BTR Finalization and NDC Alignment Workshop

Saint George's, Grenada | 1st April – 4th April 2025

Day 3

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Journal

1. What do I hope to take away from today's session?
2. Which challenges or open questions would I like to address?

Energiser - Find the truth

- Individual: each participant thinks of 3 interesting "facts" about themselves, two of which must be completely made up. These could be anything from a place they've lived, a hobby they (don't) have, or a famous person they say they've met, etc. (1 min)
- In groups of three: each participant tells the small group their 3 statements. The other team members much decide on the facts they think are true. (6 min)
- In plenary: which groups found 3, 2, 1 truths. (3 min)

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QA/QC

The importance of quality in transparency

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The difference

Quality Control (QC):

- System of **routine** technical activities to assess and maintain the quality of GHG Inventory
- Performed **while** the Inventory is being compiled
- Performed by the **compiling team**

- **Quality Assurance** (QA):
- Planned system of **review** procedures
- Performed **upon a completed** GHG Inventory following the implementation of QC procedures
- Performed by **personnel not involved** in the GHG Inventory compilation

It may seem only relevant to the Inventory

The data quality issue, including its Quality Assurance/Quality Control (QA/QC), is developed mainly to describe the characteristics of **National Inventories** (Section II.C.6 of the MPG).

II. Report of the national inventory of anthropogenic emissions by sources and anthropogenic removals by sinks of greenhouse gases.

C. _ Methods 6. Quality assurance/ quality control (QA/QC):

- develop an inventory QA/QC plan according to IPCC guidelines (para. 34)
- implement general inventory QC procedures consistent with your QA/QC plan and IPCC guidelines (para. 35)
- put in place specific QC procedures for each category, for the main categories and those individual categories where significant changes have occurred (para. 35)
- apply QA procedures by entrusting basic examinations of their inventories to other experts (expert peer review) (para. 35)

But it is not

Other elements of the MPGs that are key to compliance with the Paris Agreement are also based on having good information, which in turn will be useful for climate decision-making in each country. For example:

III. Information necessary to track progress made in implementing and achieving nationally determined contributions under Article 4 of the Paris Agreement

III.D. ***Policies, measures, actions and mitigation plans to report***

III.F. ***Projections of GHG***

And it is also fundamental for the NDC updating work, as baseline values for both old and new indicators are the foundations of the whole process!

TACCC

QA/QC plays a crucial to ensure the TACCC principles:

Transparency – Assumption and methodologies are clearly explained and documented

Accuracy – Estimates are within an acceptable range on uncertainty, which is aimed to be continuously reduced over time

Consistency –Methodologies are kept consistent among years (including Base Year), gases and categories

Comparability – Methodologies, allocation of categories, reporting format should be the same across parties

Completeness – Estimates are reported for all relevant categories and gases

Additional principles

Relevance – Information should be relevant to mitigation and adaptation to climate change

Traceability – Document all data sources and associated results

Continuous improvement – Rely on improved and most recent data, and data management system

Security – Procedures to identify, process, present and manage confidential data

Coordination – Efficient coordination inside and outside the institution to avoid duplication of efforts and ensure data flow

Free access – Use of tools to make information available to stakeholders and the community

Main components of a QA/QC System

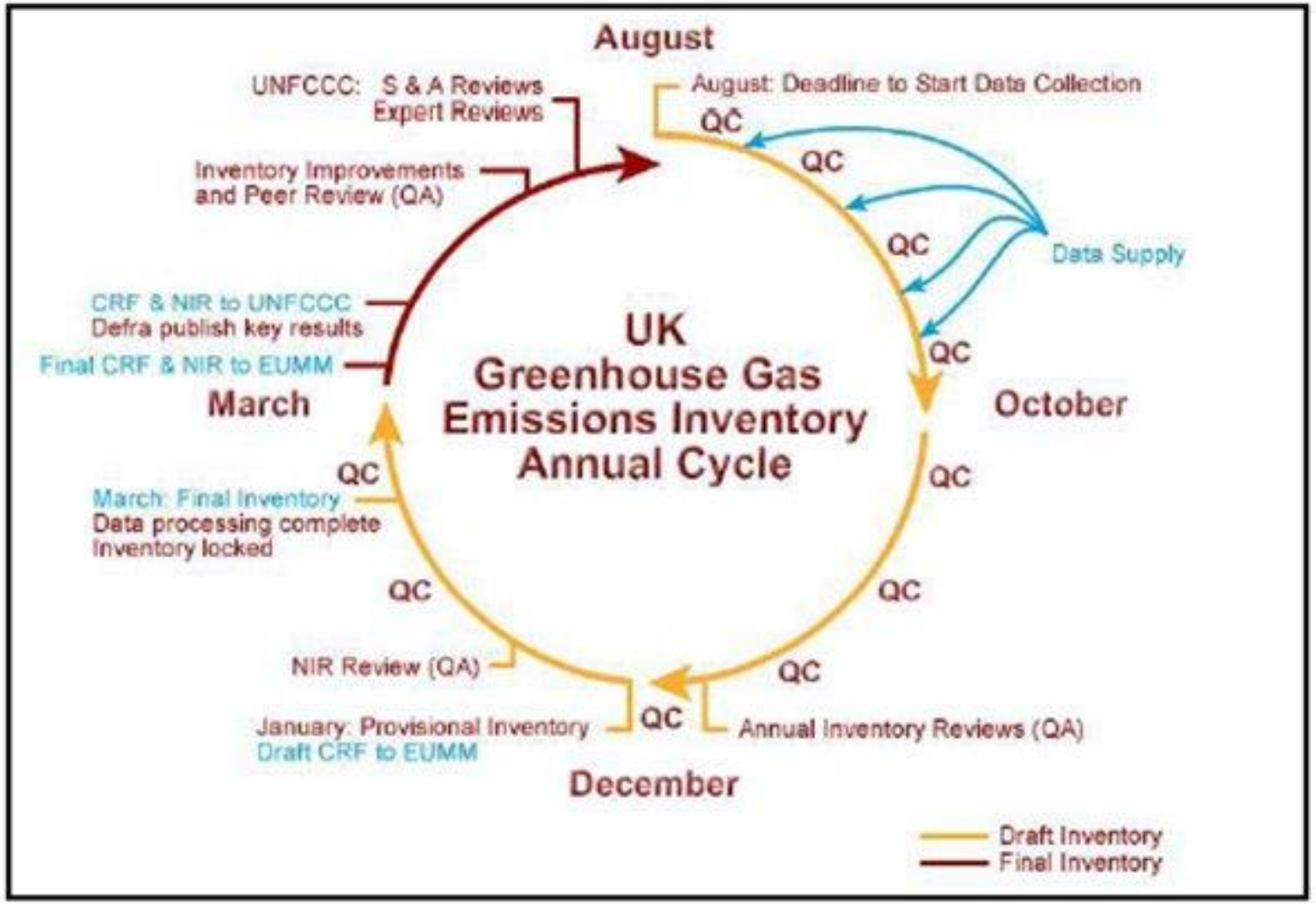
QA/QC plan	Defines the specific quality objectives and QA/QC activities. It also assigns roles, responsibilities and a schedule. Supervised by the general manager of QA/QC
Implementation phase and QC	Physical performance of QA/QC activities throughout the collection, compilation and reporting phases of the inventory compilation cycle
QA	Activities that check data integrity performed by external team
Documentation archiving	Documentation and archiving of all data sources, methods, assumptions and records of activities performed, with findings and recommendations

