



Remote Training on the Building of Sustainable National Greenhouse Gas Inventory Management Systems for the Latin America and the Caribbean Region

Organized by the UNFCCC Secretariat with the collaboration of the US Environmental Protection Agency and held remotely

15 – 19 November 2021

Agenda – All times in the agenda are Germany/Bonn time.

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| <p>Monday 15 November 2021: 15:30 – 18:00</p> | <ul style="list-style-type: none">– Session 1: Opening Session– Opening Remarks by the UNFCCC Secretariat – Objectives and expectations, reminders about key reporting requirements under the Enhanced Transparency Framework of the Paris Agreement.– Opening Remarks by the US EPA. <hr/> <ul style="list-style-type: none">– Session 2: The key role of the National Greenhouse Gas Inventory Management System– <i>The importance of a sustainable national GHG inventory management system to support the national GHG inventory development cycle will be demonstrated. The document entitled “Toolkit and Template 1: How to Use the U.S. Templates for creating a national GHG inventory system” will be introduced. The purpose, general features and documents from the U.S. EPA Toolkit will be presented.</i>– Country presentation– Use of the U.S. EPA Template 1 on the overview of the Toolkit for Building National GHG Inventory Systems, and the National Inventory Inception Memorandum.– Questions and answers. |
| <p>Tuesday 16 November 2021: 15:30 – 18:00</p> | <ul style="list-style-type: none">– Session 3: Institutional Arrangements– <i>This section will address how countries can establish or improve their institutional, legal and procedural arrangements to support the planning, preparation and management of national GHG inventories and the reporting requirements under the measurement, reporting and verification (MRV) system and the enhanced transparency framework (ETF) under the Paris Agreement.</i>– Country presentation– Use of the U.S. EPA Template 2 on Institutional Arrangements for National Inventory Systems. This will cover the National GHG Inventory Coordinator, the Sector Lead Roles and Responsibilities, the Memorandum of Cooperation, and the Scope of Work.– Questions and answers |
| <p>Wednesday 17 November 2021: 15:30 – 18:00</p> | <ul style="list-style-type: none">– Session 4: Methods and Data Documentation– <i>This section will address how to use the U.S. EPA Template to document the methods and data (activity data, emission factors and parameters, uncertainty) used by countries in their national GHG inventories in all</i> |

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| | <p><i>sectors.</i></p> <ul style="list-style-type: none"> – Country presentation – Use of the U.S. EPA Template 3 on Methods and Data Documentation, and the Confidentiality Agreement and Amendment. – Questions and answers |
| <p>Thursday 18 November 2021: 15:30 – 18:00</p> | <ul style="list-style-type: none"> – Session 5: Quality Assurance and Quality Control Procedures and Key Category Analysis <i>This section will address how to use the U.S. EPA Template to develop and document QA/QC procedures and the KCA in line with the 2006 IPCC Guidelines, to facilitate the reporting required under the MRV and the ETF of the Paris Agreement.</i> – Country presentation – Use of the U.S. EPA Template 4 on Quality Assurance Quality Control, and Template 5 on Key Category Analysis – Questions and answers |
| <p>Friday 19 November 2021: 15:30 – 18:00</p> | <ul style="list-style-type: none"> – Session 6: Archiving System and National Inventory Improvement Plan <i>This section will address how to use the U.S. EPA Template to establish a comprehensive and accessible archiving system for national GHG inventories and develop a national GHG inventory improvement plan (NIP) in line with the reporting requirements under the MRV system and the ETF of the Paris Agreement.</i> – Country presentation – Use of the U.S. EPA Template 6 on the Archiving System, and Template 7 on the National Inventory Improvement Plan – Questions and answers – Session 7: Closing session <ul style="list-style-type: none"> ○ Closing remarks by the U.S. EPA ○ Lessons learnt from the training, next steps, closing remarks – UNFCCC Secretariat ○ End of training |