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ENGLISH ONLY

REPORTS

**Expert Meeting to collect EFDB and Software users' feedback
17-19 March 2015, Okinawa, Japan**

(Submitted by the Acting Secretary of the IPCC)
(Prepared by the Co-Chairs of the Task Force Bureau)

REPORTS

Expert Meeting to collect EFDB and Software users' feedback
17-19 March 2015, Okinawa, Japan

Brief Introduction

The Expert Meeting to collect Emission Factor Database (EFDB) and Software users' feedback was held in Okinawa, Japan, on 17 – 19 March 2015. The objective of this meeting was to help inventory compilers going beyond the *Revised 1996 IPCC Guidelines for National Greenhouse Gas Inventories* (Revised 1996 IPCC Guidelines), specifically to encourage the use of the *2006 IPCC Guidelines for National Greenhouse Gas Inventories* (2006 IPCC Guidelines) and the IPCC Inventory Software. In addition, the meeting was expected to collect any feedback on Emission Factor Database (EFDB) and the IPCC Inventory Software. The Task Force on National Greenhouse Gas Inventories (TFI) extends its appreciation to the Government of Japan for the support to hold this meeting.

Paragraphs in the TFI Progress Reports submitted to the IPCC at its 40th and 41st Sessions relevant to this expert meeting are quoted in Annex 1 to this document. The meeting programme is in Annex 2, and the list of participants is in Annex 3 to this document.

Meeting Summary

On the first day, a number of presentations were delivered by the TFI Technical Support Unit (TFI TSU) including an overview of national greenhouse gas inventory and TFI activities, and guidance on good practice elements. Each presentation was followed by questions & answers and discussion. There was presentation and demonstration of IPCC tools at the end of the day.

On the second day, the meeting was split into two groups, Group 1 on Energy, Industrial Processes and Product Use (IPPU) and Waste Sectors and Group 2 on Agriculture, Forestry and Other Land Use (AFOLU) Sector, for hands-on exercise using the IPCC Inventory Software and for discussion on sector-specific issues. Both groups reviewed the methods provided in the *2006 IPCC Guidelines* and examined the IPCC Inventory Software using dummy data prepared by the TFI TSU.

On the third day, there was a hands-on exercise session to simulate inventory compilation using the IPCC Inventory Software. Following this session, there was another hands-on exercise on how to ensure time series consistency by using the splicing techniques suggested in the *2006 IPCC Guidelines*.

At the wrap-up session, the participants discussed what the TFI can do to help inventory compilers further. The TFI TSU collected the participants' feedback on the areas for potential improvement of the EFDB and the IPCC Inventory Software based on the experiences shared and issues identified during the meeting.

Main Meeting Recommendations

The major suggestions from this Expert Meeting were as follows.

- It is desirable that TFI continue to hold this type of expert meeting to help inventory compilers and to disseminate the *IPCC Guidelines* and relevant tools.
- The meeting in the future should have more intensive discussion including hands-on exercises on data collection (i.e. identification of data source, data gathering and data processing), because many inventory compilers are in reality facing difficulty in data collection for national greenhouse gas inventories.
- Some additional functions and supplementary materials to the IPCC Inventory Software should be developed, such as the function to export a whole time series of emissions/removals for all categories at the most disaggregated level as an MS Excel file.

Proposals on this expert meeting reflected in TFI Progress Reports to the 40th and 41st Sessions of the IPCC.

Paragraph 10(viii) in IPCC-XL/Doc. 6, Rev.1 (Progress Report of the Task Force on National Greenhouse Gas Inventories)

10. The Task Force Bureau (TFB) (26th meeting in Ottawa, Canada on 28-29 August 2014) reached the following conclusions about future activities of the TFI.

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viii. TFB endorsed to continue other TFI activities, including the meeting supported directly by the Government of Japan with continued past focus on developing country needs, and meetings on Software/EFDB.