When resources/time are running low

QA/QC should prioritize:

- **Key categories**
- **High uncertainty**
- **Significant changes in category trends**
- **Higher tiers/complex models**
- **Overlaps with other categories**
- **Time passed since last QA/QC for that category**
- **Significant changes in methodology/data processing**

Source: Ricardo AEA, 2014.



Bonus exercise – Assign the roles

Discuss how to better assign the following roles for the next cycle of preparation of the GHG inventory of your country (use the cycle presented in the next slide)

Sectorial teams

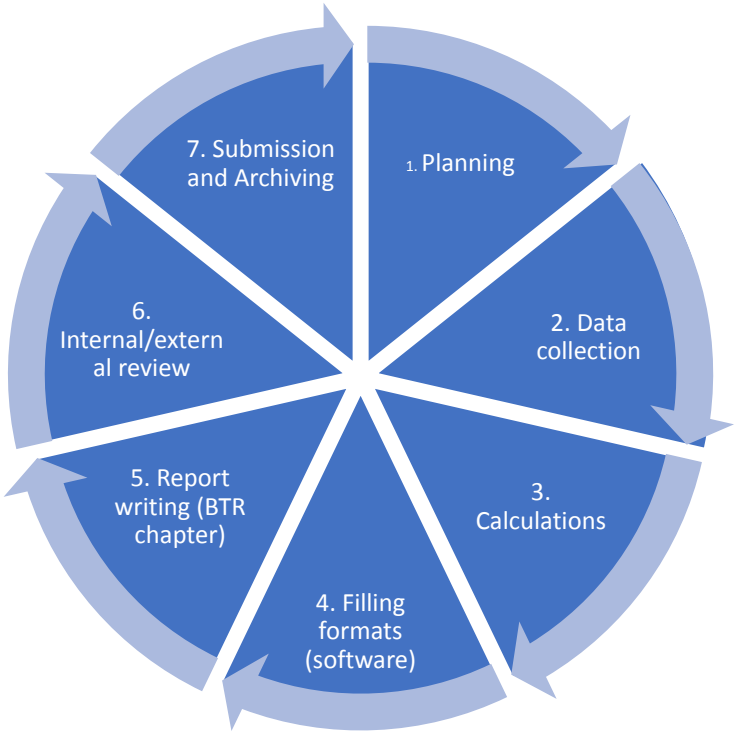
Inventory manager

External (QA) Reviewer

Inventory compiler

Data provider

Sectorial Leader



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Thank you!

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Bonus exercise 2 – Gannt Chart

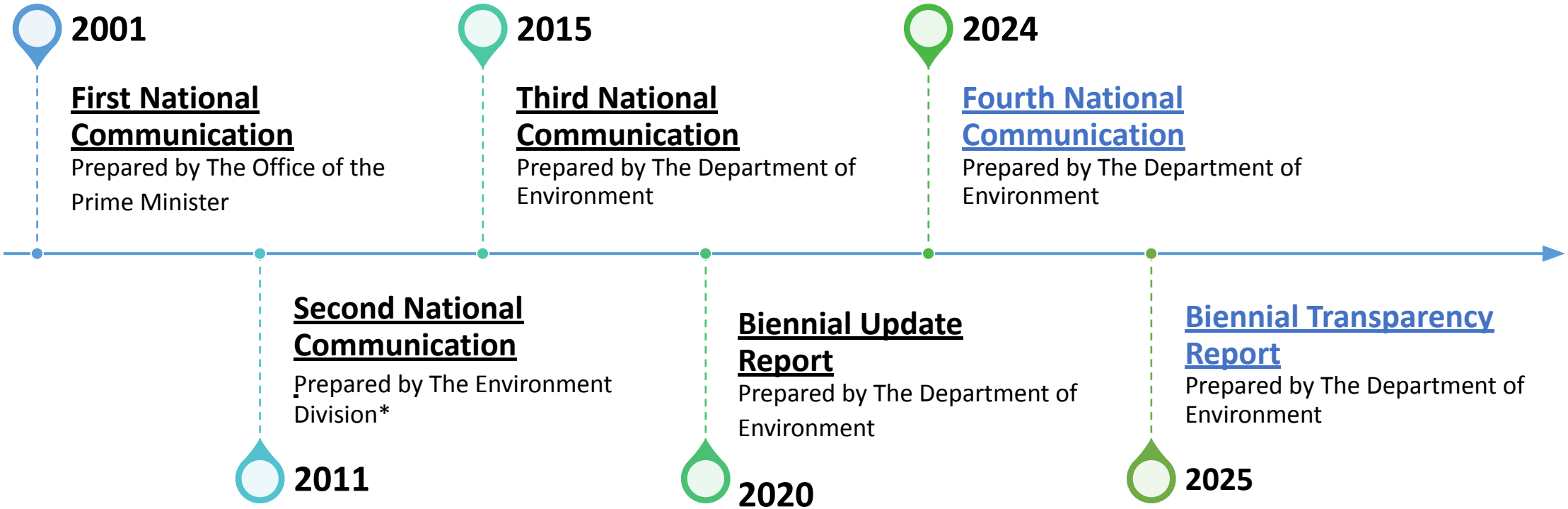
Activities			July	August	September	October	November	December
Planning								
Data collection								
Calculations								
Filling of formats (report software)								
Report writing (BTR chapter)								
Internal/External reviewing								
Submission (BTR or stand alone)								
Documentation of future improvements								
Archiving								

Facilitating Improved Reporting and Transparency Over Time, QA/QC in practice.

