SBSTA 60 mandated event:

Progress in the development of the ETF reporting tools

Vlad Trusca

Transparency Division

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United Nations
Climate Change

#Together4Transparency

Overview

- **Mandate**

- **Implementation Approach**

- **Complexity**

- **Timeline & Deliverables**

- **Trainings & Support**

- **Deployment of Tools**

- **Next steps**

Mandate

Requested SBSTA to develop, pursuant to the MPGs:

- **common reporting tables (CRT)** for the electronic reporting of info on **GHG emissions**

- **common tabular formats (CTFs)** for the electronic reporting of info on **tracking progress in achieving NDCs** and of info on **financial, technology development/transfer and capacity-building (FTC) support**

Decision 18/CMA.1

Adopted:

- **CRT** for electronic reporting of the info in the national inventory reports of **GHG emissions**
- **CTF** for electronic reporting of the info on **tracking progress in achieving NDCs**
- **CTF** for electronic reporting of info on **FTC support**
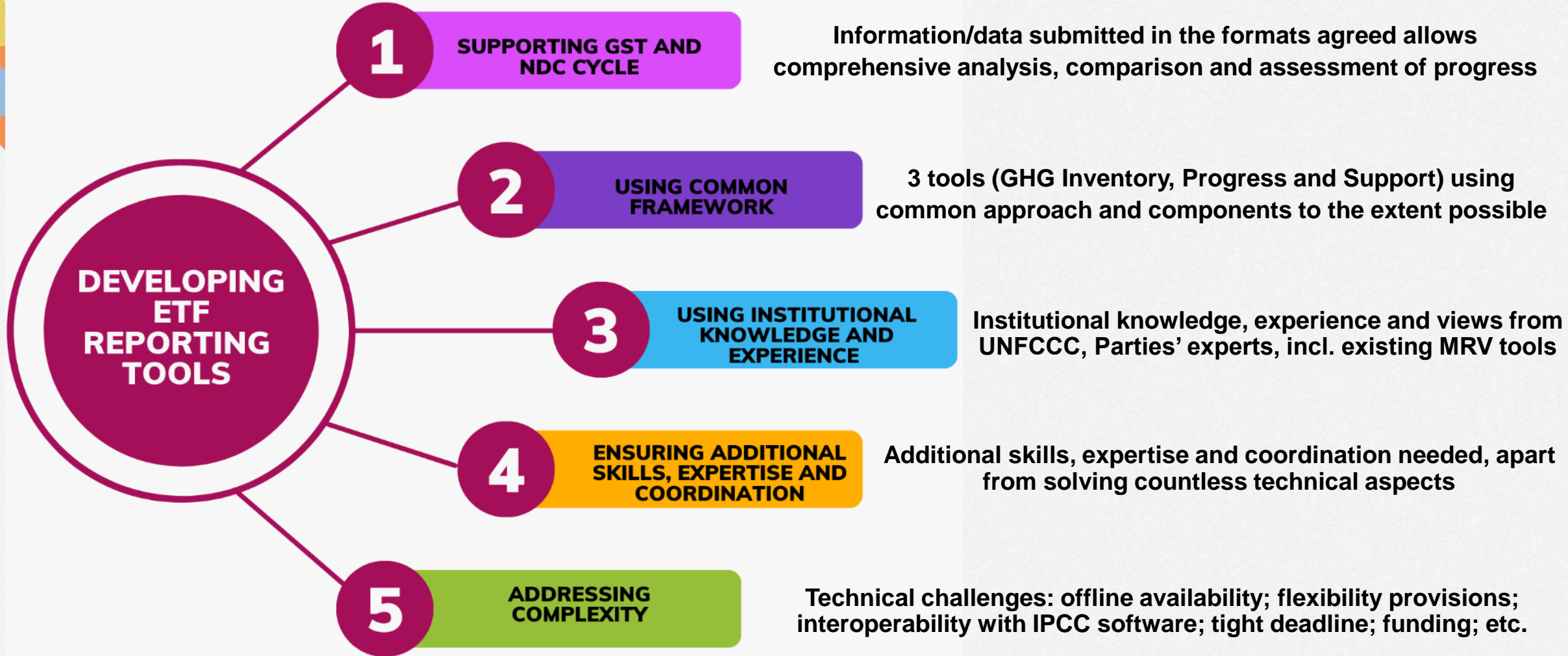
Decision 5/CMA.3

