



SUBSIDIARY BODY FOR SCIENTIFIC AND TECHNOLOGICAL ADVICE

REPORT OF THE SUBSIDIARY BODY FOR SCIENTIFIC AND TECHNOLOGICAL ADVICE ON ITS EIGHTEENTH SESSION, HELD AT BONN, FROM 4 TO 13 JUNE 2003

Addendum

DRAFT DECISIONS FORWARDED FOR ADOPTION BY THE CONFERENCE OF THE PARTIES AND OTHER INFORMATION

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<sup>1</sup> Adopted as FCCC/SBSTA/2003/L.8 (see also FCCC/SBSTA/2003/10, para. 13 (d)).

<sup>2</sup> Adopted as FCCC/SBSTA/2003/L7./Add.1 (see also FCCC/SBSTA/2003/10, para. 20 (b)).

<sup>3</sup> Adopted as FCCC/SBSTA/2003/L.4/Add.1 as amended orally at the 5<sup>th</sup> meeting (see also FCCC/SBSTA/2003/10, para. 39 (j)).

## I. METHODOLOGICAL ISSUES

### REVIEW OF METHODOLOGICAL WORK UNDER THE CONVENTION AND THE KYOTO PROTOCOL

(Agenda item 4 (a))

#### INITIAL PROPOSALS BY PARTIES ON ELEMENTS OF A POSSIBLE FUTURE WORK PROGRAMME<sup>a</sup>

**Table A. Work based on current and planned activities**

Background information on current and planned activities	Possible elements for development of methodologies	Possible elements relating to collection and dissemination of information	How should future work be done?	Who should undertake the work?	What should be the time frame?
<p>1. The Intergovernmental Panel on Climate Change (IPCC) is preparing a revision of its <i>Revised 1996 IPCC Guidelines for National Greenhouse Gas Inventories</i> (IPCC Guidelines) and aims to complete the work by early 2006. The SBSTA, at its seventeenth session, requested the secretariat to provide information on the methodologies and data used by Parties to estimate greenhouse gas (GHG) emissions and removals by sinks, taking into account results of the trial period of annual inventory reviews (decision 6/CP.5), to support, inter alia, the work relating to the revision of the current IPCC Guidelines,<sup>b</sup> with the aim of preparing initial information for consideration at SBSTA 19. Parties have provided specific views on this task (FCCC/SBSTA/2003/MISC.3 and Add.1).</p>		<p>Provision of additional views to the IPCC relating to the scope and nature of the revision.</p> <p>Secretariat to provide information on experiences by Parties using IPCC methodologies and guidelines, taking into account the technical review process and the work of the CGE.</p>	<p>(a) IPCC to report on progress of its work.</p> <p>(b) Parties may wish to provide additional guidance for the IPCC.</p> <p>(c) Secretariat to prepare a compilation and synthesis of information from Parties.</p> <p>(d) Close cooperation with other Conventions (e.g. CLRTAP).<sup>c</sup></p>	<p>(a) The IPCC.</p> <p>(b) The SBSTA.</p> <p>(c) The secretariat.</p> <p>(d) Relevant conventions (e.g. CLRTAP).</p>	<p>(a) SBSTA 18 and possibly future sessions thereafter.</p> <p>(b) SBSTA 18 and possibly thereafter during the revision of IPCC guidelines.</p> <p>(c) An initial report in 2003.</p>

<sup>a</sup> The Subsidiary Body for Scientific and Technological Advice (SBSTA), at its eighteenth session, requested the secretariat to update this annex, taking into account submissions by Parties, to facilitate further discussion on this issue by the SBSTA at its nineteenth session.

<sup>b</sup> The SBSTA, at its seventeenth session, invited the IPCC to take into consideration the relevant work under the Convention and the Kyoto Protocol, including work by the SBSTA, the Subsidiary Body for Implementation (SBI), and the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention (CGE), and the technical review of GHG inventories of Annex I Parties.

<sup>c</sup> Convention on Long-range Transboundary Air Pollution.