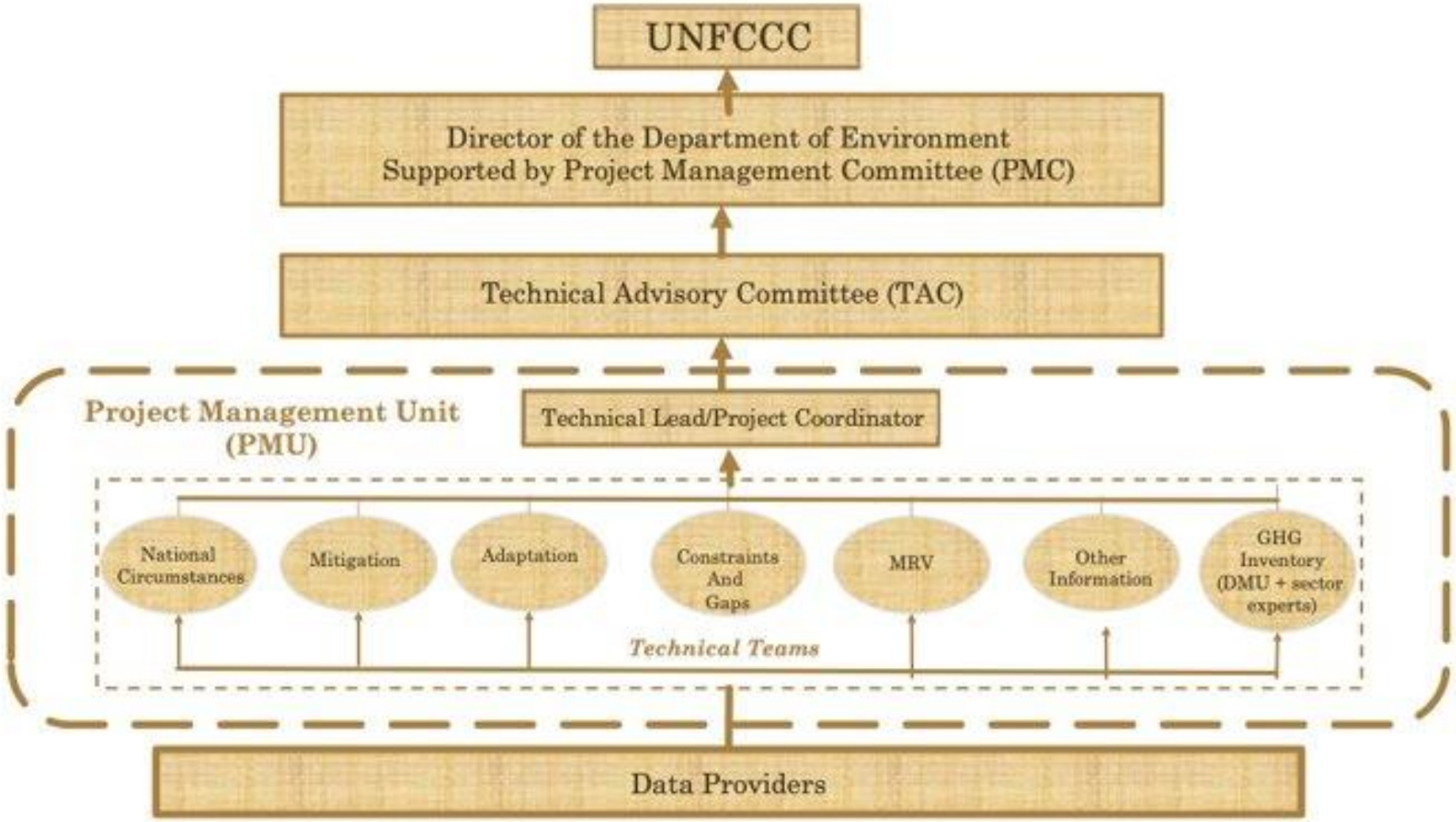
Antigua and Barbuda

Aaliyah Tuitt

Reports submitted to the UNFCCC

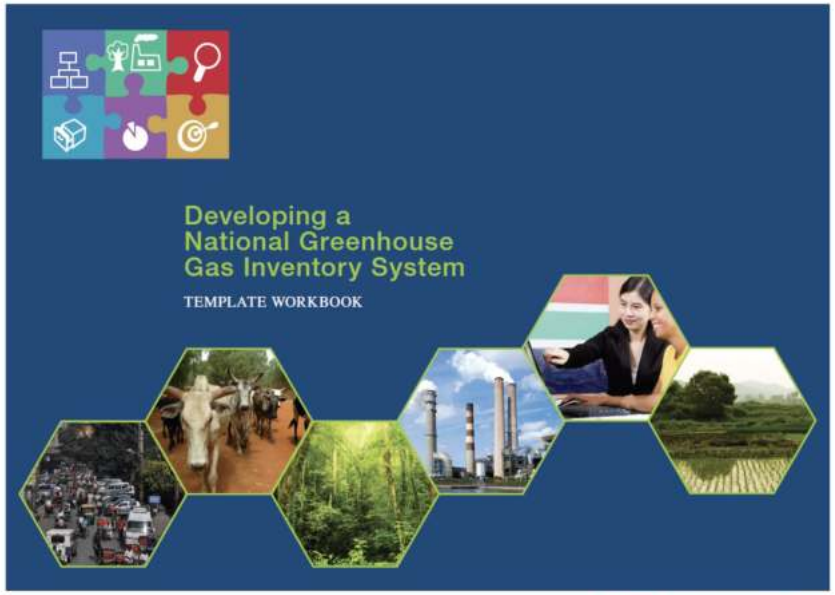


Institutional Arrangements



GHG Inventory Process

- Use of 2006 IPCC Guidelines
- National Inventory Management System (NIMS)
  - QA/QC Procedures
- Management by the Monitoring, Evaluation and Data Management Unit (DMU)
- Validation Workshop
- Review by Technical Advisory Committee (TAC)
- External Review



