Concept Note and Agenda

Training on Preparation and Submissions of National Inventory Reports under the ETF of the Paris Agreement

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

Date: 23-25 July 2024 | Time: 9:00-17:30 hrs | Venue: Hotel Dann Carlton

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 (TACCC) 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 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 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 ETF, 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 GHG emissions, increasing their adaptive capacities as well as monitoring, learning and communicating this transparently.

The Regional Networks for the **Spanish speaking Latin America and the Caribbean and the Anglophone Caribbean** are invited to participate in a joint training exercise aimed at improving capacities of the national teams for preparation and reporting the inventories 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 Institute of Hydrology, Meteorology and Environmental Studies (IDEAM) of Colombia and held in Bogota.**

Objective

The main objective of the training 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.
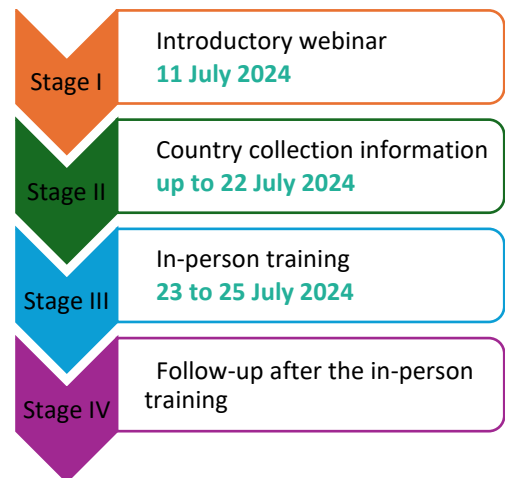
Audience

This activity is intended for technical officers who work as coordinators of the 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 stage and provides instructions to the participants of the other parts of the training (Stage I).

A second phase (Phase II) is 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 used for the exercises to be carried out in the in-person training (Stage III).

A third phase (Stage III) consists of the in-person training where, through practical exercises and presentations, it will be possible to acquire knowledge

Stage	
Stage I	Introductory webinar **11 July 2024**
Stage II	Country collection information **up to 22 July 2024**
Stage III	In-person training **23 to 25 July 2024**
Stage IV	Follow-up after the in-person training

and insights for a successful reporting of inventories under the ETF.
A final follow-up phase (Stage IV) is aimed at providing feedback to the participants on the exercises and results produced by the country representatives during the in-person training.

Language
The introductory webinar and the in-person training will be in both English and Spanish.

Stage I: Introductory Webinar
This webinar is the initial stage of the training to be carried out in support of countries belonging to both the Spanish speaking Latin America and the Caribbean and the Anglophone Caribbean Regional Transparency Networks under the CBIT-GSP, on tools and approaches to improve preparation and reporting of results of inventories following guidelines issued under the Paris Agreement. The introductory webinar will provide instructions to the participants on the other parts of the training and summarizes some of the most relevant content to be included in greater detail in the in-person training that will take place on 23-25 July 2024 in Bogota (Colombia).

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

Preliminary agenda for the introductory webinar

Date: 11 July 2024 | **Time:** 10:00 AST | **Format:** Online

Time	Activities	Presenter
5 minutes	Opening and welcome	CBIT GSP and PATPA
5 minutes	Mentimeter	CBIT GSP
5 minutes	Explanation of the whole stages of the training: objectives, content, and format	Fatima-Zahra Taibi, UNEP-CCC
15 minutes	**Presentation 1:** New requirements for the reporting of inventories under the ETF: from BUR/NatCom to BTR and the NIR	Fernando Farias, UNEP-CCC
15 minutes	**Presentation 2:** Contents of the Common Reporting Table (CRT), abridged version	UNEP-CCC
10 minutes	Q&A	
15 minutes	**Presentation 3:** Introduction to new UNFCCC tools available for reporting inventories	UNFCCC
10 minutes	Q&A	
15 minutes	Instructions for following stages: data needs for following stages II and III of the training. Presentation of templates to be filled as a part of the training	Fernando Farias, UNEP-CCC
15 minutes	Q&A	
5 minutes	Mentimeter	CBIT-GSP

5 minutes	Presentation of the team and closing	CBIT-GSP and PATPA

Stage II: Country collection information

In this stage, templates are distributed to country representatives. These templates contain useful information for preparing inventories. The main objective is to gain a comprehensive understanding of the current framework for developing the inventories and the progress made in addressing the key components of the inventory that will be reported in the first BTR. 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: **22 July 2024**