<b>Background information on current and planned activities</b>	<b>Possible elements for development of methodologies</b>	<b>Possible elements relating to collection and dissemination of information</b>	<b>How should future work be done?</b>	<b>Who should undertake the work?</b>	<b>What should be the time frame?</b>
<p>2. The IPCC is developing, at the invitation of the Conference of the Parties (COP) at its seventh session, a report on <i>Good Practice Guidance for Land Use, Land-Use Change and Forestry</i> and aims to complete the work by the second half of 2003.</p> <p>Based on decision 21/CP.7, the SBSTA will develop technical guidance on methodologies for adjustments under Article 5, paragraph 2, of the Kyoto Protocol for estimates of anthropogenic emissions and removals from LULUCF.</p>	<p>Consideration of guidelines and decisions to ensure compatibility with the IPCC good practice guidance on LULUCF, for example:</p> <p>(a) Modifications to the common reporting formats for LULUCF.</p> <p>(b) Modalities for adjustments under Article 5, paragraph 2, of the Protocol for LULUCF activities.</p>		<p>Parties may wish to consider the work at SBSTA 18, under agenda item 4 (e), and at future sessions.</p>	<p>(a) The SBSTA.</p> <p>(b) The SBSTA.</p>	<p>(a) To be determined.</p> <p>(b) Between COP 9 and COP 10.</p>
<p>3. The SBSTA, at its fifteenth session, requested the secretariat to prepare a technical paper on harvested wood products for consideration at its nineteenth session.</p>	<p>Consideration of issues relating to harvested wood products.</p>		<p>Preparation and consideration of the technical paper on wood products.</p>	<p>(a) The secretariat.</p> <p>(b) The SBSTA.</p>	<p>A report in 2003 for consideration at SBSTA 19.</p>
<p>4. The SBSTA, at its fifteenth session, invited the International Civil Aviation Organization (ICAO) and the International Maritime Organization (IMO) to explore opportunities for examining and improving the quality of data reporting and comparability of GHG emissions from international aviation and maritime transport under the relevant provisions of the Convention, the Kyoto Protocol, ICAO and IMO.</p>		<p>Compilation of data and information on methods and definitions to ensure that GHG emissions are reported in a consistent and transparent manner.</p>	<p>Methodological aspects relating to this matter will be considered at SBSTA 18 as a separate issue (agenda item 4 (f)).</p>	<p>ICAO / IMO / the secretariat.</p>	<p>Future sessions of the SBSTA.</p>

<b>Background information on current and planned activities</b>	<b>Possible elements for development of methodologies</b>	<b>Possible elements relating to collection and dissemination of information</b>	<b>How should future work be done?</b>	<b>Who should undertake the work?</b>	<b>What should be the time frame?</b>
<p>5. Issues relating to guidelines under Articles 5, 7 and 8 of the Kyoto Protocol, and issues relating to registries under Article 7, paragraph 4. Based on decision 24/CP.8 on technical standards for data exchange between registry systems under the Kyoto Protocol, the secretariat was requested to undertake work relating to the functional and technical specifications of the technical standards. The Chair of the SBSTA was requested to continue consultations with Parties and experts on issues relating to registries.</p>	<p>Possible additional complementary methodological work to apply the adopted guidance in a more precise way based on experience gained.</p>		<p>These topics will be considered at SBSTA 18 under agenda item 4 (b).</p>	<p>Parties and the secretariat.</p>	<p>To be determined.</p>
<p>6. The COP, by its decision 33/CP.7, requested the secretariat to prepare a compilation and synthesis report on third national communications. The compilation and synthesis of national communications from Annex I Parties (FCCC/SBI/2003/7/Add.3) notes that assumptions and methodological choices affect the quality of projections.</p>		<p>Compilation of assumptions, methodologies and data based on information provided in national communications.</p>		<p>The secretariat.</p>	
<p>7. The secretariat prepared a compilation and synthesis of information on policies and measures contained in the national communications from Annex I Parties (FCCC/SBI/2003/7/Add.2).</p>	<p>Methodological work on ex ante and ex post self-assessment of policies and measures.</p>				
<p>8. Based on decision 9/CP.3 and the request by the SBSTA at its fifteenth session, the secretariat has developed a web-based prototype information system/clearing house on technology transfer (TT:CLEAR).</p>	<p>Design, testing and dissemination of simple tools for technology assessments.</p>		<p>Based on the assessment and evaluation of TT:CLEAR.</p>	<p>The SBSTA, the Expert Group on Technology Transfer (EGTT), and other relevant organizations.</p>	<p>Assessment and evaluation for consideration at SBSTA 19.</p>

<b>Background information on current and planned activities</b>	<b>Possible elements for development of methodologies</b>	<b>Possible elements relating to collection and dissemination of information</b>	<b>How should future work be done?</b>	<b>Who should undertake the work?</b>	<b>What should be the time frame?</b>
9. The COP, by its decision 9/CP.3, requested the secretariat to accelerate the development of methodologies for assessing adaptation technologies, in particular decision tools to evaluate alternative adaptation strategies. Parties, international organizations and others have provided information on adaptation methods and decision tools, which the secretariat has placed on its web site.	Promote testing and evaluation of methods for vulnerability and adaptation assessment to improve the quality of national communications.	Dissemination of information on methodologies to assess impacts of, and vulnerability and adaptation to, climate change.  Synthesis of information on the effectiveness and experiences.	Parties, relevant organizations and practitioners could submit their experiences to the secretariat for compilation, including experiences on case studies.	Parties, the secretariat and relevant organizations.	
10. The COP adopted decision 17/CP.8 on improvement of the guidelines for the preparation of national communications by non-Annex I Parties, and decision 3/CP.8 on the work of the CGE.		Compilation of methodological information relevant to the implementation of the guidelines.			
11. Based on the invitation by the COP at its seventh session, the IPCC is currently developing a report on definitions and methodological options for degradation and devegetation activities and aims to complete the work by the second half of 2003.	Work to be determined based on the work by the IPCC.		(a) At SBSTA 18, under agenda item 4 (e), Parties may wish to provide further guidance, as appropriate.  (b) The report may be considered at SBSTA 19.		(a) SBSTA 18.  (b) SBSTA 19.