Template 3: Description of QA/QC Procedures

Table 3.2: General (Tier 1) QC Activities

QC Activity	Procedures	Task Completed		Corrective Measure Taken	
		Name/ Initials	Date	Supporting Documents (List Document Name)	Date
Data Gathering, Input, and Handling Checks					
Check that assumptions and criteria for the selection of activity data and emission factors are documented.	• Cross-check descriptions of activity data and emission factors with information on categories and ensure that these are properly recorded and archived.	JW			
Check for transcription errors in data input and reference.	• Confirm that bibliographical data references are properly cited in the internal documentation (MDD template report) • Cross-check a sample of input data from each category (either measurements or parameters used in calculations) for transcription errors. • Utilize electronic data where possible to minimize transcription errors. • Check that spreadsheet features are use d to minimize user/entry error: o Avoid hardwiring factors into formulas. o Create automatic look-up tables for common values used throughout calculations. o Use cell protection so fixed data cannot accidentally be changed. o Build in automated checks, such as computational checks for calculations, or range checks for input data.	JW			
Check that emissions/removals	• Reproduce a representative sample of emissions/removals calculations.				

National Reports

- Technical Analysis by TTE (BUR)
- Antigua and Barbuda Capacity Building for Improved Transparency (CBIT) Project
  - QA/QC Guidelines
  - MOUs for data sharing
  - Environment Registry
- Internal review by Department of Environment Project Management Unit (PMU) & DMU
- Use of the Technical Advisory Committee
- Training sessions on UNFCCC reporting requirements and IPCC guidelines

Any Questions?

Contact: aaliyah.tuitt@ab.gov.ag

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Coffee Break

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Finalizing BTR1

Key considerations for completing the BTR

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Taking Stock: Challenges in BTR1 Preparation for Caribbean SIDS

- Small Island Developing States (SIDS) face unique constraints, including limited technical capacity and financial resources.
- Data collection and management systems are often fragmented, making it difficult to compile the necessary information.
- Institutional arrangements for transparency reporting are still evolving, requiring ownership of the BTR by organizations responsible for climate policy and NDC implementation.
- Aligning BTRs with NDC updates is complex, as both processes require extensive stakeholder engagement and data synchronization.

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Where to start?

1. **Get your Green light**
   (political commitment & start sensitizing stakeholders)
2. **Plan $$ Resource Available**
   GEF project funds / core team
3. **Take Stock of Human Resources**
   – get core team together/ decide leads
4. **Build an internal Roadmap**
5. **Decide modality of preparing your chapters** – internal /consultancy/ hybrid
6. **Decide on chapters & Flexibilities** mandatory should be prioritized
   GHG and NDC Progress
7. **Just Start!**
   (even if all resources/ TORs/ data are not 100% available)

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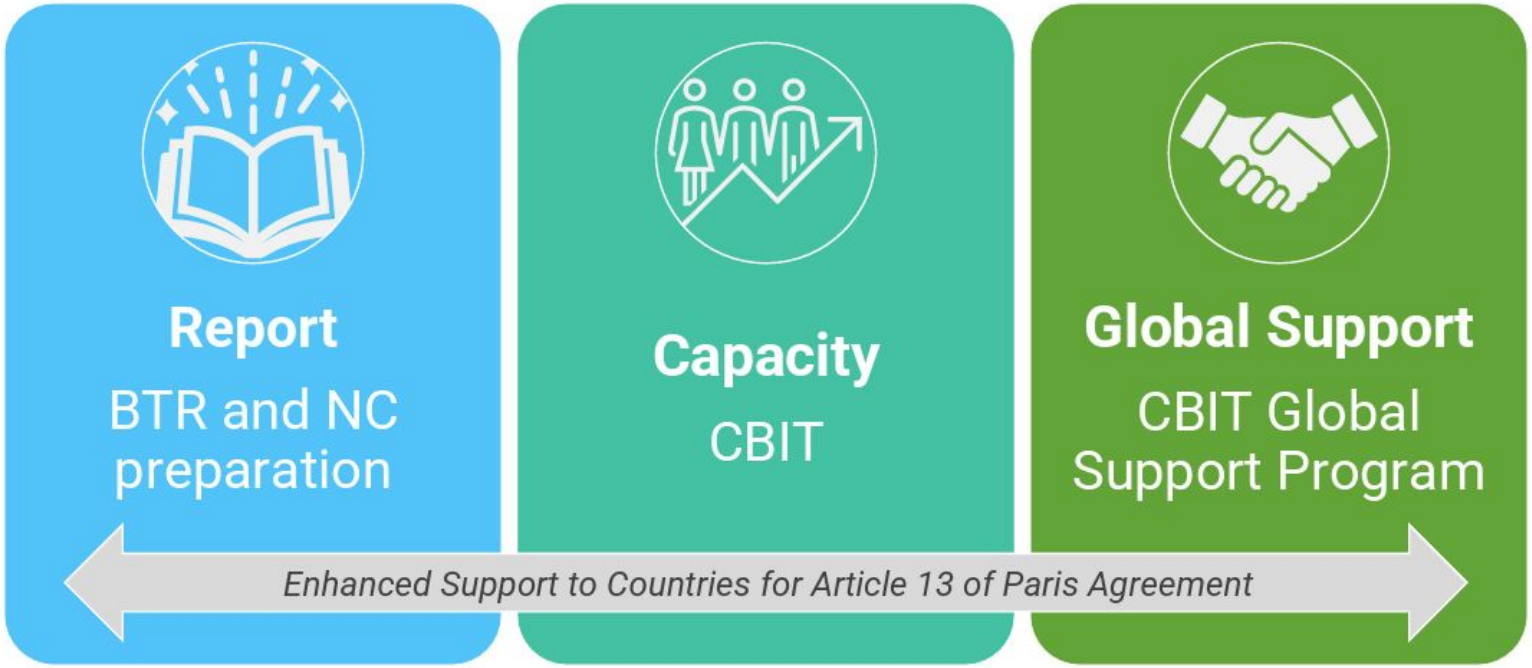
GEF Support to the Enhanced Transparency Framework (ETF)



