Hands-on Training on Implementing the Enhanced Transparency Framework: Key elements to fast-track the Development of the Biennial Transparency Reports in Botswana

31st March – 3rd April 2025
In-country support Gaborone, Botswana

Background

The Enhanced Transparency Framework (ETF) under the Paris Agreement builds on and enhances the existing Measurement, Reporting and Verification (MRV) arrangements under the Convention. With the adoption of the Modalities, Procedures and Guidelines (MPGs) for the ETF at COP24 and the corresponding common reporting tables (CRTs), common tabular formats (CTFs) and outlines at COP26, developing country Parties are already taking steps to implement the ETF.

The MPGs define new and enhanced reporting requirements which require more depth, scope and frequency in reporting efforts that could place a significant challenge to the resources and capacities of developing country Parties. In this sense, the MPGs also enshrined flexibility provisions for developing country Parties with capacity constraints whose efforts for the transition are expected to be considerable. In that context, Parties need to familiarize themselves with the MPGs, the common tabular formats and the common reporting tables to prepare and report information on climate action and support in their first Biennial Transparency Reports (BTRs).

The objective of the **CBIT-GSP** is to provide streamlined support and capacity-building at the national, regional, and global levels 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 plans to achieve this through multiple support modalities, including establishing and working with 10 Transparency Networks across the globe to foster south-south collaboration, knowledge-sharing, and learning among countries.

About Botswana

Botswana submitted its first BUR in 2019 with GHG inventory for the year 2015 is presented as an update of GHG inventory contained in the Third National Communication for the year 2014. The gases covered are namely carbon dioxide (CO_2), methane (CH_4), nitrous oxide (N_2O) and sectors covered are Energy, Industrial Processes, Agriculture, Land Use and Land Use Change and Waste.

The 2015 GHG inventory was compiled using the IPCC 2006 Guidelines Inventory Software Version 2.54 for data entry, emission calculation, results and analysis, for all sectors and the UNFCCC software was used for reporting the GHG inventory trend analysis. Good Practice

Guidelines and Uncertainty Management in National GHG Inventories in response to the request from the United Nations Framework Convention on Climate Change (UNFCCC) for the Intergovernmental Panel on Climate Change (IPCC) were also used during preparation of this report. The 100-year time horizon global warming potentials (GWP) relative to CO_2 adapted from the Second Assessment Report (SAR) were used to convert the estimated CH_4, N_2O and HFCs emissions to CO_2 equivalents.

Objective

The hands-on training aims to provide an overview of reporting requirements under Article 13 of the Paris Agreement, focusing on key elements identified to fast-track BTR development in Botswana. The training will enhance the capacity of technical experts in Botswana on key concepts of the ETF and information required under the MPGs for the preparation and submission of BTR. This hands-on training is designed to equip the participants with the necessary skills to improve their contributions to national reporting under the ETF of the Paris Agreement. The specific objectives are:

- To strengthen the capacity of Botswana's technical experts and promoting the understanding of provisions related to the modalities, procedures, and guidelines (MPGs) for the enhanced transparency framework.
  - Tracking the progress of NDCs under the ETF, including mitigation assessment, Enhance the capacity in GHG inventory reporting requirements in accordance with the MPGs.
  - Tracking the progress of implementation and achievement of NDCs through indicators, and support needed and received in relation to tracking the progress of NDCs.
- Methods, procedures and processes for updating and development of NDC 3.0
- Institutional arrangements for the preparation of the BTR in Botswana
- Enhance capacity in data collection and archiving system

Audience

Targeted participants are the government officials from line Ministries, other stakeholders and experts from over 40 institutions involved in UNFCCC reporting agencies, including public sector institutions, academia, research, the private sector, and non-government organizations from Botswana.

AGENDA

Hands-on training on implementing the enhanced transparency framework and fast-track the development of the Biennial Transparency Reporting Botswana.

Time	Activity	Facilitator(s)	
Day 1			
Session 1	**Registration and Introduction**		
09:00 – 09:25	Arrival and registration		
09:25 – 09:50	Welcome and opening remarks • Representatives from • The Ministry • UNDP • CBIT GSP		
09:50 - 10:00	Workshop Objectives and housekeeping rules	Botswana	
10:00 – 10:15	Getting to know each other – introduction of the participants followed by a Mentimeter quiz	CBIT-GSP	
10:15 – 10:30	**Tea/Coffee Break**		
Session 2	**Session 2: Introduction to the Paris Agreement and Transitioning towards ETF**		
10:30 – 10:50	Overview of reporting requirements under Article 13 of the Paris Agreement, including understanding the transition towards the ETF. Provisions under the ETF & MPGs, including commonalities and differences between MRV arrangements under the Convention and ETF under the Paris Agreement	CBIT-GSP	
10:50 – 11:00	Q&A session		
11:00 – 11:25	Country Presentation: Botswana NDC: State of play. BUR/NC status, plans for preparation of BTR, implementation of the current NDC, and preparation for the next round of NDC.	Botswana	
11:25 – 12:15	Interactive discussion: Country readiness to implementation of the ETF (*based on guiding questions*)	CBIT	
11:15 – 11:30	Health Break		
Session 3	**Overview of a Robust Institutional Arrangement**		
12:15 – 12:400	Presentation: How to build robust Institutional Arrangement, sustainable engagement of stakeholders	UNDP	
12:40 – 13:00	Presentation: NDC revision processes: experiences from other countries	UNDP	
13:00 – 14:00	Lunch break		
Session 4	**Key sections of the BTR outline**		
14:00 – 14:20	Presentation Introduction to the BTR outline, common reporting tables & formats and flexibility. Mandatory vs. non-mandatory provisions.	CBIT-GSP	
14:20 – 14:35	Presentation: Introduction to the reporting tools	UNDP	
14:35 – 14:45	Q&A session		
14:45 – 15:05	Presentation: Definition of NDC indicators	CBIT-GSP	
15: 05 – 15:15	Q&A session		
15:15 – 16:00	Interactive exercise: Definitions of SMART indicators *(This will help participants to be prepared for day 2 – filling the tables 1 and 2)*	All	
16:00 – 16:15	Report back in plenary Wrap and Closure for Day One	All	
16:15 – 16.45	Refreshments		