Background information on current and planned activities	Possible elements for development of methodologies	Possible elements relating to collection and dissemination of information	How should future work be done?	Who should undertake the work?	What should be the time frame?
12. Based on the invitation by COP at its seventh session, the IPCC is preparing, for submission to COP 10, practicable methodologies to factor out direct human-induced changes in carbon stocks and GHG emissions and removals by sinks from changes due to indirect human-induced and natural effects, and effects due to past practices in forests.	Work to be determined based on the report of the IPCC at COP 10.		At SBSTA 18, under agenda item 4 (e), Parties may wish to consider the request and provide further guidance as appropriate.		
13. The SBSTA, at its seventeenth session, agreed that work on the scientific and methodological aspects of the proposal by Brazil (assessment of contributions to climate change) should be continued by the scientific community. The SBSTA decided to review the progress of work on the scientific and methodological aspects at its twenty-third session.	Work to be determined at future sessions.	Synthesis of modelling results and their implications for future work of the Convention for SBSTA 23.		(a) Scientific community.  (b) Identification for further work by the SBSTA.	(a) 2003–2005.  (b) SBSTA 23 in 2005 or later.
14. At SBSTA 16, Parties took note of proposed approaches to issues relating to cleaner or less-greenhouse-gas-emitting energy contained in documents FCCC/SBSTA/2002/MISC.3 and Add.1 and 2.			This issue may be further considered at SBSTA 18 under agenda item 9 (a).		
15. In accordance with decision 16/CP.7 and the annex on guidelines for the implementation of Article 6 of the Kyoto Protocol, the Article 6 supervisory committee is to be established at the first session of the Conference of the Parties serving as the meeting of the Parties (COP/MOP 1) to supervise, inter alia, the verification of the emission reduction units generated by Article 6 projects.	Review and revision of reporting guidelines and criteria for baselines and monitoring, and the elaboration of the project design document.  Consideration of relevant work by the Executive Board of the clean development mechanism (CDM), as appropriate.				

<b>Background information on current and planned activities</b>	<b>Possible elements for development of methodologies</b>	<b>Possible elements relating to collection and dissemination of information</b>	<b>How should future work be done?</b>	<b>Who should undertake the work?</b>	<b>What should be the time frame?</b>
<p>16. The COP, by its decision 17/CP.7, decided to facilitate the prompt start of the CDM by adopting its modalities and procedures. The COP further elected the Executive Board, which is to supervise the CDM under the authority and guidance of the COP/MOP, and be fully accountable to the COP/MOP. The Executive Board is to report on its activities to each session of the COP/MOP. For the purposes of decision 17/CP.7, and in accordance with that decision, the COP assumes the responsibilities of the COP/MOP until COP/MOP 1.</p>	<p>Methodological work is focused on the approval of new methodologies relating, inter alia, to baselines, monitoring plans and project boundaries and the development, maintenance and public availability of a repository of approved rules, procedures, methodologies and standards. The Executive Board is also to identify modalities for seeking collaboration with the SBSTA on methodological and scientific issues. It is envisaged that the Executive Board will continue to carry out the activities outlined in document FCCC/SBSTA/2002/INF.12, (page 22), in accordance with decision 17/CP.7 and its annex on modalities and procedures.</p>				

**Table B. Initial proposals by Parties on possible new elements**

Background information on current and planned activities	Possible elements for development of methodologies	Possible elements relating to collection and dissemination of information	How should future methodological work be done?	Who should undertake the work?	What should be the time frame?
	1. Work and systems to test the transaction log and registry systems. Development of a database for accounting of emissions and assigned amounts, and a standard electronic format for the "true-period" format.	Exchange of information on the implementation of national systems including quality assurance/quality control (QA/QC) procedures and plans.	Invite the secretariat to prepare a paper based on submissions by Parties.		
	2. Improvement of reporting guidelines and formats on projections by, for example, adding more specific lists of parameters to be reported, with the aim of improving reporting guidelines and formats, and enhancing comparability and transparency.	Exchange of information on projections (including on methods and models) among Parties.	(a) Information sharing.  (b) A workshop.		
	3. Further work on sensitivity analysis and the robustness of GHG projections.				
	4. Development of methodologies for elaboration of projections for non-Annex I Parties and for reporting in national communications.				
	5. Methodologies for developing planning and decision-making tools to assist Parties to assess and implement mitigation strategies.				
	6. Methodologies to enhance transparency in reporting on policies and measures in the national communications of Annex I Parties.				