Role of Implementing Agencies in facilitating the BTR and NC

Guide for Preparing the BTR

- Use the guidance and tools available (share them with your teams/consultants!)
- Focus on mandatory ‘shall’ (recommendations) & continue with ‘should’ (encouragements)
- Look at others! (BTRs and CTFs/CRTs) – UNFCCC Submissions Portals
- Follow the outline to the extent possible to facilitate the TER
- Be relevant and clear/transparent: A balance between TER and stakeholders (policy & public)
- Provide transparent info on methods, EFs and AD for your key categories

Prioritize the national system

- Formalization of the process and data arrangements –including role of national statistical offices.
- Internalization of knowledge & improving capacities
- Involving different national stakeholders in the process
- Seeking regional & international cooperation
- Increased public awareness and scrutiny: inventories at the start of the policy cycle
- Formalization of the roles and responsibilities of different actors
- Apply a stepwise approach to sustained improvements
- UNFCCC reviews (to assist the Party improve reporting) and audits

Inventory Preparation

- Systematize data collection and move away from ad-hoc efforts (Archive your data, and specific procedures as a starting effort for BTR1)
- Build relationships with data providers, establish institutional arrangements to ensure they provide the data you need (e.g. working groups).
- Provide templates for data providers for inputting data.
- If your GHG inventory is in the early stages, focus on completeness first and then on accuracy.
- Become a reviewer to become a better compiler.
- If QC/QA is a challenge, focus on QC first. • The executive summary should include the information you want the world to know.

Key	Comment
G.I.1	There are areas where information has not be provided for the GHGI chapter of the BTR, additionally, the manner in which the chapter is layout does not reflect the NID suggested template, and therefore there are many instances where information is repeated unnecessarily or detailed in sections where it does not make sense.
T.I.1	There is an overall lack of methodological details provided for the GHGI, this includes information on approach, activity data, emission factors and data calculations for data gaps (interpolation and extrapolation).
T.I.2	It i by
T.I.3	Tir It i 20 Ad wh lin

Key	Recommendation	Relevant MPG
G.I.1	The structure and layout of the Chapter I: GHGI should more closely follow the structure and content as detailed within Decision 5/CMA.3. There are gaps of information in the report, and utilizing the structure detailed in this document could enhance overall reporting. Please also refer to the comments in the body of the text of the BTR, where details of how data and information within the report should be presented.	
T.I.1	should provide more detailed information pertaining to methodology, as well as providing the full time series of information and data for AD and EF. Where data interpolation and extrapolation have been used, should detail in full how this was done, as well as providing reference to assumptions made.	
T.I.2	should include a section within the report which is dedicated to where flexibility has been used, and how this has been used, and how they seek to improve upon this through their BTR improvement plan for the next reporting cycle.	
T.I.3	Timeseries: Please provide clarity on the gaps in the timeseries.	

