

## Toolkit for Building National GHG Inventory Systems: Summary of Templates Available by Language (as of November 2021)

EPA developed the *Toolkit for Building National GHG Inventory Systems* to help national inventory compilers build and advance a national GHG inventory system that suits their national context. The *Toolkit* includes seven pre-defined instructional and editable templates for establishing, maintaining, and improving a national GHG inventory system, consistent with IPCC “good practice”, the 2006 IPCC Guidelines for National GHG Inventories, and the latest UNFCCC transparency requirements.

The Toolkit templates have undergone several revisions since their initial development, including updates in 2021. The latest templates are available in English here: <https://www.epa.gov/ghgemissions/toolkit-building-national-ghg-inventory-systems>.

Older versions of the templates in Spanish and French, marked with a ✓ below, are available upon request. Note that some templates are not yet available in all languages and some of the template numbers in Spanish and French do not match the latest versions in English. A complete update to the templates will be available online in English, Spanish, and French in 2022.

Questions? Email the EPA inventory capacity building team at [ghgi.transparency@epa.gov](mailto:ghgi.transparency@epa.gov).

### Templates Available in English, en Español, and en Français

In English	En Español	En Français
<b>Introduction to Toolkit</b>	✓	✓
<b>Template 1: How to Use the Toolkit</b>	Este documento no esta disponible	Ce document n'est pas encore disponible
<b>National GHG Inventory Inception Memorandum</b>	✓	✓
<b>Template 2: Institutional Arrangements</b>	✓ (“Plantilla 1”)	✓ (“Modèle 1”)
<b>GHGI Coordinator Responsibilities &amp; Qualifications</b>	✓	✓
<b>Sector Lead Roles &amp; Responsibilities: Energy</b>	✓	✓
<b>Sector Lead Roles &amp; Responsibilities: IPPU</b>	✓	✓
<b>Sector Lead Roles &amp; Responsibilities: Agriculture</b>	✓	✓
<b>Sector Lead Roles &amp; Responsibilities: LULUCF</b>	✓	✓
<b>Sector Lead Roles &amp; Responsibilities: Waste</b>	✓	✓
<b>Memorandum of Cooperation</b>	✓	✓
<b>Sample Scope of Work</b>	✓	Ce document n'est pas encore disponible
<b>Template 3: Methods and Data Documentation</b>	✓ (“Plantilla 2”)	✓ (“Modèle 2”)
<b>Confidentiality Agreement &amp; Amendment</b>	✓	✓
<b>Template 4: QA/QC Procedures</b>	✓ (“Plantilla 3”)	✓ (“Modèle 3”)
<b>Template 5: Key Category Analysis</b>	✓ (“Plantilla 5”)	✓ (“Modèle 5”)
<b>Key Category Analysis Tool</b>	Esta herramienta no esta disponible	Cet outil n'est pas encore disponible
<b>Template 6: Archiving System</b>	✓ (“Plantilla 4”)	✓ (“Modèle 4”)
<b>Template 7: National Inventory Improvement Plan</b>	✓ (“Plantilla 6”)	✓ (“Modèle 6”)
<b>Inventory Progress Indicator Tool</b>	Esta herramienta no esta disponible	Cet outil n'est pas encore disponible