<b>Background information on current and planned activities</b>	<b>Possible elements for development of methodologies</b>	<b>Possible elements relating to collection and dissemination of information</b>	<b>How should future methodological work be done?</b>	<b>Who should undertake the work?</b>	<b>What should be the time frame?</b>
	7. Methodologies for Annex I Parties on implementing win/win policies and measures to reduce emissions and minimize adverse impacts on developing country Parties.			The SBSTA.	
	8. Methodologies for assessing the impacts on developing countries of policies already implemented by Annex I Parties. Expand the coverage of current models with a view to using them as part of a portfolio of tools for decision-making.			The SBSTA in collaboration with international organizations, e.g. the Organization of Petroleum Exporting Countries (OPEC)	
		9. Exchange of experiences from CDM projects that may contribute to the development of policies and measures for non-Annex I Parties.			
		10. Exchange of information on and experiences between Annex I and non-Annex I Parties on good practices in emission avoidance.			
	11. Information, methods and tools for socio-economic scenario building.			The secretariat, and competent international organizations.	
	12. Methods and tools for vulnerability and adaptive and mitigative capacity assessment.				

Background information on current and planned activities	Possible elements for development of methodologies	Possible elements relating to collection and dissemination of information	How should future methodological work be done?	Who should undertake the work?	What should be the time frame?
	13. Assessment of scientific knowledge on mitigation and adaptation pathways by the IPCC. Methodologies for assessing adaptive, and mitigative capacity and mitigation and adaptation pathways.	(a) The secretariat to continue summarizing information reported by Parties in their national communications on mitigation and adaptation technologies.	(b) The IPCC to maintain its focus on mitigation and adaptation pathways in assessments reports.	(a) The secretariat, Parties and the SBSTA.  (b) The IPCC.	
	14. Methodologies for assessing mitigation technologies including analysis of socio-economic costs and benefits and ancillary benefits and social acceptability.				
15. The IPCC is preparing a report on CO <sub>2</sub> capture and storage, and aims to complete the work by 2005.	Identification of methodological work after the completion of the IPCC report and assessment of opportunities for technology transfer.			(a) The IPCC.  (b) The SBSTA.	(a) By 2005.  (b) Identification of possible needs for further work in 2005 or onwards.
	16. Development of planning and decision-making tools to assist Parties to assess and implement appropriate strategies.				
	17. Development of consistent methodologies for assessment of costs of climate change impacts on the global scale. Assessment of costs and benefits of climate change strategies.	Compilation of cost estimates and underlying assumptions.			

Background information on current and planned activities	Possible elements for development of methodologies	Possible elements relating to collection and dissemination of information	How should future methodological work be done?	Who should undertake the work?	What should be the time frame?
	18. Methodologies for assessing terms of trade and socio-economic impacts on individual developing country Parties, including assessment of data sets, development of assumptions, verification of existing data, improvement of models and establishment of baseline data.			The SBSTA in collaboration with international organizations, e.g. the United Nations Development Programme (UNDP) and OPEC.	
	19. Analysis of the role of trade in cleaner or less-greenhouse-gas-emitting energy in meeting the objectives of the Convention and the Kyoto Protocol.			Competent international organizations.	
20. Information on production and consumption patterns, consistent with the <i>Plan of Implementation of the World Summit on Sustainable Development</i> <sup>a</sup> (WSSD) Chapter 3 “Changing unsustainable patterns of consumption and production”, and the IPCC workshops on climate change and sustainable development.		Production and consumption patterns, and analysis of the GHG implications of traded emission-intensive commodities.	Initially, investigation and summary of relevant data sources, such as databases of OECD, the World Bank, the World Resources Institute (WRI), etc. May later require additional work by relevant bodies and the SBSTA.	The SBSTA and relevant database holders.	2003–2005.

<sup>a</sup> *Report of the World Summit on Sustainable Development*, United Nations, available at: <http://www.johannesburgsummit.org/html/documents/documents.html>

<b>Background information on current and planned activities</b>	<b>Possible elements for development of methodologies</b>	<b>Possible elements relating to collection and dissemination of information</b>	<b>How should future methodological work be done?</b>	<b>Who should undertake the work?</b>	<b>What should be the time frame?</b>
		21. Improvement of availability of data to Parties through development of a data interface.	<p>(a) A stock-taking of existing sources of emissions and socio-economic data. The secretariat to prepare a paper covering sources, accessibility and comparability.</p> <p>(b) Development of options for the development, hosting and management of a data interface to improve access to data by Parties. A paper covering possible host/ management arrangements, costs, interface design.</p> <p>(c) Development, hosting and management of a data interface. Initial phase would cover a limited range of data.</p>	<p>(a) The secretariat.</p> <p>(b) The secretariat.</p> <p>(c) To be determined.</p>	<p>(a) In 2003 for consideration at SBSTA 19.</p> <p>(b) For consideration at SBSTA 19.</p> <p>(c) To commence following a decision at COP 9 or COP 10.</p>