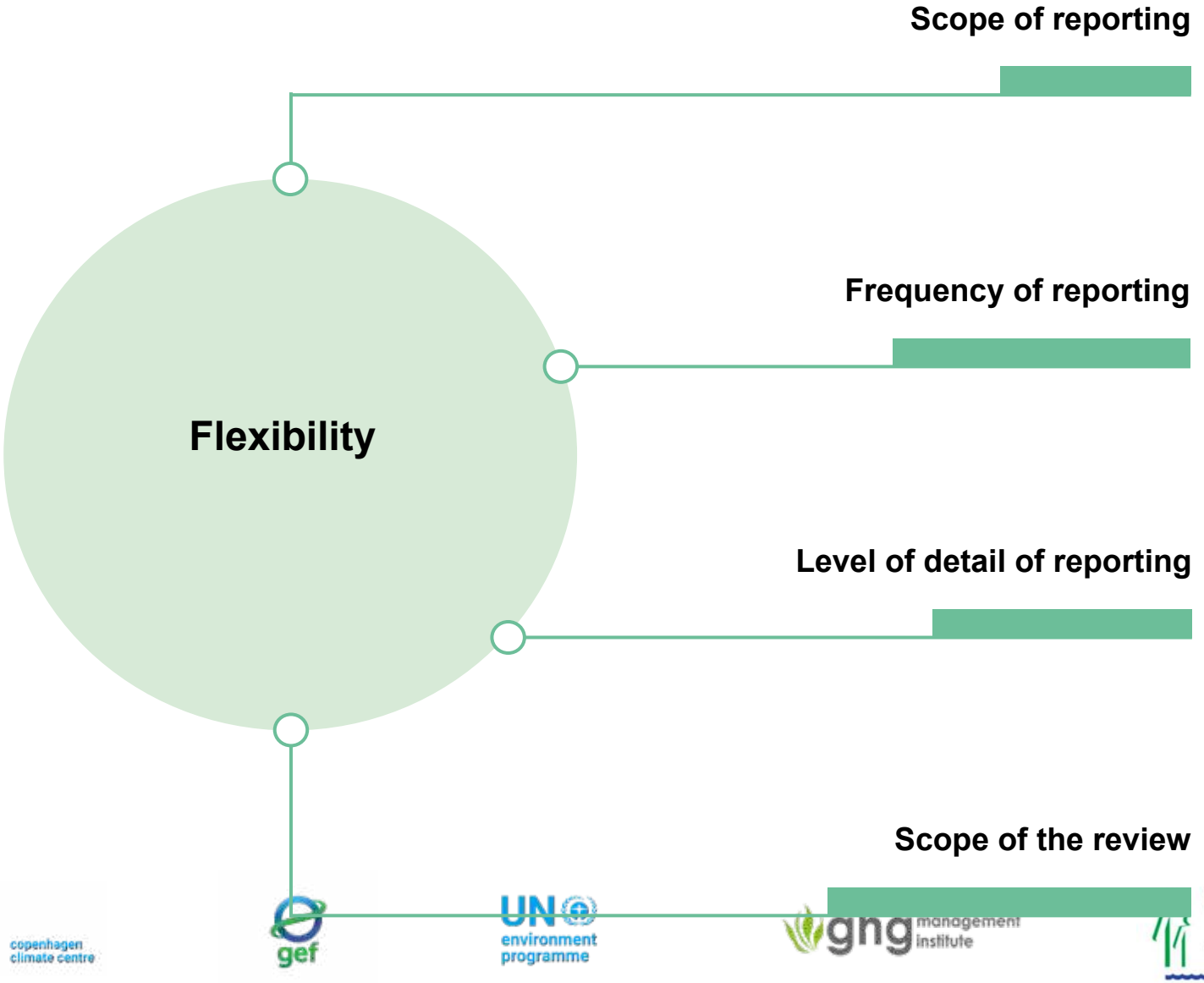
NDC Tracking Progress

- How you describe your NDC in the BTR is what your progress will be compared against.
- The NDC defines the indicators you will use to track progress. Select as few/most relevant indicators as possible, according to the country's NDC (work together with the NDC team)
- Clear information in the NDC helps reporting in the BTR and establish the link between reporters and NDC developers.
- The information on Clarity, Transparency and Understanding of an NDC is relevant for tracking progress.

Flexibilities

Chapters: VII. Information on flexibility

Flexibility to Developing Country Parties



Flexibilities

Chapters: VII. Information on flexibility
Flexibility to Developing Country Parties

GHG Inventory		Para
Key category Analysis	**Option** to identify fewer key categories; less complex methodologies can be used to estimate GHG emissions and removals for categories that are not key	25
Uncertainty assessment	Option to omit reporting of quantitative uncertainty information if data are not available	29
Completeness	Option to omit estimation of more insignificant categories	32
QA/QC	Option to neither develop a formal QA/QC plan nor provide information on general QC procedures implemented	34 & 35
Gases	Option to report fewer GHGs	48
Time series	Option to report a shorter time series and an earlier “latest reporting year”	57&58

Flexibilities

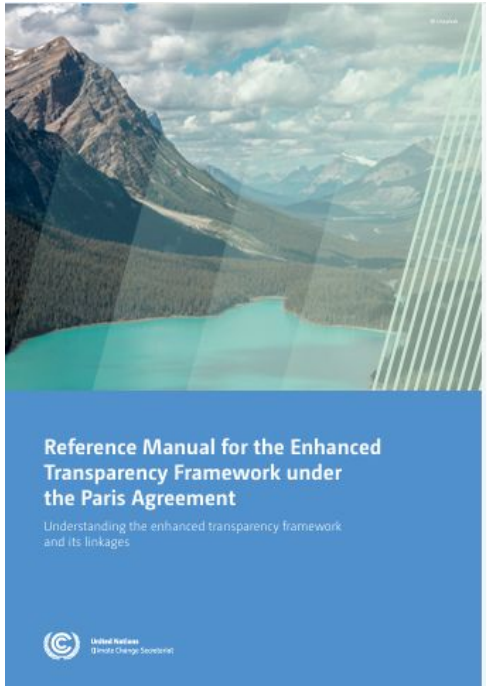
Chapters: VII. Information on flexibility

Flexibility to Developing Country Parties

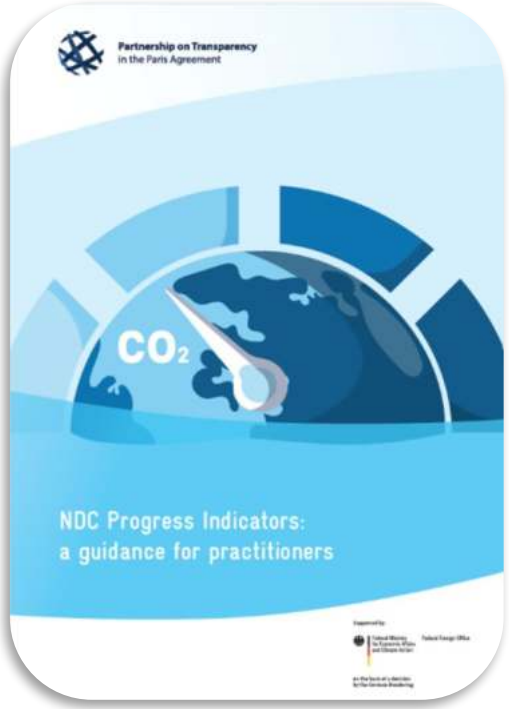
Mitigation policies and measures, actions and plans		Para
Estimates of expected and achieved GHG emissions reductions	Option to omit reporting these estimates	85
Projections		
Projections of GHG emissions and removals	Option to omit reporting projections, or report less details	92, 95 & 102
Technical expert review		
Format of review	Option to be subject to a centralized review in lieu of in-country review	159
Responding to TERT questions	Option for more time to respond to the TERT's questions	162 (c)
Responding to TERT's review report	Option for more time to provide comments to the draft report"	162(f)
Facilitative multilateral consideration of progress		
Responding to written questions	Option for more time to respond to written questions	193 (c)