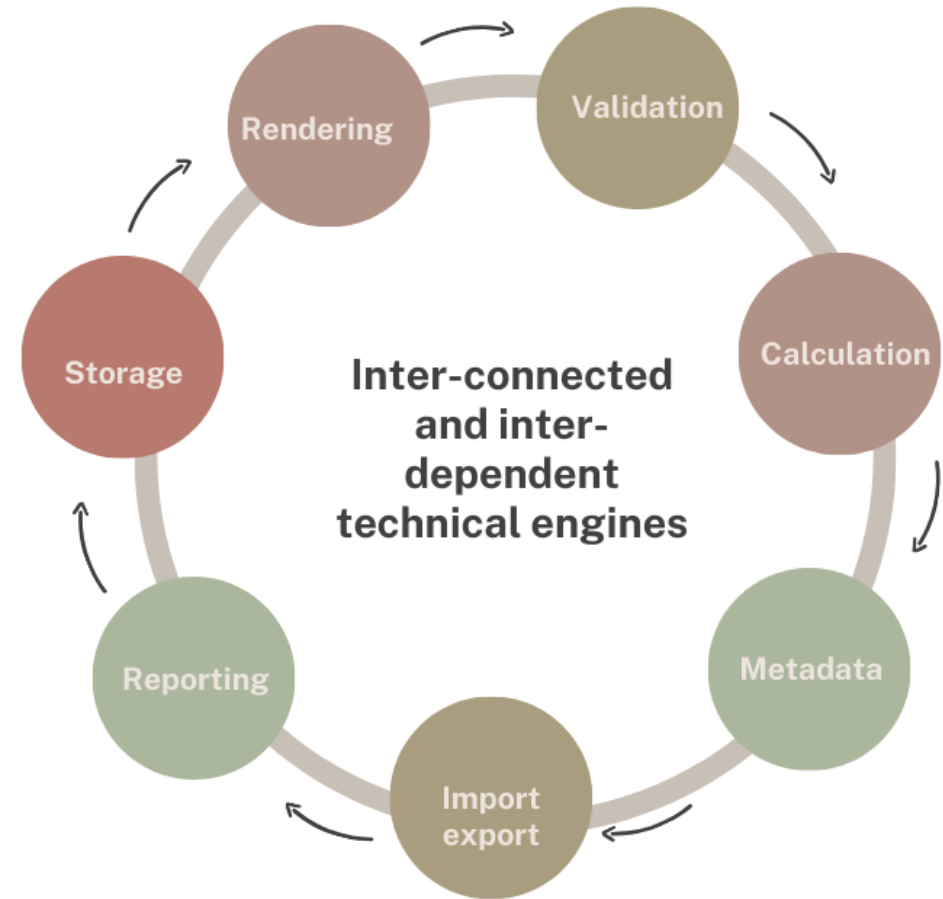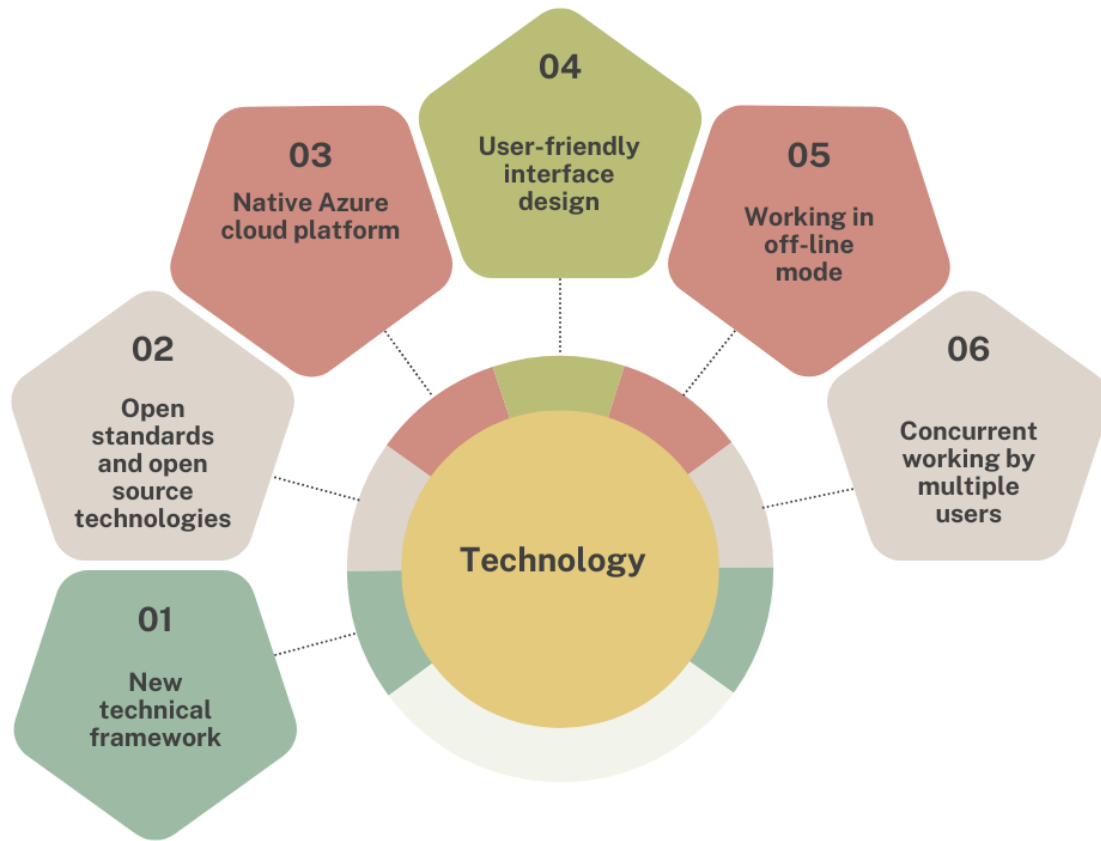**Requested the secretariat to**:

- Develop the **ETF reporting tools**, taking into account the **flexibility** provisions

- Make available a **test version by June 2023** and a **final version by June 2024** (*subject to availability of sufficient financial resources*)

- **Inform Parties** on the progress at SBSTA sessions

- Organize **regular technical training workshops**

- **Prepare a report** on how the inputs of Parties on the test version have been considered

- Facilitate **interoperability** with **IPCC inventory software** and invite IPCC to engage in the work incl. a **mapping exercise** between 2006 IPCC GLs and CRT

- Establish an **interactive web portal by Dec. 2025** to facilitate the availability of FTC support info
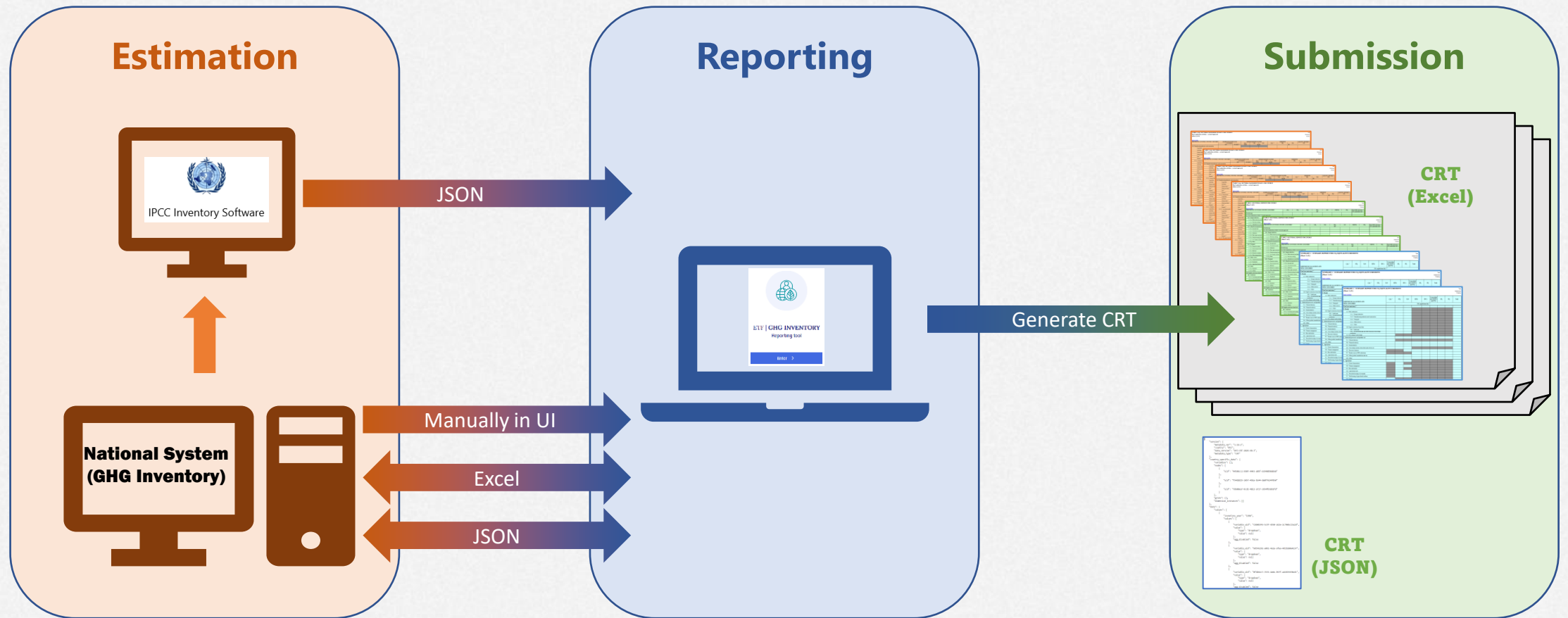
Decision 5/CMA.3

Guiding principles

DEVELOPING ETF REPORTING TOOLS

1 SUPPORTING GST AND NDC CYCLE
— Information/data submitted in the formats agreed allows comprehensive analysis, comparison and assessment of progress

2 USING COMMON FRAMEWORK
— 3 tools (GHG Inventory, Progress and Support) using common approach and components to the extent possible

3 USING INSTITUTIONAL KNOWLEDGE AND EXPERIENCE
— Institutional knowledge, experience and views from UNFCCC, Parties' experts, incl. existing MRV tools

4 ENSURING ADDITIONAL SKILLS, EXPERTISE AND COORDINATION
— Additional skills, expertise and coordination needed, apart from solving countless technical aspects

5 ADDRESSING COMPLEXITY
— Technical challenges: offline availability; flexibility provisions; interoperability with IPCC software; tight deadline; funding; etc.