**Table C: Cross-reference between clusters<sup>a</sup> and possible elements**

Cluster	Elements under the work based on current and planned activities (table A)	Initial proposals by Parties on possible new elements (table B)
A. Greenhouse gas inventories	1, 2, 3, 4, 5	1
B. Projections of greenhouse gas emissions and removals by sinks	6	2, 3, 4
C. Assessing policies and measures <sup>b</sup>	7	5, 6, 7, 8, 9, 10, 11, 12
D. Assessing mitigation and adaptation technologies	8	13, 14, 15
E. Assessing impacts, vulnerability and adaptation of climate change	9	16, 17, 18
F. Other areas for methodological work	10, 11, 12, 13, 14, 15, 16	19, 20, 21

<sup>a</sup> As described in document FCCC/SBSTA/2003/INF.1.

<sup>b</sup> Policies and measures were considered by the SBSTA at its eighteenth session under item 6 of the agenda. ]

## II. METHODOLOGICAL ISSUES

### ISSUES RELATING TO REPORTING AND REVIEW OF GREENHOUSE GAS INVENTORIES FROM PARTIES INCLUDED IN ANNEX I TO THE CONVENTION

(Agenda item 4 (c))

#### Recommendation by the Subsidiary Body for Scientific and Technological Advice

The Subsidiary Body for Scientific and Technological Advice, at its eighteenth session, decided to recommend the following draft decision for adoption by the Conference of the Parties at its ninth session:

#### **Draft decision -/CP.9**

#### **Issues relating to the technical review of greenhouse gas inventories from Parties included in Annex I to the Convention**

*The Conference of the Parties,*

*Recalling* Articles 4, 7 and 12 of the Convention,

*Further recalling* its decision 19/CP.8,

*Having considered* the relevant recommendations of the Subsidiary Body for Scientific and Technological Advice,

1. *Requests* the secretariat, subject to the availability of resources, to develop and implement the training programme for members of expert review teams for the technical review of greenhouse gas inventories, in accordance with the provisions in annex I to this decision, including requirements for testing of experts, and to give priority to implementation of a final seminar for the land use, land-use change and forestry module;
2. *Encourages* Parties included in Annex II to the Convention (Annex II Parties) to provide financial support for implementing the training programme;
3. *Requests* the Subsidiary Body for Scientific and Technological Advice, at its first session in 2006, to assess the results of the training programme for members of expert review teams for the technical review of greenhouse gas inventories and to make recommendations to the Conference of the Parties on the further development and implementation of the training programme;
4. *Adopts* the “Code of practice for the treatment of confidential information in the technical review of greenhouse gas inventories from Parties included in Annex I to the Convention” (Annex I Parties) contained in annex II to this decision;
5. *Requests* the secretariat, beginning in 2004, to apply procedures consistent with this code of practice in the technical review of greenhouse gas inventories and to make these procedures publicly available;

6. *Decides* that, beginning in 2004, all members of expert review teams participating in the technical review of greenhouse gas inventories from Annex I Parties shall be required to sign an agreement for expert review services, prepared based on the elements included in annex III to this decision, and any additional elements arising from consideration, by the Subsidiary Body for Scientific and Technological Advice at its twentieth session, of consequences for breach of the agreement;
7. *Requests* the secretariat to develop the agreement for expert review services and make it publicly available before the twentieth session of the Subsidiary Body for Scientific and Technological Advice;
8. *Requests* the secretariat to take into account the provisions of paragraphs 4–6 above in the selection of members of expert review teams for the technical review of greenhouse gas inventories from Annex I Parties;
9. *Requests* the secretariat, subject to the availability of resources, to organize meetings of lead reviewers participating in the technical review of greenhouse gas inventories from Annex I Parties, the purpose of these meetings being to consider methodological and procedural issues relating to inventory reviews, with a view to developing a common approach to these issues by expert review teams and to making recommendations to the secretariat on ways to improve the effectiveness and efficiency of the technical review of inventories;
10. *Requests* the secretariat to prepare an annual report on inventory review activities, including any recommendation resulting from the lead reviewers' meetings, for consideration by the Subsidiary Body for Scientific and Technological Advice, the future frequency for the preparation of this report to be considered in the first session of the Subsidiary Body for Scientific and Technological Advice in 2006, in the context of the report assessing the implementation of the review guidelines requested in decision 19/CP.8;
11. *Requests* the secretariat to include also in its annual report on inventory review activities, information on the training programme, in particular on examination procedures and on the selection of trainees and instructors;
12. *Requests* the secretariat to archive review information, including information about members of expert review teams, and to include a description of the types of information collected in its annual report on inventory review activities;
13. *Urges* Annex I Parties to support greenhouse gas inventory review activities as established in decision 19/CP.8, and all Parties to facilitate the participation of their experts in the inventory review process.

