

Questions related to the Training programme for BTR technical expert review under the Paris Agreement

Period addressed: Questions received from 29 April to 5 June 2023

This note contains responses to the questions received through the [Q&A box feature](#) available on the webpage that provides information related to the training programme for BTR technical expert review under the Paris Agreement. The questions received are clustered under two categories: one cluster of questions on administrative and procedural-related matters and another cluster of questions on substantive and technical matters. This note addresses mainly the first cluster. The second cluster of questions will be addressed during the live Q&A session planned for 9 June 2023. If you are registered for the 2nd period of examination and are interested in joining the live Q&A session please write to: Transparency-Expert-training@unfccc.int.

Further, this note will be limited to questions related to the content of “Course A: General and cross-cutting aspects for the technical expert review under the enhanced transparency framework under the Paris Agreement”.

Q1. What is the modality of the new training course prepared for the training programme for BTR technical expert review? Who is eligible to take the training course for the BTR technical expert review, and how can I take the course?

- The training course A prepared for the training programme for BTR technical expert review under the Paris Agreement (hereinafter referred to as Course A) is publicly available to everyone who would like to obtain knowledge and become familiar with the technical expert review process. Course A material is available on this [website](#).
- The training courses are open-access, self-paced, online and have the option to download materials. There is no prerequisite to taking the self-paced online course or downloading the handbooks for offline self-paced learning.
- Experts need to register for the examination, and there is a pre-requisite for this registration - according to Decision 5/CMA.3, only experts nominated to the [UNFCCC Roster of Experts \(RoE\)](#) will be eligible to take the examination. Experts who pass the exam(s) will be issued a certification of successful completion of each of the training course(s).

Q2. How can I enrol on the course?

- The training Course A prepared for the training programme for BTR technical expert review under the Paris Agreement does not require enrolment. Course A material is available on this [website](#) for self-paced study. Enrolment is only required for examination.

Q3. What are the dates for the course A examination in 2023? Who can register for the 2nd round of the exam and when?

- In 2023, there will be at least 3 rounds of the examination for Course A.
- Experts can choose the preferred examination period based on their availability. Experts need only to pass the Course A exam in one of the three periods.
- The registration will be opened three to four weeks before the exam period. It can be done online through a link that will become available on the Course A [website](#).
- **Only experts nominated to the [UNFCCC Roster of Experts](#) will be eligible to take the exam.**

- After the Roster of Experts nomination status is confirmed, experts will receive a confirmation message from Transparency-Expert-training@unfccc.int. Please be aware that this might take some time and will be organized in batches. Ahead of the exam, participants will receive an email from GHG Management Institute (GHGMI) with login credentials to the LMS platform and a link to the exam webpage.
- The table below provides dates for the rounds of examinations for Course A and corresponding Q&A sessions planned for the year.

Course A Examination rounds	1 st	2 nd	3 rd
Examination period	8 to 10 May	10 June	11 to 13 September
Registration period	11 to 23 April	2 to 24 May	31 July to 20 August
Q&A session	3 May	9 June	29 August
Format	Online	Hybrid	Online

Q4. How will the hybrid examination be conducted?

- The 2nd round of the exam will be hybrid. This means that for those experts who are attending SB58 in Bonn, the secretariat will set up a test center where the experts can come in-person and take the test. The test center will have computers with an internet connection.
- This hybrid format aims to overcome connectivity issues faced by some experts with limited internet access.
- This does not completely replace the online examination facility. Those examinees that wish to take the exams remotely can do so; however, they will need to follow the same schedule as the in-person test centre.
- **Experts who wish to take the 2nd round exam in person** need to write to: Transparency-Expert-training@unfccc.int to confirm the examination format by Tuesday 6 June. After this date, experts who have not registered will have to take the examination online. On Saturday, 10 June examination slots will be organized from 09.00 until 18.00 (CEST). If you have registered to take the exam in person, you will receive an email from Training and Certification Unit with your assigned timeslot by Friday, 9 June.
- **Experts who wish to take the 2nd round exam online** will be able to access the exam webpage on Saturday, 10 June, 2023 from 00.00 until 23.59 (CEST). Please look for an email from GHGMI for login credentials and instructions on how to access the exam webpage.
- The exam will follow the same format as explained in question 6 below.
- The hybrid option is put in place to take advantage of the presence of experts in Bonn for the sessions of the Subsidiary Bodies. It is important to note that there will be no financial support to cover the travel cost for the sole purpose of taking the exam.