Technology

Interoperability with IPCC and other systems

Complexity

- **75 tables (49, 13, 13) ~ 90 worksheets**

  - **GHG Inventory** - entire time series (e.g. for 2024 submission, 32 years (1990–2022)) containing 60 worksheets/year = 2000 worksheets

  - Some tables e.g. in IPPU [Table2(II).B-Hs1] and LULUCF [Table4(II)] could have **more than 1000 rows of data**

  - PaMs table and Support tables could have **hundreds of entries**

  - Up to **1 million data points** covering all 3 reporting tools for one Party

- **+1300 complex technical and business user stories**

- Interoperability with **IPCC software** considering that the category trees in the CRT and IPCC software are not identical

- New-branded platform built from scratch using best practices

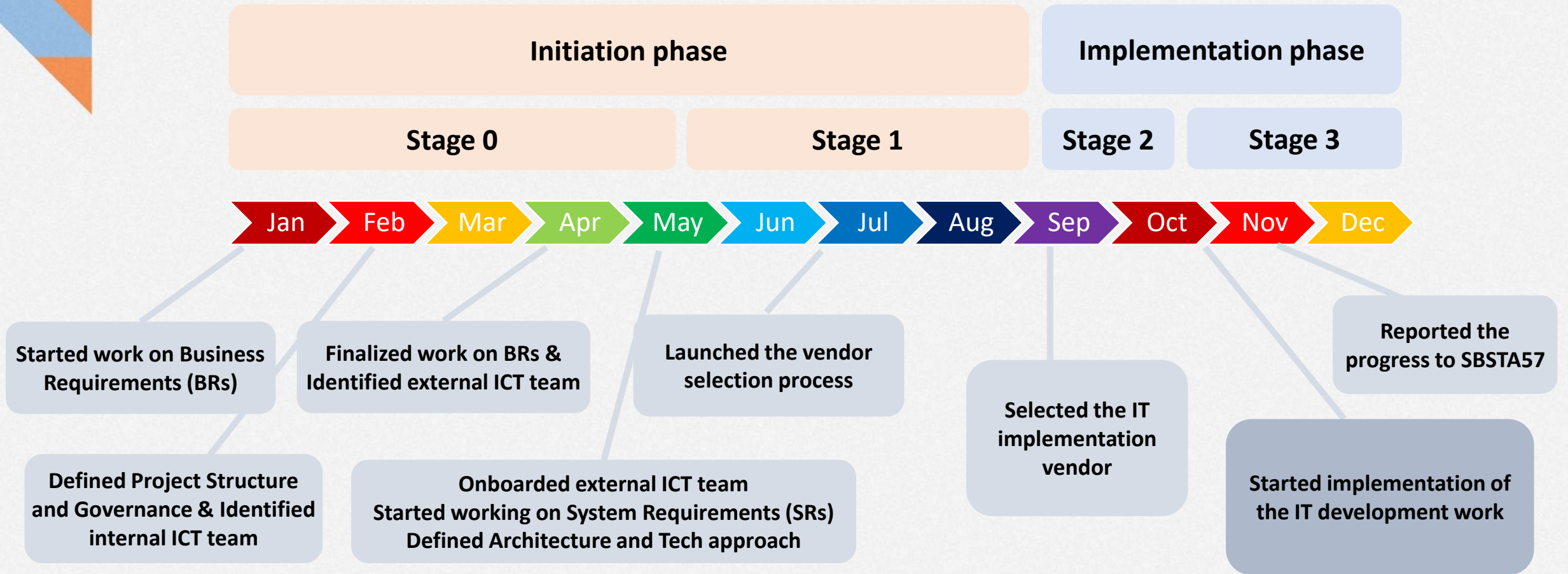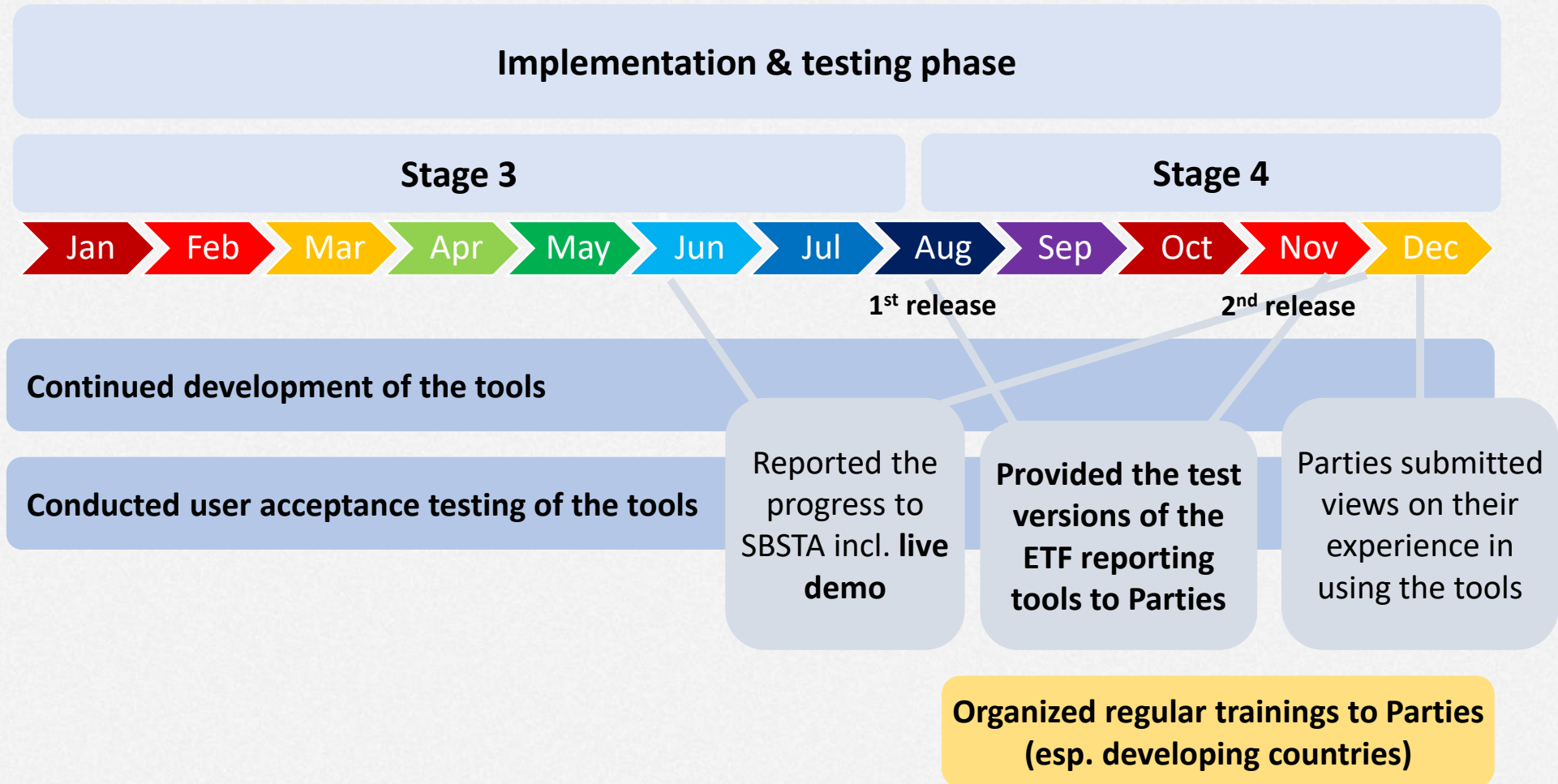- Offline mode, flexibility provisions, multiuser capability
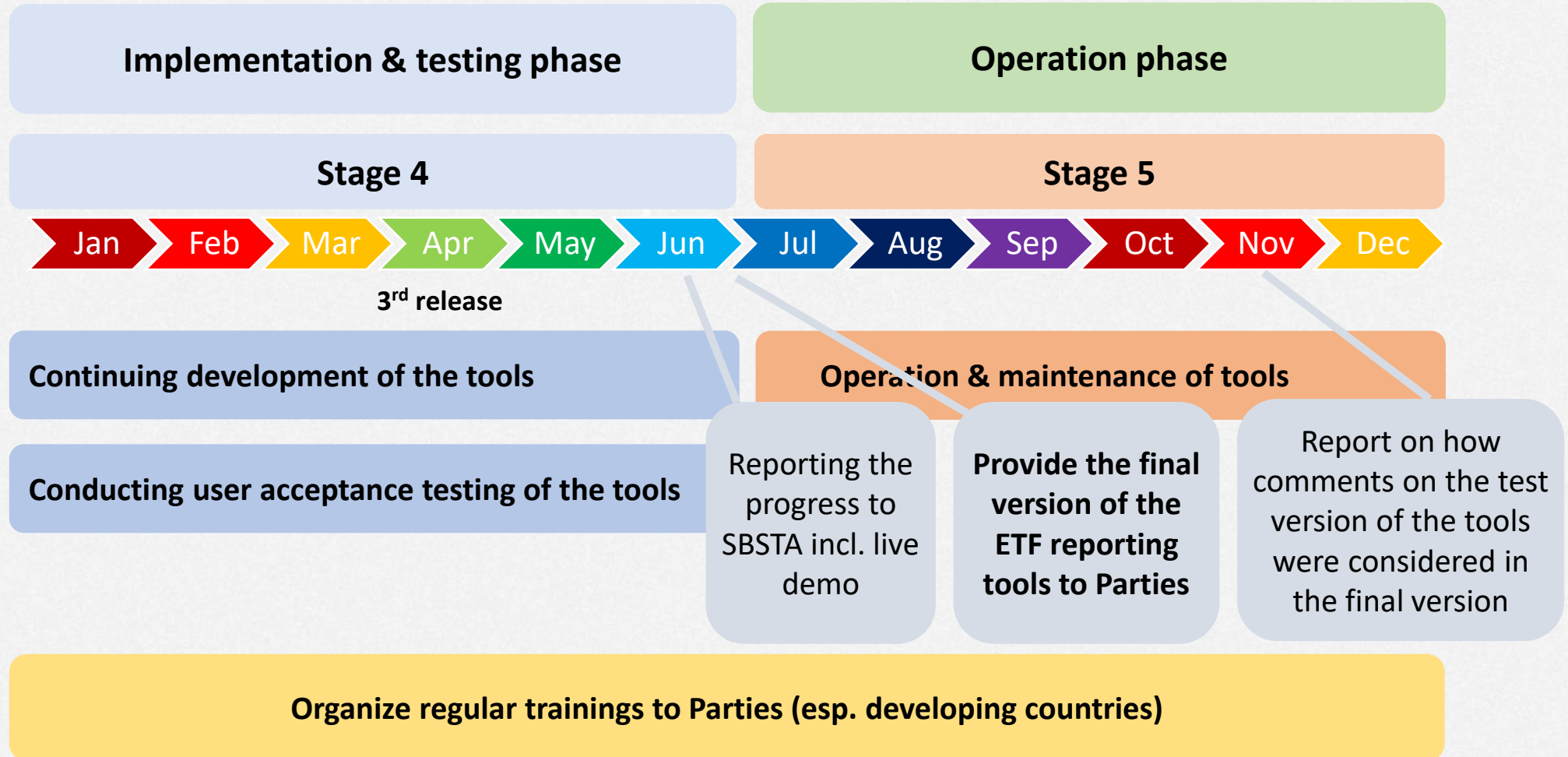
Timeline & Deliverables

Timeline - 2023

Implementation & testing phase

Stage 3	Stage 4

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec

1st release   2nd release

Continued development of the tools

Conducted user acceptance testing of the tools

Reported the progress to SBSTA incl. **live demo**

Provided the test versions of the ETF reporting tools to Parties

Parties submitted views on their experience in using the tools

Organized regular trainings to Parties (esp. developing countries)

Timeline - 2024

Implementation & testing phase	Operation phase
Stage 4	**Stage 5**

Jan → Feb → Mar → Apr → May → Jun → Jul → Aug → Sep → Oct → Nov → Dec

3rd release

Continuing development of the tools

Operation & maintenance of tools

Conducting user acceptance testing of the tools

Reporting the progress to SBSTA incl. live demo

Provide the final version of the ETF reporting tools to Parties

Report on how comments on the test version of the tools were considered in the final version

Organize regular trainings to Parties (esp. developing countries)

Project management & Funding

- **No core funding** in the 2022-2023 budget or 2024-2025 budget

- Almost **no supplementary funding available in 2022**

- **Total cost of the project** (since Jan. 2022): 16.5 mil. Euro
  - Includes IT vendor, staff costs, non-staff costs (infrastructure, licenses, etc.), consultants, fees

- Complex IT project - 3 variables: **Time, Budget (timely), Deliverables (quality)**

- **Audit findings Jun. 2023** – "managed as a project by the secretariat with an external Project Manager under the PRINCE 2 methodology and had the control components expected in that methodology including detailed business requirements, performance indicators, a Project Board and a Project Assurance Committee. Risks were also being actively considered and managed."