Annex I

**TRAINING PROGRAMME FOR MEMBERS OF EXPERT REVIEW TEAMS FOR THE  
TECHNICAL REVIEWS OF GREENHOUSE GAS INVENTORIES OF PARTIES  
INCLUDED IN ANNEX I TO THE CONVENTION**

**I. PREMISES OF THE TRAINING PROGRAMME**

1. New reviewers who successfully complete the relevant requirements of the training programme will be invited to participate in a centralized or in-country review, working alongside experienced inventory reviewers.
2. All courses will include an examination. For courses which have a final seminar, the examination will generally take place during the seminar. In exceptional circumstances, other arrangements for examination will be made, provided that the examinations take place under the supervision of the secretariat. For other courses the examination will take place on-line.
3. Experts who do not pass an examination for a course at the first attempt may re-take the examination one additional time, provided that the expert has fulfilled all the tasks assigned to the trainees in the course in a timely manner, and that the re-take does not require the secretariat to incur additional costs.
4. Examination procedures should be standardized, objective and transparent.
5. All courses will be available on-line. The courses will be distributed on CD-ROM to trainees without easy access to the Internet; in such cases, and for courses that are facilitated by an instructor, trainees will communicate with the instructor by email.
6. Final seminars for courses may be offered in conjunction with lead reviewers' meetings to complete the training for lead reviewers.
7. The development and implementation of the courses of this training programme depend on the availability of resources.
8. Highly experienced inventory review experts will be selected as instructors for courses of the training programme, ensuring that their collective skills cover the subjects addressed in each course. The secretariat will seek geographic balance among the instructors participating in the training programme.
9. When selecting new reviewers for courses facilitated by instructors, priority will be given to national inventory experts, nominated to the roster of experts, from Parties that have not participated in review activities before 2004.



## II. COURSES OF THE TRAINING PROGRAMME

### A. Basic course for the review of Annex I Party greenhouse gas inventories

**Description:** This course covers UNFCCC review guidelines and procedures and general Intergovernmental Panel on Climate Change (IPCC) inventory guidance<sup>1</sup> as well as specific aspects of the review of the IPCC sectors energy, fugitive emissions, industrial processes, agriculture and waste.<sup>2</sup> This course will also provide guidance on making review reports substantive and reader-friendly

**Preparation:** 2003

**Implementation:** 2004, 2005 and 2006

**Target audience:** New reviewers and reviewers who have participated in fewer than two review activities before 2004

**Type of course:** E-learning, facilitated by an instructor, with final seminar (subject to the availability of resources)

**Examination requirements:** New reviewers and reviewers who have participated in fewer than two review activities before 2004 must pass the examination before participating in expert review teams

### B. Land use, land-use change and forestry module of the course for the review of Annex I Party greenhouse gas inventories

**Description:** This course will be based on the IPCC good practice guidance for the LULUCF sector

**Preparation:** 2004

**Implementation:** Only 2005<sup>3</sup>

**Target audience:** 50 reviewers for the LULUCF sector

**Type of course:** E-learning, facilitated by instructors,<sup>4</sup> with final seminar (subject to the availability of resources)

**Examination requirements:** Review experts must pass the examination before participating as an LULUCF expert reviewer

### C. Improving communication and facilitating consensus in expert review teams

**Description:** This course provides tools to improve the work of expert review teams and facilitate teamwork

**Preparation:** 2003

**Implementation:** 2004, 2005, 2006

**Target audience:** All reviewers

**Type of course:** E-learning, without instructor

**Examination requirements:** Self-check electronic examination

<sup>1</sup> IPCC Good Practice Guidance and Uncertainty Management in National Greenhouse Gas Inventories available at: <http://www.ipcc-nggip.iges.or.jp/public/gp/gpgaum.htm> and the Revised 1996 IPCC Guidelines for National Greenhouse Gas Inventories, volumes 1–3, available at: <http://www.ipcc-nggip.iges.or.jp/public/gl/invs1.htm>

<sup>2</sup> This course will not include the module on land use, land-use change and forestry sector (LULUCF) until the year 2006.

<sup>3</sup> Starting in 2006, the LULUCF module will be integrated with the basic course.

<sup>4</sup> Experts with experience in the preparation of good practice guidance for land use, land-use change and forestry will be selected as instructors for this course.

#### **D. Handling confidential information**

**Description:** This course teaches procedures to protect any confidential information in the inventory review process<sup>5</sup>

**Preparation:** 2004

**Implementation:** 2005 and 2006

**Target audience:** Lead reviewers and all reviewers who handle confidential information

**Type of course:** E-learning, without instructor. A short seminar will be provided by the secretariat in association with a lead reviewers' meeting, centralized review or in-country review

**Examination requirements:** Self-check electronic examination

*Note:* More information on general characteristics of the training programme can be found in document FCCC/SBSTA/2003/3.