Stage III: In-person Training

Agenda: Training on Preparation and Submission of NIR under the ETF

Day 1. 23 July 2024: National inventory systems in practice

Time	Activities	Speaker
08:30-09:00	Arrival and registration of participants, and payment of DSA	Organizers
09:00-09:25	Joint Opening by Host country and Organisers	*Ghisliane Echeverry, Director of Institute of Hydrology, Meteorology and Environmental Studies, Colombia* *Fatima-Zahra Taibi, CBIT-GSP Global Coordinator (UNEP-CCC)* *Tim Bantel, Regional Group Coordinator del Grupo Regional de PATPA (GIZ)*
09:25-9:35	Purpose and objective for the next three days and housekeeping	*Fatima-Zahra Taibi (UNEP-CCC)*
09:35-10:00	Group Picture and Welcome Activity	Pia Zevallos, Facilitator (PATPA)
10:00-10:30	**Presentation:** Introduction to the new requirements for reporting national GHG inventories under the Paris Agreement (MPGs) and associated flexibility provisions. <u>***Exercise:***</u> applying different flexibility provisions for developing countries	*Fernando Farías (UNEP-CCC)*
10:30-10:50	Q&A, Exchange of opinions	Pia Zevallos, Facilitator (PATPA)
10:50-11:10	**Health Break**	
11:10-11:30	**Presentation:** Institutional arrangement for national inventory systems (NIS) following the MPGs	*Paulo Cornejo (UNEP-CCC)*
11:30-11:45	Q&A, Exchange of opinions	Pia Zevallos, Facilitator (PATPA)

Time	Activities	Speaker
11:45-12:30	**Panel 1.** Interviews on country experiences in implementing and managing national inventory systems: What works and what has not worked	***Moderator:*** *Brittany Meighan Rancharan (CBIT-GSP)* ***Panelists****:* *Edalmi Pinelo (Forest Department of **Belize**)* *Melani Acosta (Ministerio de Ambiente de **Panamá**)* *Laura Aranguren (IDEAM de **Colombia**)*
12:30-13:30	**Lunch**	
13:30-13:40	Short exercise and energizer	Pia Zevallos, Facilitator (PATPA)
13:40-14:25	**Group Exercise:** Inventory work plan and management of the inventory cycle	*Fernando Farías (UNEP-CCC)*
14:25-14:35	**Reporting** from workgroups	All Participants
14:35-15:20	**Group Exercise:** Good practices for management of QA/QC plan and inventory improvement plan	*Brittany Meighan Rancharan (UNEP-CCC)*
15:20-15:30	**Reporting** from workgroups	All Participants
15:30-15:50	**Health Break**	
15:50-16:10	**Presentation:** Data management system for archiving the inventory data and international examples of data management systems	*Paulo Cornejo (UNEP-CCC)*
16:10-16:25	Q&A, Exchange of opinions	Pia Zevallos, Facilitator (PATPA)
16:25-17:10	**Panel 2.** Innovative practices applied for inventory management, training and awareness	***Moderator:*** *Colombia* *Use of Python coding for NID development| Kevin Basoa **(Chile)*** *Promoting capacity-building as part of national inventory development | Darien Jones] (**Trinidad and Tobago**)* *Public awareness of national inventory results| Virginia Sena **(Uruguay)***
17:10-17:30	**Summary** of learnings and takeaways, **Outlook** for Day 2, **Feedback** from participants	Pia Zevallos, Facilitator (PATPA)
19:30-21:30	Welcome Reception Cocktail	Venue (TBC)

Day 2. 24 July 2024: Improving technical contents of the Inventory chapter of the BTR and the NID