Q5. Why some examination periods are only open for one day while others are open for three days? Do we have to take the exam during each of the 3 days, or can we choose to take it on only one of those 3 days?

- Online-only examination periods have a longer duration to allow experts located in different locations and time zones to take the exam at the most convenient time. Online-only exams will be open from 12.00 AM (CEST) of the 1st day to 11.59 PM (CEST) of the last day. The examinee can take the test on any of the days of their preference and convenience.

- Hybrid format will only be available for one day where experts can take the exam either in-person at the test centre in Bonn or online. In-person test centre will have the same schedule as SB58 working hours.

Q6. What types of questions will be included in the exam, and will the format be consistent for all three proposed exams? How long will it take to complete the exam? What is the threshold score needed to pass the examination? What if I do not pass the exam on my first attempt?

- Examinations will be administered online, will be in the English language and will include questions in various formats, including multiple-choice, true/false and matching. The exam will be automatically scored, and the results will become available immediately.
- Experts will have 80 minutes to complete 32 questions on the contents included in the five lessons of Course A. If an expert requires more time due to language constraints, 20 additional minutes should be allocated if the UNFCCC secretariat is duly notified in advance.
- Passing score is 65 points out of 100.
- Once an expert has achieved a passing score for the Course A exam, they have fulfilled the general requirement and do not need to take the Course A exam again this cycle.
- If an expert does not pass the Course A exam on the first attempt, they are given two additional attempts. These additional attempts must be completed before the exam period closes (e.g. for the 2nd round, all attempts must be completed by Saturday, 10 June, 2023 at 23.59 CEST).
- The exams for each course and its corresponding exam are course-specific and independent of one another.

Q7. This is my first time becoming aware of the technical expert review process. What is the process for becoming a BTR technical expert reviewer?

- If you wish to become a technical expert reviewer, you must first register in [UNFCCC Roster of Experts](#) and submit your self-nomination for the approval of the **National Focal Point**. In parallel, you can start studying the course materials.
- Once you are nominated to the UNFCCC Roster of Experts and are ready with your studies, you can register for the exams. If you manage to successfully complete all the relevant exams (Overview plus relevant thematic areas), you will then become eligible as a technical expert reviewer.

Q8. My expertise is in GHG inventory and I would like to engage in the technical expert review in this area. Should I take Course A?

- Yes, Course A: “General and cross-cutting aspects for the technical expert review under the enhanced transparency framework under the Paris Agreement” is mandatory for **ALL** experts.

Q9. I am an experienced expert who has already participated in technical reviews. Which course do I need to take to participate in the technical expert review (TER) of BTRs?

- As per decision 5/CMA.3, annex VII, paragraph 8, an experienced expert is an expert who has successfully completed the relevant training programmes under the measurement, reporting and verification arrangements under the Convention (Training programme for review experts for the technical review of Biennial reports and National Communications & Training programme for review experts for the technical review of greenhouse gas inventories of

Parties included in Annex I to the Convention) and has participated in the related technical reviews as part of the Expert Review Team.

- Such experienced experts do not have to take some courses. Please refer to [Decision Tree](#) on our website to understand which additional courses you have to take.

Q10. What if I have internet connection issues? Do I need any additional applications on my laptop?

- The examinations require a stable internet connection. If you face IT or internet connectivity issues, please contact support@ghginstitute.org for assistance with the online platform.
- You do not need any additional applications on your laptop in order to complete the online exams.