Paragraph 3 in IPCC-XLI/Doc. 8 (Progress Report of the Task Force on National Greenhouse Gas Inventories)

3. The TFI continued to enhance the usefulness of the IPCC Inventory Software by holding the Expert Meeting to Collect EFDB and Software Users Feedback on 14-16 October 2014 in Hayama, Japan. The TFI extends its appreciation to Japan for its support by hosting this meeting. The TFI will continue to improve this software through rectification of bugs and errors detected, and also by organizing an Expert Meeting to Collect EFDB and Software Users Feedback again on 17-19 March 2015 in Okinawa, Japan.

Meeting/Workshop Programme

Tuesday 17th March: Plenary 1	
09:00	Registration
09:30	Welcome <ul style="list-style-type: none"> • Co-Chairs Introduction <ul style="list-style-type: none"> • Explanation of the objective of this meeting
10:00	Overview <ul style="list-style-type: none"> • National GHG Inventories: Scope and general principles • Development of the 2006 IPCC Guidelines and relationship to earlier IPCC Guidelines
10:30	Guidance on good practice elements <ul style="list-style-type: none"> • Approaches to data collection • Uncertainty analysis • Methodological choice & key category analysis
13:00	LUNCH
14:30	Guidance on good practice elements <ul style="list-style-type: none"> • Time series consistency • QA/QC and documentation • Discussion IPCC Tools <ul style="list-style-type: none"> • IPCC Tools: Emission Factor Database • IPCC Tools: Inventory Software
17:30	END

Wednesday, 18th March: Parallel Sectoral Sessions		
	Group 1 - Energy, IPPU and Waste	Group 2 – AFOLU
	Both groups will: <ul style="list-style-type: none"> • Review the methods used and work through examples • Provide hands-on exercise on the Software • Provide time for discussion • Q&A • Consider potential issues for consideration by the TFI • Consider ideas for potential improvement and development of the Software 	
09:00	Waste <ul style="list-style-type: none"> • Waste Data • Solid Waste Disposal and Treatment • Wastewater Treatment Energy <ul style="list-style-type: none"> • Fuel Combustion • Reference Approach • Fugitive Emissions IPPU <ul style="list-style-type: none"> • Types of Sources • Cement Industry • Iron & Steel Industry • F-gases 	AFOLU <ul style="list-style-type: none"> • Livestock • Land • Aggregate Sources and Non-CO₂ Emission Sources on Land
18:00	END	

Thursday, 19th March: Plenary 2	
09:00	Hands-on exercise on the IPCC Inventory Software <ul style="list-style-type: none"> • Simulation exercise on inventory compilation • Key category analysis • Reporting tables Hands-on exercise on Time Series Consistency Hands-on exercise on the EFDB
11:30	Closing plenary <ul style="list-style-type: none"> • Discussion on experiences and issues raised – what can TFI do to help? • Identification of potential areas of improvement/development
13:00	Excursion
18:00	FINISH

List of Participants

Benin

Bamikole Jacques Kouazounde
University of Abomey Calavi

Bolivia

Consuelo Lucia Luna Acosta
Plurinational Authority of Mother Earth,
Ministry of Environment and Water

Brazil

Thelma Krug (TFI Co-chair)
INPE-Instituto Nacional de Pesquisas
Espaciais

Cote d'Ivoire

Antoine Tano Kouakou Servais
CNTIG / Climate Change Bureau,
Ministry of Environment

Dominica, Commonwealth of

Kimisha Belinda Thomas
Ministry of Health and Environment,
Environmental Coordinating Unit

Dominican Republic

Federico Alfredo Grullon de la Cruz
National Council for Climate Change and
Clean Development Mechanism

El Salvador

Antonio Canas Calderon
Ministry of Environment and Natural
Resources

Guatemala

Marcel Holland Oseida de Leon
Ministry of Environmental and Natural
Resources

Japan

Taka Hiraishi (TFI Co-chair)
C/o Institute for Global Environmental
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Jordan

Ali Ahmed Almashni
Ministry of Environment

Moldova

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Paraguay

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University of Asuncion

Tajikistan

Nasimjon Rajabov
State Administration for Hydrometeorology of
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Uzbekistan

Yulia Kovalevskaya
Centre of Hydrometeorological Service
(Uzhydromet)

Zimbabwe

Farai Mapanda
University of Zimbabwe

UNFCCC

William Kojo Agyemang-Bonsu
UNFCCC Secretariat

IPCC TFI TSU

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