

Training Workshop: Preparation and Reporting of Results of National GHG Inventories under the ETF of the Paris Agreement

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Presentation: Data Management System for Archiving the Inventory Data

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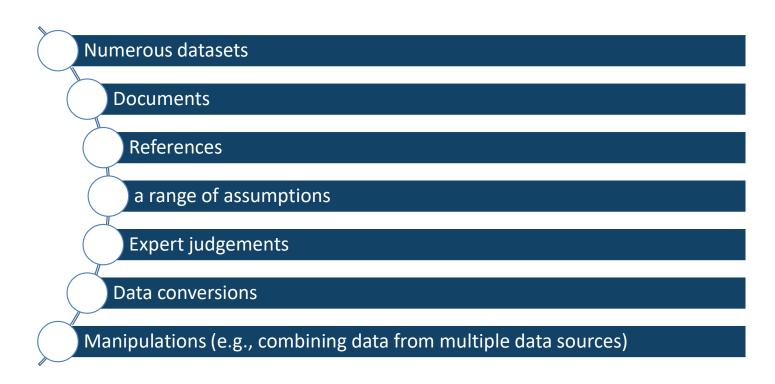






Data Management Systems for GHG Inventory

Compilation and combination of information in different formats:





















Data Management Systems for GHG Inventories

Functions:

For calculating estimates

For sharing information between providers-receptors, inter o intra institutional

Aggregating and reporting GHG inventory data

Public outreach of GHG inventory data

Archiving



















Data Management Systems for GHG Inventories

Simple:

a collection of spreadsheets, databases and software systems for calculating GHG estimates.

Tools appropriate to national circumstances, including the complexity of their data and methods.

Sophisticated:

database tools connected to the internet and available for users to upload data and to operate from remote locations.



















Types of Data Management Systems

Excel-Based	Specialized software	Combination of excel-based, access based and specialized software
Austria	Germany	New Zealand
Hungary		United Kingdom
		Netherlands

Data management systems can vary considerably in terms of their functions, forms, operational resources, and system access arrangements, depending on a country's specific context.

Source: World Resource Institute. Data Management Systems for National Greenhouse Gas Inventories





















Common practice for documentation within calculation tools

Using standard classification and nomenclatures for compilation of estimates (this nomenclature can be based on country-specific or IPCC or other recognised classifications

Including metadata in each file and maintaining a master list of the calculation files, their types, authors, and versions

Using a standard file naming convention across categories and inventory cycles

Documentation in tools with evidence of the implementation of QA/QC procedures

Colour coding or other visual formatting to differentiate between areas of data input, calculations, QA/QC

Checks, explanations, and outputs

Documenting where historical data or methods have been revised

Documentation of complex models

Standard output format for all reported data



















GHG Inventory Archive

- An **inventory archive** is a collection of information related to the GHG inventory compilation process, reporting, and institutional arrangements.
- Having easy access to such information will help:
 - Current and future inventory compilers understand previously used data, methodologies, structures, processes, etc., so that they can prepare the inventory efficiently and in a manner that is consistent with prior inventories,
 - Increase the **sustainability of the national GHG inventory** management system over time, and
 - Increase the transparency of current reporting under the UNFCCC

Source: U.S. EPA Toolkit for Building National GHG Inventory Systems

















Content of an Inventory Archive

Inventory compilation plan

Institutional arrangements

Methods and data documentation

Any files used for calculation (e.g., spreadsheets, models, databases, IPCC Inventory Software)

QA/QC procedures

Key category analysis

Drafts and final electronic versions of the inventory report

Internal and external review comments and responses

Archiving system

Improvement plan















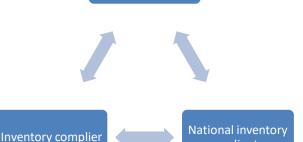




Archiving System

- The overall objective of plan:
 - to identify what information created during the compilation of your national inventory will be archived
 - where it will be archived
 - when it will be archived
 - by whom it will be archived
 - who will have access to it and how.

The Archiving Coordinator may need to work with the National Inventory Coordinator (NIC) and other inventory team members to develop this plan.



coordinator

Archiving Coordinator



















Responsibilities of Archiving Coordinator

Develop and oversee implementation of the Archiving System

Maintain the Archiving System, and review and update it as required (at least every inventory compilation cycle)

Convey the Archiving System to the inventory compilers, including:

- The responsibilities for each inventory compiler regarding the documents to be archived and archiving timelines
- The location of the archive
- Instructions regarding access, the file structure, and file/folder naming conventions

Tracking the implementation of activities in the Archiving System

















Responsibilities of the National Inventory Coordinator

Coordinate with Sector/Category Leads and the Archiving Coordinator to convey relevant archiving responsibilities to all inventory compilers and data providers

Ensure that the inventory archive is saved in a secure location

Confirm that the inventory archive includes your latest inventory report, estimation files, and all completed templates

These files, preferably in an editable format, can serve as the starting point for your next inventory cycle.



















Archiving Procedures Checklist I

Activity	Due Date	Activity Completed	
Archiving Coordinator		Completed by (name)	Date
Create official archive, backup, and access requirements	[Enter Date]	[Enter Text]	
Generate folder structure and naming convention			
Update the archiving system and deadlines			
Convey archive structure, naming convention, access, and archiving system to inventory compilers			
Collect and archive documents describing institutional arrangements			
Collect and archive documents describing methods and data collected			
Collect and archive the inventory compilation plan			
Collect and archive any files used for calculation or recalculations			
Collect and archive any files used for assessing uncertainty of the Inventory estimates overall and at the category level			



















Archiving Procedures Checklist II

Activity	Due Date	Activity Completed	
Archiving Coordinator		Completed by (name)	Date
Collect and archive the QA/QC plan and results of QA/QC assessments	[Enter Date]	[Enter Text]	
Collect and archive results of quality control processes			
Collect and archive the key category analysis			
Collect and archive drafts and final versions of the inventory report			
Collect and archive external review comments and responses			
Archive documentation of the archiving system			
Collect and archive the national inventory improvement plan			
Collect and archive contacts and contact information for data sources			
Collect and archive communication with data sources and the data obtained			
Collect and archive documents indicating decision-making related to the compilation process (e.g., minutes of meetings of the GHG inventory compilers, email correspondence)			













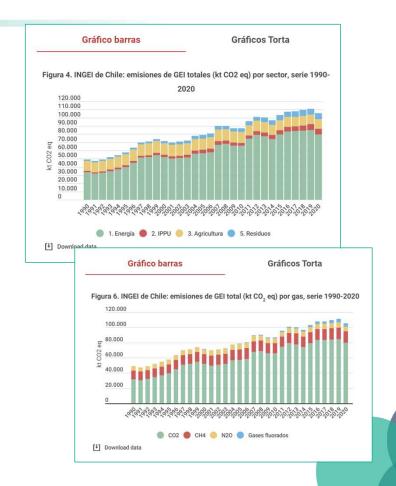






National inventory platform and vizualization tool- Chile





























Thank you for your attention!

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