- **Audit recommendation Jan. 2024** – "UNFCCC should complete the comprehensive detailing of all remaining user stories taking into account their integration, flow and dependencies and establish a realistic time and cost schedule for delivery of the remaining user stories."
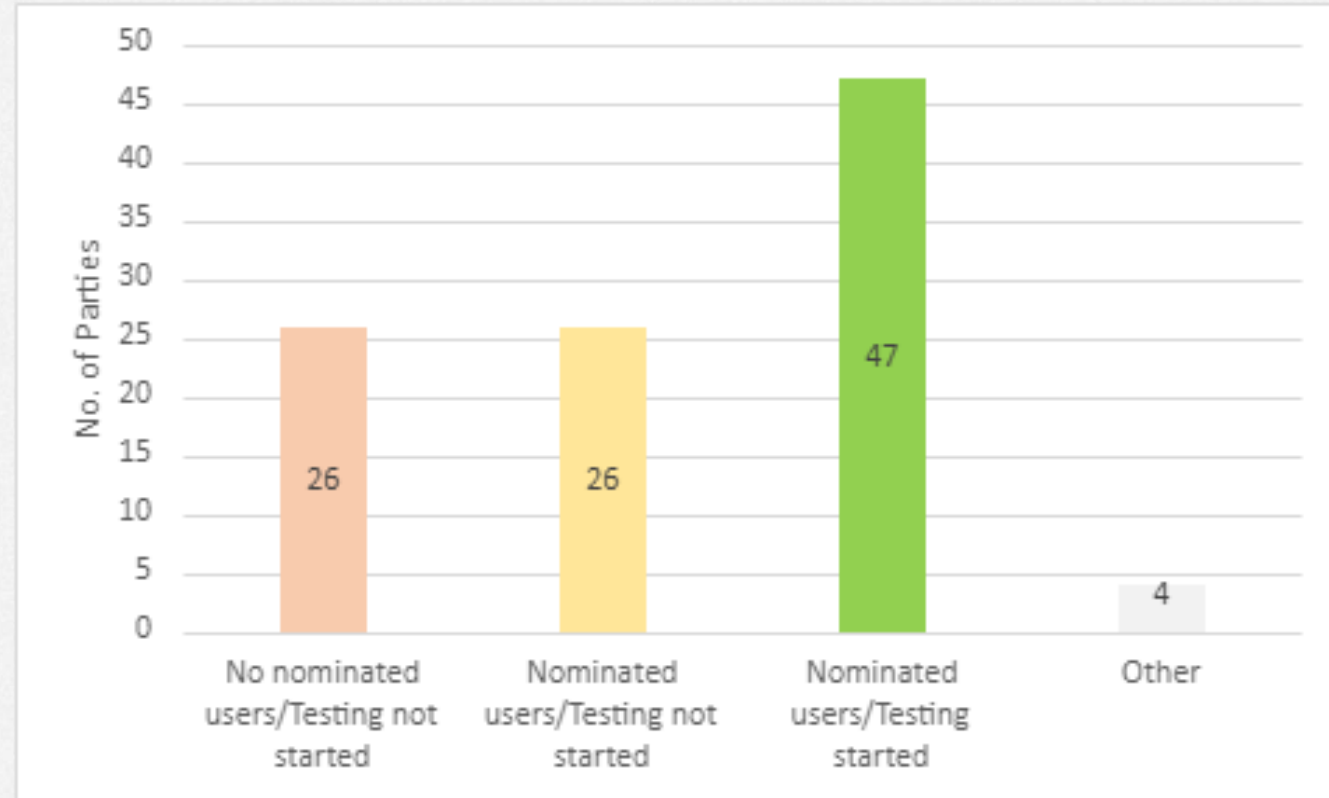
Trainings & Support

Status of test users of the ETF reporting tools

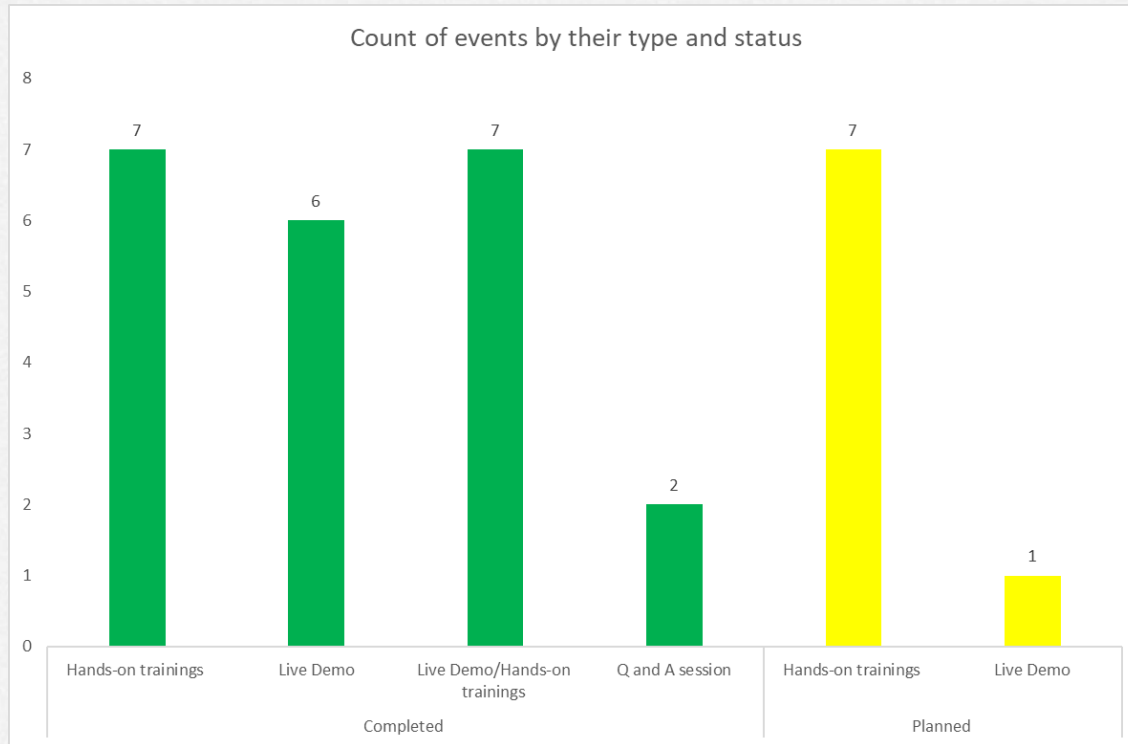🌐 **Total number of Parties: 165**

🔍 **Total number of test users: ~600**

NFP Feedback on First BTR Preparation: survey April. 2024

Trainings and events on the ETF reporting tools

Count of events by their type and status

	Completed				Planned	
	Hands-on trainings	Live Demo	Live Demo/Hands-on trainings	Q and A session	Hands-on trainings	Live Demo
	7	6	7	2	7	1

