheet tools.	Kenna Rewcastle (USEPA) and Leandro Buendia (IPCC lead author) with support from Sandro Federici (IPCC Inventory Software/TSU team lead expert)

15:30 - 15:45	Tea/Coffee Break	
15:45 - 17:00 (75 min)	Soil carbon stock change estimation, exercise in IPCC Inventory Software using 2019 data and simulated data to create a time-series.	Kenna Rewcastle (USEPA) and Leandro Buendia (IPCC lead author) with support from Sandro Federici (IPCC Inventory Software/TSU team lead expert)
Group Dinner 19:30 Onwards IIT Gandhinagar Campus		
Day 07 - 01/05/2024 - Wednesday		
09:30 - 11:30 (120 min)	Data requirements to move to higher-tier methodology for LULUCF categories ○ Discuss stock-difference data requirements ○ Discuss data needed across time series to estimate soil carbon stock changes ○ Identify and discuss measures to address any completeness elements	Kenna Rewcastle (USEPA) and Leandro Buendia (IPCC lead author) with support from Sandro Federici (IPCC Inventory Software/TSU team lead expert)
11:30 - 13:00	Lunch Break	
13:00 - 14:45 (105 min)	Demonstration of completing CRTs for AFOLU estimates. ○ To start Agriculture matrix for ETF Reporting Tool are available at this time but will crosswalk ALU results with CRT structure for all AFOLU source-categories, including LULUCF tables. ○ Discuss information needed for CRT completion, including level of disaggregation needed to report emissions, activity data, and other parameters. ○ Discuss the land-use matrix component of CRTs	Kenna Rewcastle (USEPA) and Leandro Buendia (IPCC lead author) with support from Sandro Federici (IPCC Inventory Software/TSU team lead expert)
14:45 - 15:00	Tea/Coffee Break	
15:00 - 17:00 (120 min)	Preliminary improvement plan, Exercise/Test for participants Wrapping-up and Mentimeter Certificate distribution Vote of thanks, Concluding remarks, End of the session	Organizers

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