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<sup>5</sup> This course will make available for reference, when relevant and feasible, information on national procedures for handling confidential information of Parties that report confidential information in their inventory submissions.

Annex II

**CODE OF PRACTICE FOR THE TREATMENT OF CONFIDENTIAL INFORMATION IN  
THE TECHNICAL REVIEW OF GREENHOUSE GAS INVENTORIES FROM PARTIES  
INCLUDED IN ANNEX I TO THE CONVENTION**

1. Pursuant to Article 12, paragraph 9, of the Convention, a Party has a right to designate information as confidential, in accordance with criteria to be established by the Conference of the Parties, and request that this information be aggregated by the secretariat to protect its confidentiality before being made available to any of the bodies involved in the communication and review of information. Should a Party included in Annex I to the Convention (Annex I Party) voluntarily allow access to inventory information other than that required by Article 12, the provisions in this code of practice shall apply.
2. Prior to the provision of specific national greenhouse gas inventory information that an Annex I Party wishes to be considered as confidential, that Party may assert a confidentiality claim by submitting a notification, signed by the appropriate focal point (national or inventory), indicating that the information is considered confidential and requesting that it be protected according to the procedures in this code of practice. The assertion of confidentiality shall be accompanied by documentation of the Party's basis for such protection, including applicable laws and regulations.
3. The secretariat shall confirm receipt of an assertion of confidentiality and provide a written assurance to the Party that the information will be protected in accordance with these procedures.
4. Any confidential information shall be submitted separately from other inventory information, and in hard copy only, and shall be clearly designated as confidential by the Party.
5. The secretariat shall ensure that any inventory information it receives in the course of the inventory reporting and review process, which has been designated as confidential by the Party in accordance with paragraphs 2–4 above, is protected in accordance with these procedures.
6. Information designated as confidential shall be stored in a secure, locked location. Only authorized staff and review team members shall be given access to this information, in accordance with procedures to be established.
7. All review team members shall be required to sign an agreement for expert review services, which shall include provisions for protection of confidential information. The obligation of a review team member to protect confidential information shall continue after completion of his or her services.
8. Expert reviewers shall not be given access to information designated as confidential if a known potential conflict of interest with regard to that information has been disclosed in accordance with the agreement for expert review services.
9. The secretariat shall ensure that any expert with a known potential conflict of interest relating to specific confidential information submitted by the reviewed Party is excluded from participating in the review of the Party concerned.
10. Information designated as confidential shall not be distributed or disclosed to non-authorized individuals and/or organizations and shall not be distributed beyond the secretariat's control.
11. Secretariat staff with a need to handle information designated as confidential shall be instructed in responsibilities and trained in procedures to protect the confidentiality of such information.

12. Expert review team members with a need to handle information designated as confidential shall be instructed in responsibilities and trained in procedures to protect the confidentiality of such information.
13. The secretariat shall ensure that review experts are made aware of their personal liability and of the potential consequences, including legal consequences, that may arise from disclosure by them of confidential information.
14. When an Annex I Party, in accordance with Article 12, paragraph 9, of the Convention, gives an expert review team access to confidential information during an in-country review visit, access to the information would be under the supervision of the Party and in accordance with the Party's own procedures. In such a case, the members of expert review teams shall still be obliged to protect confidential information, in accordance with the agreement for expert review services.
15. Any internal documentation developed by the secretariat or by the review team which contains information designated as confidential shall also be considered confidential and shall be handled in accordance with the above procedures. Confidential information shall not be included in review reports.
16. The secretariat shall make publicly available information on its policies and procedures to protect confidential information, including this code of practice.