Nature of events vs number of participants

Hybrid	In-person	Online
200	1520	249

- **22** trainings/events
- **1914** participants from **>130** countries
- **8** planned events & poss. training of trainers
- Limited funding - **collaboration** with partners
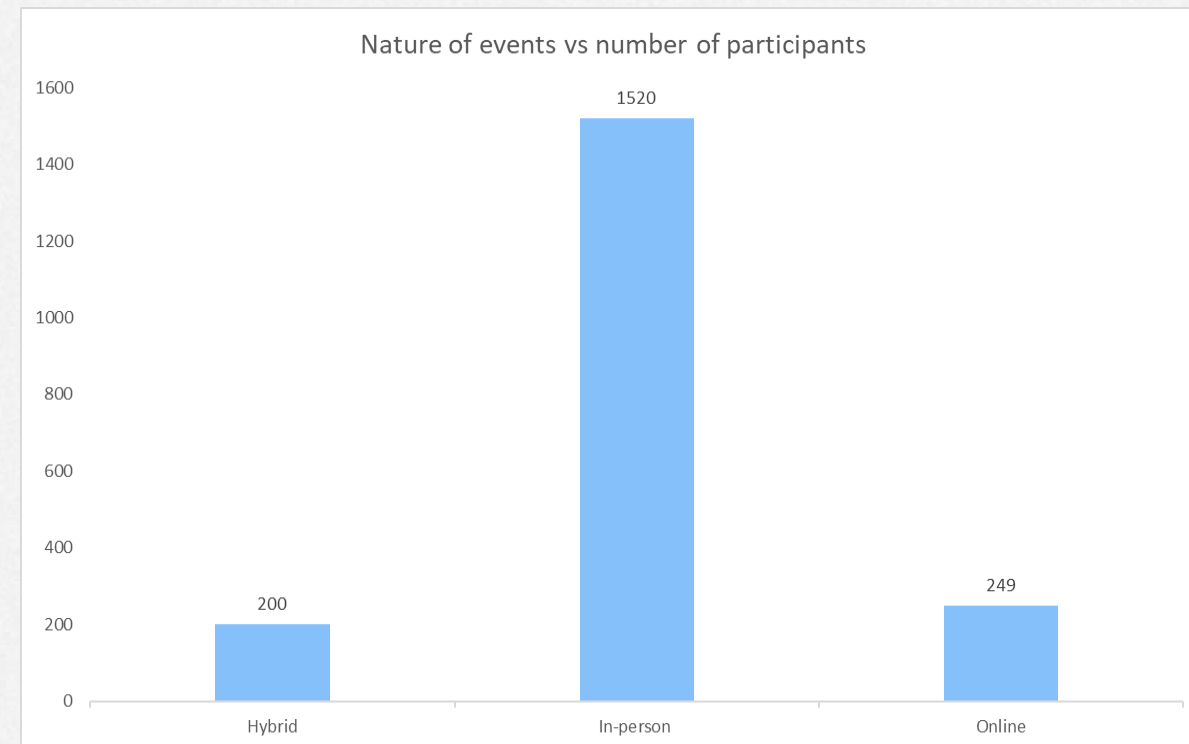
Organized trainings, live demo and Q&A sessions

- 10 workshops/live demo in Sep-Dec 2023 & 16 hands-on trainings during COP 28

- ETF Workshop by Saudi CDM-DNA and CBIT-GSP: Riyadh, Saudi Arabia, 21-25 April

- CBIT workshop on GHG inventory for Central Asia & Caucasus and Eurasia Networks: Tbilisi, Georgia, 23-25 April

- Virtual Q&A sessions with Parties' users – 2 sessions, 29 & 30 April

- CGE Regional (Africa) workshop to facilitate BTR preparation: Zimbabwe, 8-10 May

- ETF Workshop: Baku, Azerbaijan, 13-14 May

- Regional workshop on ETF Reporting Tools for Central Asia: Bishkek, Kyrgyzstan, 15-17 May

- Virtual Q&A session with EU experts - 21 May

- CBIT workshop on GHG inventory for MENA, Asia Pacific Networks: Tokyo, Japan 22-24 May

- 6th GHG Inventory WS by UNOSD, ESCAP: Bangkok, Thailand, 28-31 May

Experts trained at COP28: 507

Planned trainings, live demo and support (help desk)

- **CBIT/PATPA workshops on GHG inventory and NDC tracking for Anglophone/Francophone Networks: Kigali, Rwanda, 25-28 June**

- **NIES Workshop on GHG Inventories in Asia (WGIA 21): Putrajaya, Malaysia, 10-11 July**

- **CBIT/PATPA workshop on GHG inventory for Spanish LAC and Anglophone Caribbean: Bogota, Colombia, 23-25 July**

- **UNFCCC/IPCC Inventory Software & ETF Tools Demonstration Workshop: Baku, Azerbaijan, 4-6 September**

  - **Hands-on trainings with RCC staff and partners in the respective regions**
  - **Transparency dedicated space during COP29**

ETF Reporting Tools Help Page & Support Team:

- User Manuals and Training Materials
- Technical Documentation
- Frequently Asked Questions
- Report Issues and Incidents directly
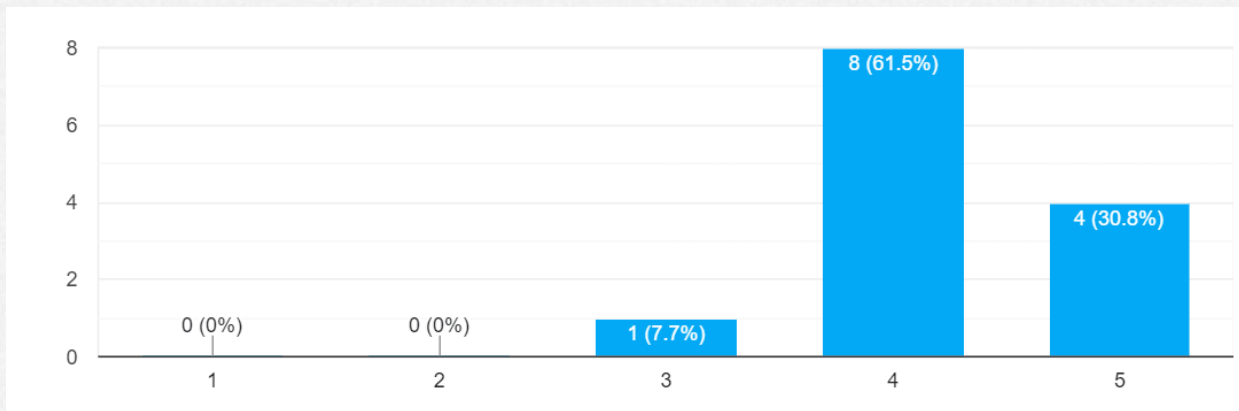
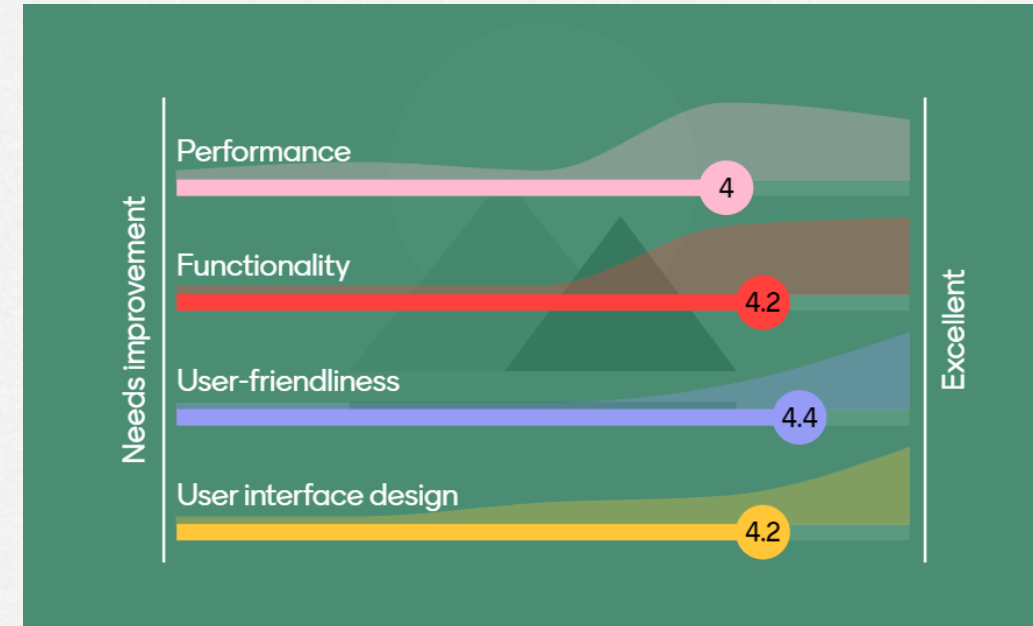- **SB60 – ad-hoc availability to support users**

Feedback from recent trainings

Training workshop in Tokyo, Japan (22-24 May 2024): level of satisfaction on the training

Training workshop in Bangkok, Thailand (28-31 May 2024): level of satisfaction on the ETF tools (1=lowest; 5=highest)
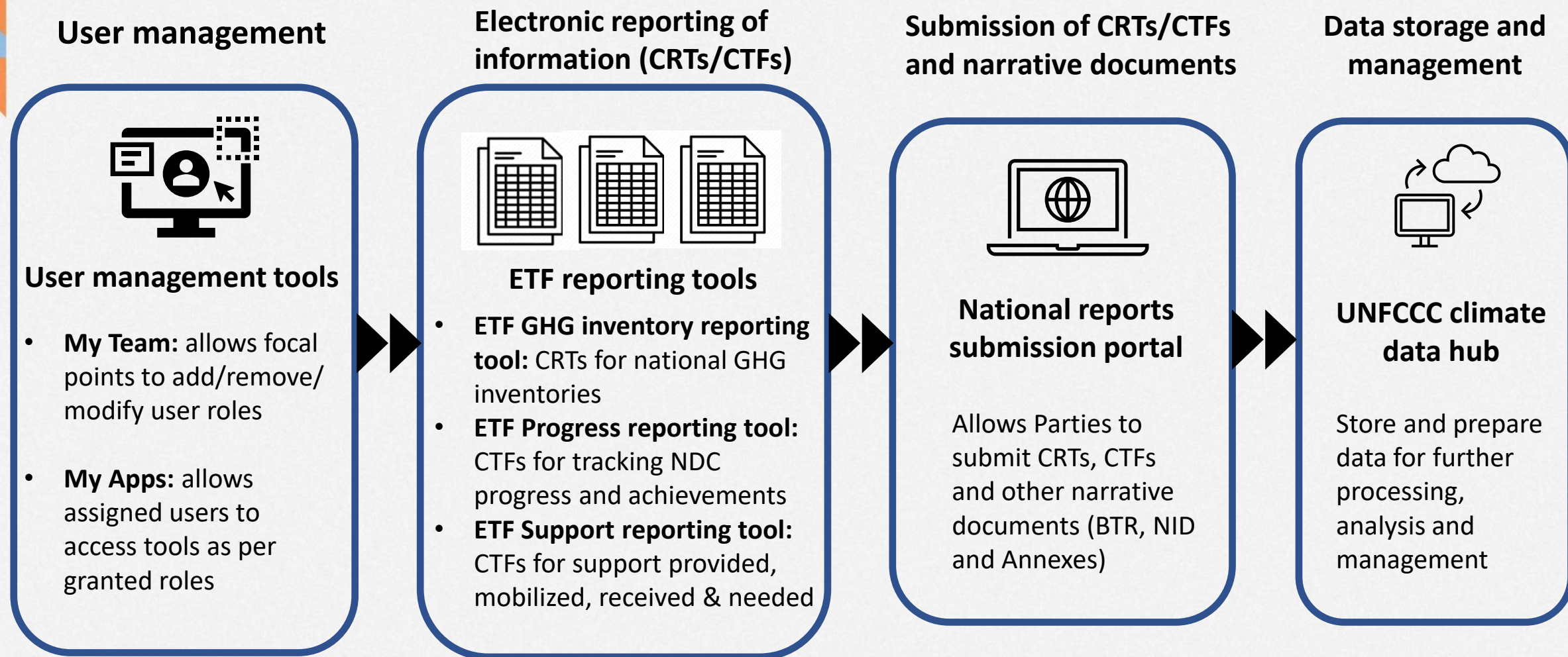

Training workshop in Bishkek, Kyrgyzstan (15-17 May 2024): level of satisfaction on the ETF tools

Deployment of Tools

Framework for reporting under the ETF

User management

User management tools

- **My Team:** allows focal points to add/remove/modify user roles

- **My Apps:** allows assigned users to access tools as per granted roles

Electronic reporting of information (CRTs/CTFs)

ETF reporting tools

- **ETF GHG inventory reporting tool:** CRTs for national GHG inventories
- **ETF Progress reporting tool:** CTFs for tracking NDC progress and achievements
- **ETF Support reporting tool:** CTFs for support provided, mobilized, received & needed

Submission of CRTs/CTFs and narrative documents

National reports submission portal

Allows Parties to submit CRTs, CTFs and other narrative documents (BTR, NID and Annexes)

Data storage and management

UNFCCC climate data hub

Store and prepare data for further processing, analysis and management

User management tool (under development)

NFP nominates one person for the role ETF FP

ETF FP adds/removes users of the ETF tools within the country

Users will get automatic email notification

! **Secretariat will NOT be responsible for providing/removing access**
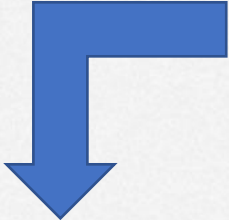
User management tool (under development)

Users | History

Users list

+ Add user

Search user or filter by role

🔍 Search user by name or email   ▽ **Filter by role**

Total of users: -   📄 Export to .xlsx

Name ▾	Roles

Add user   ✕

* Required fields

Email for users to login*
Please do not use shared email addresses.