Tools

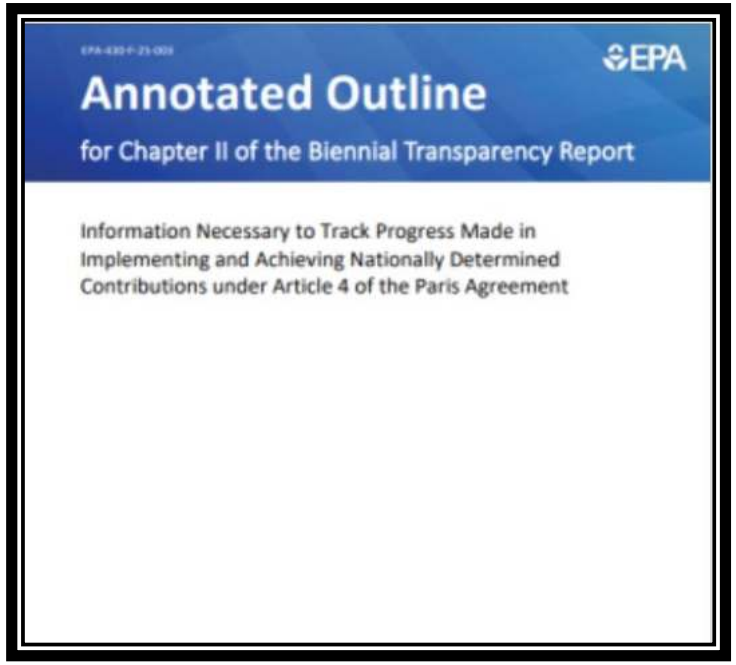
[CBIT-GSP National Inventory Document Template]



[UNFCCC - Reference Manual for ETF]



[PATPA - NDC Progress Indicators: a guidance for practitioners]



[US EPA - Outline of NDC Tracking Chapt]

Additional resources

ETFsupport@unfccc.int
www.unfccc.int/CGE

MRV/Transparency Helpdesk
https://www4.unfccc.int/sites/transparency/

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UN Climate Change Transparency LinkedIn Group

Summary

Starting Point:

1. **Identify Chapter Leads asap (combination of in house capacity & project hires)**
2. **Planning & Have first kick off meeting to launch expectations and timelines**

3. BTR Coordinator: Checklist of those Chapters you will 100% do for BTR

- Institutional Arrangements
- Adaptation
- GHG Inventory
- NDC Tracking Progress
- Support Needed and Received

4. Checklist of which **flexibilities you will apply** for each chapter (if any) – this will help you to keep track of which descriptions you will have to explain

5. Set your internal Timeline – Report Compiled draft

6. Use your resources available to you

Rank your Strengths and Challenges

1
Institutional Arrangements (team, structure, etc)

2
Data Management/collection / Systems

3
Technical Capacity (analysis, sector specific expertise, policy development)

4
Climate Action (access & implementing projects)

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Thank you!

Check us at the Climate Transparency Platform

Brittany Meighan Rancharan, Regional Coordinator for Anglophone Caribbean: brittany.meighan@un.org

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Looking Towards BTR2:
Facilitating improved reporting and transparency over time by identifying areas of improvement for the BTR2

Tibor Lindovsky
Transparency Division
UNFCCC Secretariat

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Training programme for technical experts: TER of the BTR

eleased

Released

Released

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2025	2nd period	3rd period
Registration	7-20 Apr	23 June - 6 July
Q&A sessions	2 May	17 July
Examination	5-18 May	21 July – 4 August

How to become a review expert?

#Together4Transparency

Current status of ETF Implementation

Technical Expert Reviews

Number of BTRs submitted
(as of 30 March 2025)

104 BTRs

Conducted

5

in-country reviews as of February 2025
(Andorra, Guyana, Panama, EU, Spain)

Upcoming

3

TER periods
February-March (batch 1)
April-May (batch 2)
September-October (batch 3)

First FMCP (Andorra , Guyana and Panama)
To take place at SBI 62 in Bonn (16-26 June 2025)

Overview of BTR – moving towards BTR2

Thematic chapters

- **Chapter I:** National GHG inventory **(shall)**
- **Chapter II:** Progress made in implementing and achieving NDCs **(shall)**
- **Chapter III:** Climate change impacts and adaptation **(should)**
- **Chapter IV and V:** Financial, technology, and capacity-building support **(shall/ should)**

Additional areas, as applicable

- *Information on application of flexibility provisions* — **Chapter VII of the BTR**
- *Areas of improvements in reporting over time* — **Chapter VIII of the BTR**

Annexes, as applicable

- CRTs for NIR
- CTFs for progress in NDCs
- CTFs for FTC
- Information on participation in cooperative approaches
- Technical annexes for REDD+

Additional information when NCs and BTRs submitted jointly (every 4 years)

- Vulnerability assessment, climate change impacts and adaptation measures - *if not reported in BTR*
- Research and systematic observation
- Education, training and public awareness

For the BTR outline, see decision 5/CMA.3, Annex IV.

Chapter VIII of the BTR - *Improvements in reporting over time*

1.) Sources of areas of improvement identified: *(para. 7a, MPGs)*

- **by the Party (*based on flexibility and gaps identified by the Party*)**
- **by the Technical expert review team *(only relevant for 2nd BTRs)***

2.) How the Party is **addressing or intends to address areas of improvement**
(para. 7b, MPGs)

3.) Areas of improvement that are **related to the used flexibility provisions**
(para. 7c, MPGs)

4.) Reporting-related to **CB support needs identified, and any progress made**
(para. 7d, MPGs)

Common challenges identified in BTR1s

1. Data Quality & Gaps

- Inconsistent or missing activity level data

2. Capacity Constraints

- Insufficient technical expertise (GHG estimation and projections) and limited capacity

3. Coordination & Institutional Arrangements

- Lack of data flow/coordination between stakeholders and line ministries

4. Infrastructure & Tools

- Lack of data management systems

5. Tracking NDC Progress

- Challenges in collecting and validating data for NDC indicators in relation to relevant targets

6. FTC Support Tracking (Articles 9–11)

- Low stakeholder response rate for FTC inputs and lack of tracking systems in place

Some suggestions for areas of improvement from BTR1s

1. **GHG Inventory Enhancements**
   - Improve country-specific activity data from various sectors – e.g. legislation/forums
   - Implement comprehensive QA/QC plans and uncertainty assessments
   - Build capacity for GHG emission projections

2. **MRV System Development**
   - Design sector-level data management systems (e.g., Guyana's integrated MRV)

3. **FTC Support Tracking Mechanisms**
   - Automate or standardize templates to collect data from stakeholders