Annex III

**ELEMENTS FOR INCLUSION IN THE AGREEMENT FOR EXPERT REVIEW SERVICES**

1. Each expert shall work in his or her personal capacity and perform duties in an objective, neutral and professional manner.
  2. Each expert shall disclose any potential conflict of interest relating to review activities.
  3. Each expert shall participate in scheduled review activities and comply with the procedures and deadlines for inventory review as set out in the inventory review guidelines, under the direction of the UNFCCC secretariat
  4. Information provided by Parties under review and by the secretariat is provided for the sole purpose of the inventory review and shall not be used by expert review team members for purposes other than the inventory review. In particular:
    - (a) Experts shall not disclose any information acquired during the review before finalization and publication of the inventory review report;
    - (b) Experts shall not disclose any non-published information acquired during the review without the express agreement of the Party concerned and the secretariat.
  5. Experts shall not disclose information about the review, including any findings, or the status of internal procedures, to anyone except the Party concerned, the secretariat, members of the review team and, as necessary, other lead reviewers, while the review is being conducted.
  6. Each expert will be advised of the time requirements and deadlines for the review process, and will do everything in his or her power to meet these deadlines.
  7. If, due to unforeseen circumstances, an expert is not able to perform his or her duties in the time frame allotted for them, he or she shall notify the secretariat, lead reviewers of the team and other members of the team as soon as possible.
  8. Each expert agrees to use UNFCCC reporting guidelines and IPCC methodologies and good practice guidance as the bases for the technical review of inventories.
  9. Each expert has an obligation to protect confidential information both during and after terms of service. Experts authorized to handle confidential information will adhere to agreed procedures for treatment of confidential information.
  10. Each expert authorized to handle confidential information shall disclose any potential conflicts of interest relating to specific confidential information submitted by the Party being reviewed before the information is viewed.
  11. Each expert will work cooperatively with other review team members, in particular lead reviewers and other experts working in the same subsector, with a view to achieving consensus in decision-making within their expert review team.
  12. If, under exceptional circumstances, consensus cannot be reached within an expert review team, lead reviewers from other expert review teams will work cooperatively with the team to assist it in achieving consensus.
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### III. RESEARCH AND SYSTEMATIC OBSERVATION

(Agenda item 7)

The Subsidiary Body for Scientific and Technological Advice, at its eighteenth session, decided to consider, at its nineteenth session, the following draft decision with the aim of forwarding it for adoption by the Conference of the Parties at its ninth session:

#### **Draft decision -/CP.9**

#### **Global observing systems for climate**

*The Conference of the Parties,*

*Recalling* Article 4.1(g)–(h) and Article 5 of the Convention,

*Further recalling* its decisions 14/CP.4 and 5/CP.5,

*Having considered* conclusions of the Subsidiary Body for Scientific and Technological Advice at its fifteenth, sixteenth, seventeenth and eighteenth sessions,

*Having considered and noted with appreciation* the *Second Report on the Adequacy of the Global Observing Systems for Climate in Support of the UNFCCC*,

*Recognizing* the importance of collaboration among the sponsoring agencies responsible for the Global Climate Observing System,

*Recognizing further* the need for a clear definition of the long-term needs of the Convention and of the short-term priorities concerning the support of systematic observation and networks, in particular taking into account the needs of developing countries,

1. *Invites* the sponsoring agencies of the Global Climate Observing System, and in particular those of the Global Terrestrial Observing System, in consultation with other international or intergovernmental agencies, as appropriate, to develop a framework for the preparation of guidance materials, standards and reporting guidelines for terrestrial observing systems for climate, and associated data and products, bearing in mind the importance of adhering to the principles of free and unrestricted exchange of data, and to submit a progress report on this issue to the Conference of the Parties at its eleventh session;
2. *Invites* the relevant national entities, in cooperation with the sponsoring agencies of the Global Climate Observing System and other international and intergovernmental agencies, to make available on a sustained basis a range of integrated climate products relevant to the needs of the Convention as identified in the second adequacy report;
3. *Invites* the Global Climate Observing System secretariat, in conjunction with the Global Ocean Observing System secretariat, to provide information to the Subsidiary Body for Scientific and Technological Advice, at its twenty-second session, on progress made towards funding the initial ocean climate observing system;
4. *Requests* the Global Climate Observing System secretariat, under the guidance of the Global Climate Observing System steering committee, taking into account international and

intergovernmental mechanisms, to coordinate the development of a phased five- to ten-year implementation plan for the integrated global observing systems for climate, using a mix of high-quality satellite and in situ measurements, dedicated infrastructure and targeted capacity-building, such a plan being developed:

- (a) To draw on the second adequacy report and the views of Parties;
- (b) To take into consideration existing global, regional and national plans, programmes and initiatives;
- (c) To be based on extensive consultations with a broad range of scientists and data users;
- (d) To include indicators for measuring its implementation;
- (e) To identify resource requirements and funding options;

5. *Invites* the Global Climate Observing System secretariat to provide information to the Subsidiary Body for Scientific and Technological Advice, at its twenty-first session, on the development of the implementation plan;

6. *Urges* Parties in the position to do so, in particular, Parties included in Annex I to the Convention, to support, including by contributing to relevant funding mechanisms, the high-priority needs, as identified in the second adequacy report, in developing countries, especially the least-developed countries and small island developing States, noting that filling the gaps in the baseline atmospheric networks is an urgent need that should be met over the next two years;

7. *Encourages* the Global Climate Observing System secretariat, under the guidance of the Global Climate Observing Systems steering committee, to continue its efforts to establish a voluntary Global Climate Observing System funding mechanism to support high-priority needs, especially in developing countries, taking into account the special needs and situations of least developed countries and small island developing States, and to report to the Subsidiary Body for Scientific and Technological Advice, at its twentieth session, on the progress made in establishing the fund.

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