Email

Add first name*   **Add last name***

First name   Last name

☐ The user doesn't have a last name

Assign role to the user

Select role(s)   ⌄

Attention: The user will be created and added to the system, but won't be activated instantly on the application(s). The user will be informed by email once this process has been completed.

Cancel   Confirm

Name ▾	Roles		
Test Two test2@hotmail.com	UNFCCC NFP Alternate	✏️	🗑️
Test One test1@gmail.com	ETF ETF FP	✏️	🗑️

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User Interface

Secretariat will NOT have access to any of the Party spaces/data

Submission lifecycle (under development)

Workflow in the ETF reporting tools:
- Start a version and compile information
- Perform QC checks
- Approve version
- Generate official reporting tables (with corresponding JSON file)

Workflow in the NRSP:
- Start a submission
- Upload files, including CRTs and CTFs from ETF reporting tools → an interface will be developed to display all versions ready for submission
- Click on submit

Validation of submission:
- Secretariat to check that all files are valid
- Accept or return submissions
- If accepted, files will be automatically published on secretariat's website
- Party user will be notified automatically

Interim solution: generate reporting tables from ETF reporting tools and submit by email

UNFCCC Climate Data Hub
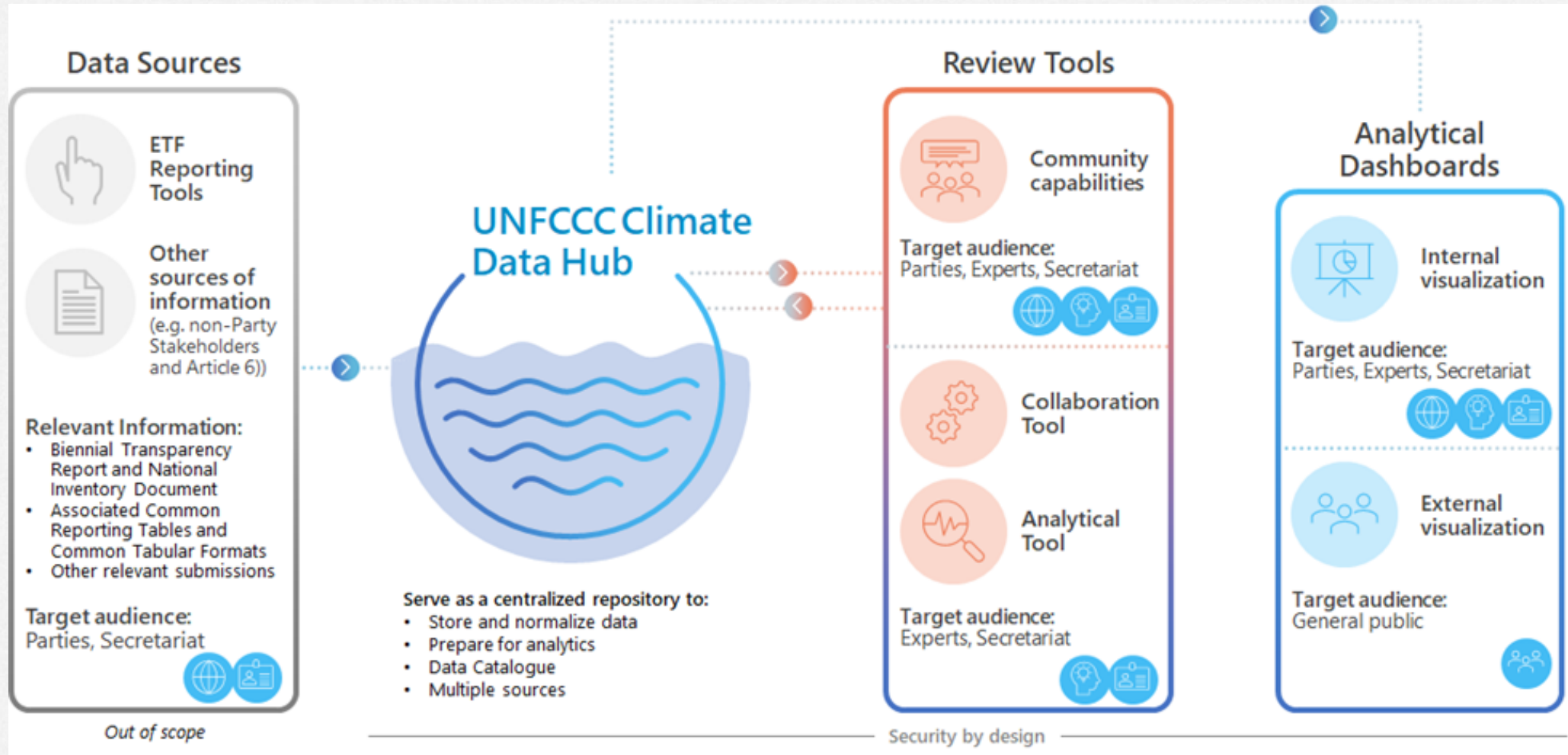
Overall scope of the final version (June 2024)

GHG inventory

- All sectors, data entry grids
- All flexibility provisions and version settings
- Key category analysis
- Interoperability with IPCC software

Progress

- All data entry grids
- All flexibility provisions and version settings
- Interconnection with CRT
- Bulk import tool for Policies and Measures

Support

- All data entry grids
- All version settings
- Detailed explanation of each decision step
- Bulk import tool for projects/ activities for all tables

- Generating reporting tables
- Importing and exporting (Excel and JSON)
- Working in offline mode
- Data validation in the data entry grids
- Providing comments/custom footnotes/doc boxes

ETF Reporting Tools to be released at the end of June allow Parties to compile data and generate reporting tables for submitting the BTR

Enhancements to be implemented (after June 2024)

- Submission lifecycle (direct from tools)

- Multilingual support

- QC on the submission

- Completeness check with traffic lights system

- User preferences & data visualization

- Tooltips/info buttons

- Recalculation table and Flex_Summary table (GHG Inventory)

- Improvements to address feedback received from Parties

Total estimated costs for known enhancements: ~1.8 mil. Euro

Remaining activities until 30 June 2024

- **Continue IT work/testing for remaining aspects:** user management/bulk import/fixing bugs

- Continue collaboration with IPCC to **finalize interoperability with IPCC software**

- **Close the test version for users due to security audit –** from 11 June

- Respond to technical questions **& prepare user guides/videos/FAQ**

- **Release of the official version of ETF reporting tools – 30 June**

- **Communicate with Parties (NFPs)** to nominate focal points for ETF tools

- Prepare the operational support for **service/maintenance** (stabilization period by Sep)

- **Continue to engage with Parties/donors** for providing resources for enhancements and conducting training workshops post June release

Thank you!

Live Demo, tomorrow, 5 June, 1-3 pm in room Nairobi

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