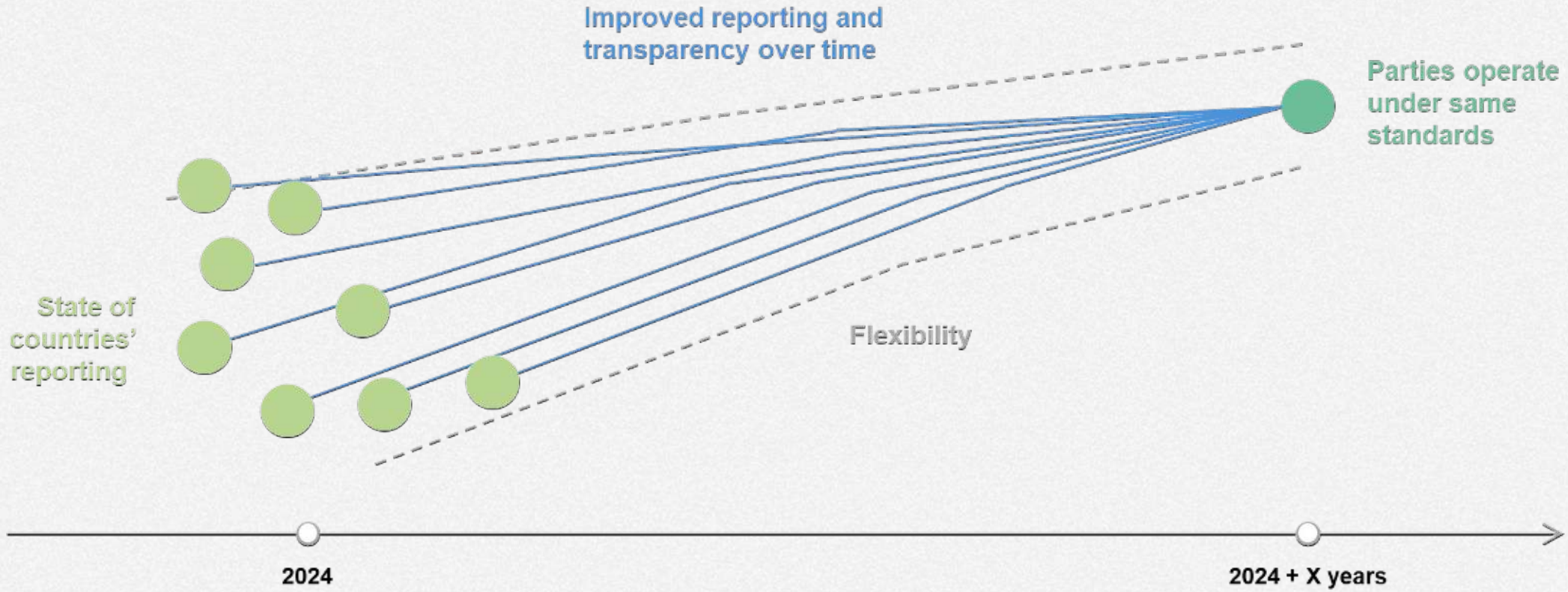
4. **Stakeholder Engagement**
   - Establish consultation mechanism (regular consultations) to increase collaboration between stakeholders

EXAMPLES of Areas of improvements

Some considerations for preparation of BTR2

1. **Review BTR1 Feedback**
   - Analyze technical expert review (TER) outcomes – CB needs and Areas for improvements
   - Identify and prioritize mandatory over voluntary improvements - critical gaps affecting transparency & completeness
2. **Update Institutional Arrangements**
   - Define clear roles and responsibilities & establish (inter-ministerial) coordination mechanisms
3. **Leverage the support – CBIT/donor**
   - Align available funding with priority reporting needs (e.g. MRV systems, CB trainings, etc.)
4. **Implement Continuous Improvement & QA/QC Cycles**
   - Allow regular revisions and QA/QC during the preparation process to improve the quality
5. **Harmonize Across Reporting Elements**
   - Ensure consistency across the chapters – especially: GHG inventories, NDC tracking, and Support needed
6. **Train and Retain Expertise**
   - Aim to develop institutional memory and increase capacity to avoid loss of knowledge

Flexibility and continuous improvement over time



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Thank you for attention

Webpage ETF Reporting Tools:
https://unfccc.int/process-and-meetings/transparency-and-reporting/reporting-and-review/transparency-data-and-tools/etf-reporting-tools

ETF Reporting Tools Help Page:
https://unfccc.int/etf-reporting-tools-help

Contact us at:
CGESupport@unfccc.int

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Energiser - Picasso Portraits

- In pairs, participants have 1 min. to sketch the portrait of each other **without looking at the paper.**
- After 1 min. pairs offer the portrait to each other and swap pairs.
- After 3 rounds each participant will have 3 portraits of themselves made by others.
- Ask participants to choose one portrait, write in one word to define yesterday and one word to define today's mood.
- Collect and put portraits up the wall.

Now what?

- Each participant will identify 3 concrete next steps or suggestions to take back home. (10min)
- Noting the stage your country is at with:
  - preparing its BTR
  - Updating NDC 3.0
  - BTR2
- Country pairs (or single representatives with person from another country) exchange views on the 3 steps/suggestions. (10min)
- Each country reports back to the plenary. (15min)

“Ask the experts”

- Follow-up exchange with the experts if anyone has an unanswered question.
- Email with more details send out after the workshop

Participants' Journal

1. During the workshop I had talks with…
2. I think that youth could be more incorporated in these processes…
3. These ideas I am taking with me…

Evaluation

Join at menti.com | use code 2365 0033

Key Takeaways

1. BTR does not have to be perfect (work with what you have & plan to improve over time,)
2. Use the TER as a stepping stone to improve your systems
3. Encourage you to network and use peer-learning opportunities available (for both BTR and NDC updating)
4. Tap into the resources/support/regional and international initiatives for support

Partnership on Transparency in the Paris Agreement

CBIT-GSP CLIMATE TRANSPARENCY

United Nations Framework Convention on Climate Change

Caribbean Cooperative MRV HUB Measurement Reporting & Verification

CGE Consultative Group of Experts The Constituted Body for MRV & ETF

United Nations Climate Change

Thank you!

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