Time	Activities	Speaker
08:30-09:00	Arrival of Participants	
09:00-09:15	**Summary** of lessons learned from previous day and presentation of the agenda of today & small energizer	Pia Zevallos, Facilitator (PATPA)
09:15-09:30	**Reporting guidance: Introduction of the national inventory document:** improving presentation of data from the national inventory in the BTR and the NID (using CBIT-GSP NID template)	*Paulo Cornejo UNEP-CCC)*
09:30-10:00	**Cross Cutting issues:** **Part I:** methodologies, parameters, and data source; key categories time-series consistency and recalculations; uncertainty assessment; assessment of completeness and notation keys	*Cristina Urrutia (PATPA)*
10:00-10:50	**Exercise** on cross cutting issues	*Cristina Urrutia (PATPA)*
10:50-11:10	**Health Break**	
11:10-10:40	**Cross Cutting issues:** **Part 2:** QA/QC, and recalculations; uncertainty assessment; assessment of completeness and time-series consistency and recalculations	*Fernando Farías (UNEP-CCC)*
10:40-12:30	**Exercise:** Crosscutting Issues (Part 2): Filling Information Gaps Using Splicing Techniques	*Fernando Farías (UNEP-CCC)*
12:30-13:30	**Lunch**	
13:30-13:40	**Short Energizer**	Pia Zevallos, Facilitator (PATPA)
13:40-14:00	**Presentation:** GHG emissions and absorption trends at the national level	*Paulo Cornejo UNEP-CCC)*
14:00-14:15	Q&A, Exchange of opinions	
14:15-14:45	**Presentation:** presentation of information on sectoral chapters: sector overview, description of trends, methodologies, and category specific information. Special emphasis on information from the Energy and LULUCF sectors	*Cristina Urrutia (PATPA)* *Fernando Farías (UNEP-CCC)*
14:45-15:30	**Group Exercise:** improving presentation of data from the national inventory in the BTR and the NID (using CBIT-GSP NID template)	*Cristina Urrutia (PATPA)* *Fernando Farías (UNEP-CCC)*
15:30-15:50	**Health Break**	
15:50-17:10	**Panel 3.** Round Table on inventory improvements	***Moderador:*** ***Panelists:*** *Mariea Suegrim (**Guyana**)* *Orvin Paige (**Antigua and Barbuda**)* *TBC (Argentina)* *Leonardo Pineda (IDEAM de Colombia**)*

Time	Activities	Speaker
17:10-17:30	**Summary** of learnings and takeaways, **Outlook** for Day 2, **Feedback** from participants	Pia Zevallos, Facilitator (PATPA)

Day 3. 25 July 2024: UNFCCC Reporting Tools and CBIT-GSP networks experience exchanges

Time	Activities	Speaker
08:30-09:00	**Arrival of Participants**	
09:00-09:15	**Summary** of lessons learned from previous day and presentation of the agenda of the day	Pia Zevallos, Facilitator (PATPA)
09:15-09:30	**Presentation:** Links between the national inventory data and common reporting tables (CRTs) with NDC tracking reporting and common tabular format (CTF)	*Fernando Farías (UNEP-CCC)*
09:30-09:45	**Q&A, Exchange of opinions**	Pia Zevallos, Facilitator (PATPA)
09:45-10:20	**Presentation:** Demonstration using IPCC software for CRT reporting	*Lisa Hanle (IPCC)*
10:20-10:50	**Introduction to ETF reporting tools and Hands-On Exercises on using GHG Inventory reporting tool including interoperability with IPCC software**	*Nashib Kafle and Lornaliza Kogler (UNFCCC)*
10:50-11:10	**Health Break**	
11:10-12:30	**Introduction to ETF reporting tools and Hands-On Exercises on using GHG Inventory reporting tool including interoperability with IPCC software**	*Nashib Kafle and Lornaliza Kogler (UNFCCC)*
12:30-13:30	**Lunch**	
13:30-13:40	Short Energizer	Pia Zevallos, Facilitator (PATPA)
13:40-15:00	**Introduction to ETF reporting tools and Hands-On Exercises on using GHG Inventory reporting tool including interoperability with IPCC softwar**e	*Nashib Kafle and Lornaliza Kogler (UNFCCC)*
15:00-16:30	**Network Coordination meeting for regional inventory networks**	*Brittany Meighan Rancharan Paulo Cornejo (CBIT-GSP regional coordinators)*
16:30-16:50	**Health Break**	
16:50-17:15	Main learnings and evaluation of the event – next steps	*Fatima-Zahra Taibi (UNEP-CCC)*
17:15-17:30	**Closing of the Event**	*Ghisliane Echeverry, Director of IDEAM, Colombia* *Tim Bantel, Regional Coordinator PATPA (GIZ)* *Fatima-Zahra Taibi, CBIT-GSP Global Coordinator(UNEP-CCC)*

Stage IV: Follow-up after the in-person training

The exercises and results produced by the representatives of the countries during the exercises of the in-person training (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.