Time	Activity	Facilitator(s)	
Day 2			
08:30 – 08:45	**Arrivals and registration**		
08:45 – 09:00	Presentation of the agenda of the day	CBIT-GSP	
Session 5	**Reporting on the progress in implementing the NDC: Common Tabular Formats**		
09:00 – 09:20	Presentation: An overview of the common tabular formats for reporting on the progress in implementing the NDC, including an example of filled common tabular formats	UNDP	
09:20 – 09:30	**Q&A session**	All	
09:30 – 09:50	Examples: Presentation of a few examples of how information on NDC tracking progress can be reported in a CTF tables	CBIT-GSP	
09: 50 – 10:00	Health break		
10:00 – 10:10	Introduce the exercise: guiding participants on what to do; then to go through the exercise together with all of them on the screen.	CBIT-GSP	
10:10 – 11:50	Interactive exercise to fill main reporting tables based on the Botswana NDC: Table 1 and 2	All	
11:50 – 12:20	Interactive exercise to fill main reporting tables based on the Botswana NDC: Table 4	All	
12:20 – 13:00	Results and comments on the three exercises (*Going together through the tables and filling them all together while receiving the feedback from the exercise*)	All	
13:00 – 14:00	Lunch break		
14:00 – 14:20	Presentation: Mitigation assessment and elements of mitigation tracking.	CBIT-GSP	
14:20 – 15:30	Interactive exercise to fill main reporting tables based on the Botswana NDC and BUR1: Table 5: Mitigation policies and measures, actions, and plans	UNDP	
15:30 – 16:00	Results and comments on exercise for Table 5 (*Going together through the tables and filling them all together while receiving the feedback from the exercise*)	UNDP	
16:00 – 16:15	Wrap up of day 2		
16:15 – 16.45	Refreshments		

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	Day 3		
08:30 – 08:45	Arrivals and registration	All	
08:45 – 09:00	Presentation of the agenda of the day	CIBT-GSP	
09:00 – 09:20	Presentation: Introduction and explanation of Tables 6 to 9: GHG emissions and removals, Projections with WM, WEM, WAM Scenarios	UNDP	
09:20 – 09:30	Exercise: Filling CTF Table 7	All	
09:30 – 09:50	Presentation: Introduction and explanation of Tables 10, 11 12: Q&A and comments	CBIT-GSP	
09:50 – 10:10	Exercise: Filling CTF Tables 10 and 11		
10:20 – 10:35	Health Break		
Session 6	Reporting on GHG inventory		
10:35 – 11:00	Presentation: Information on GHG inventory reporting requirements in accordance with the MPGs: Commonalities and differences from NC and BTR requirements.	UNDP	
11:00 – 11:30	Q&A session	ALL	
11:30 – 12:00	**Presentation:** Overview of GHG inventories Common Reporting Tables (CRTs) & NIR outline	UNDP	
12:00 – 13:00	Q&A session		
	Lunch break		
13:00 - 14:00	Interactive discussion on current practices, challenges and lessons learned for reporting GHG inventories (*based on guiding questions)*	UNDP	
14:00 – 14:20	Examples: Information presented by other countries on GHG inventories	UNDP	
14:20 – 14:40	Alternative regional and international data sources for GHG inventory	UNDP	
14:40 – 14:50	Q&A session	All	
14:50 – 15:30	**Interactive exercise**: Participants will be invited to prepare an example using the national GHG inventories CTRs.	UNDP	
15:30 – 15:45	Q&A session	All	
15:45 – 16:15	**Day wrap-up:** Reflection on GHG inventory.	UNDP	
16:15 – 16:45	Refreshment		

Time	Activity	Facilitator(s)	
Day 4			
08:30 – 08:45	Arrivals and registration		
08:45 – 09:00	Presentation of the agenda of the day		
09:00 – 9:30	General Q&A session responding to any remaining questions from participants. (*Share the pre-workshop survey through which questions will be collected in view of the workshop objectives*)	CBIT-GSP	
9:30 – 10:00	Presentation: Introduction and explanation the NDC 3.0 roadmap development	UNDP	
10:00 – 10:45	Exercise: Filling and discussing different parts of the NDC 3.0 Road map and presentation of the roadmap	UNDP	
10:45 – 11:00	Health Break		
Session 7	FTC Support needed and received		
11:00 – 11:45	**Presentation:** Presentation: Reporting requirements on support needed and received in accordance with the MPGs: • Commonalities and differences from NC and BTR requirements	CBIT-GSP	
11:45 – 12:00	Overview of information to be reported in the common tabular formats for FTC needed and received	CBIT-GSP	
12:00 – 12:30	**Presentation:** Experience of Botswana in tracking and reporting on support needed and received	Botswana	
12:30 – 14:00	**Lunch break**		
14:00 – 14:20	Mentimeter and workshop satisfaction survey	CBIT-GSP	
14:20 – 14:45	Closing and way forward.	Botswana	
14:45 – 15:00	**Concluding remarks**		

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