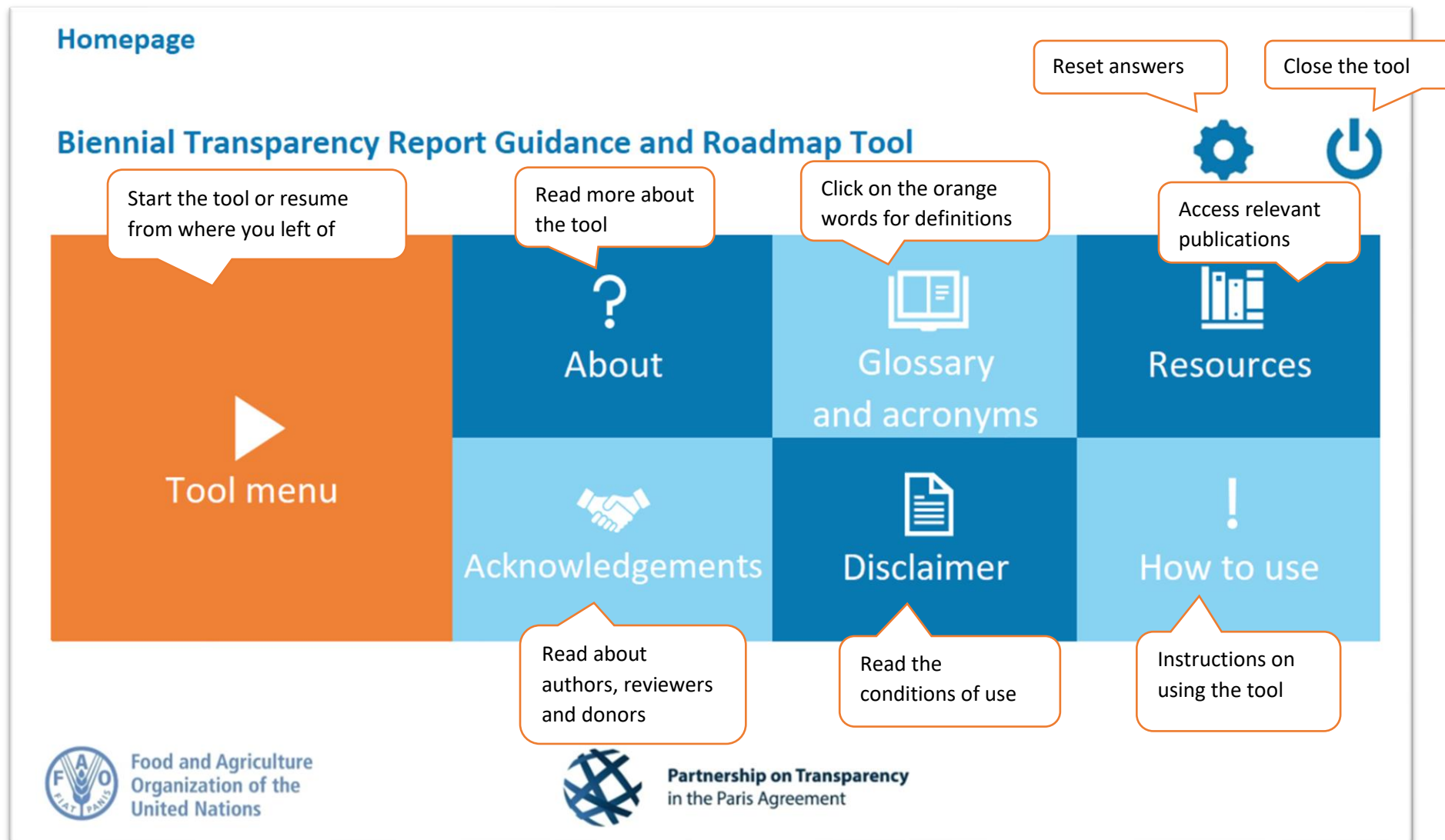


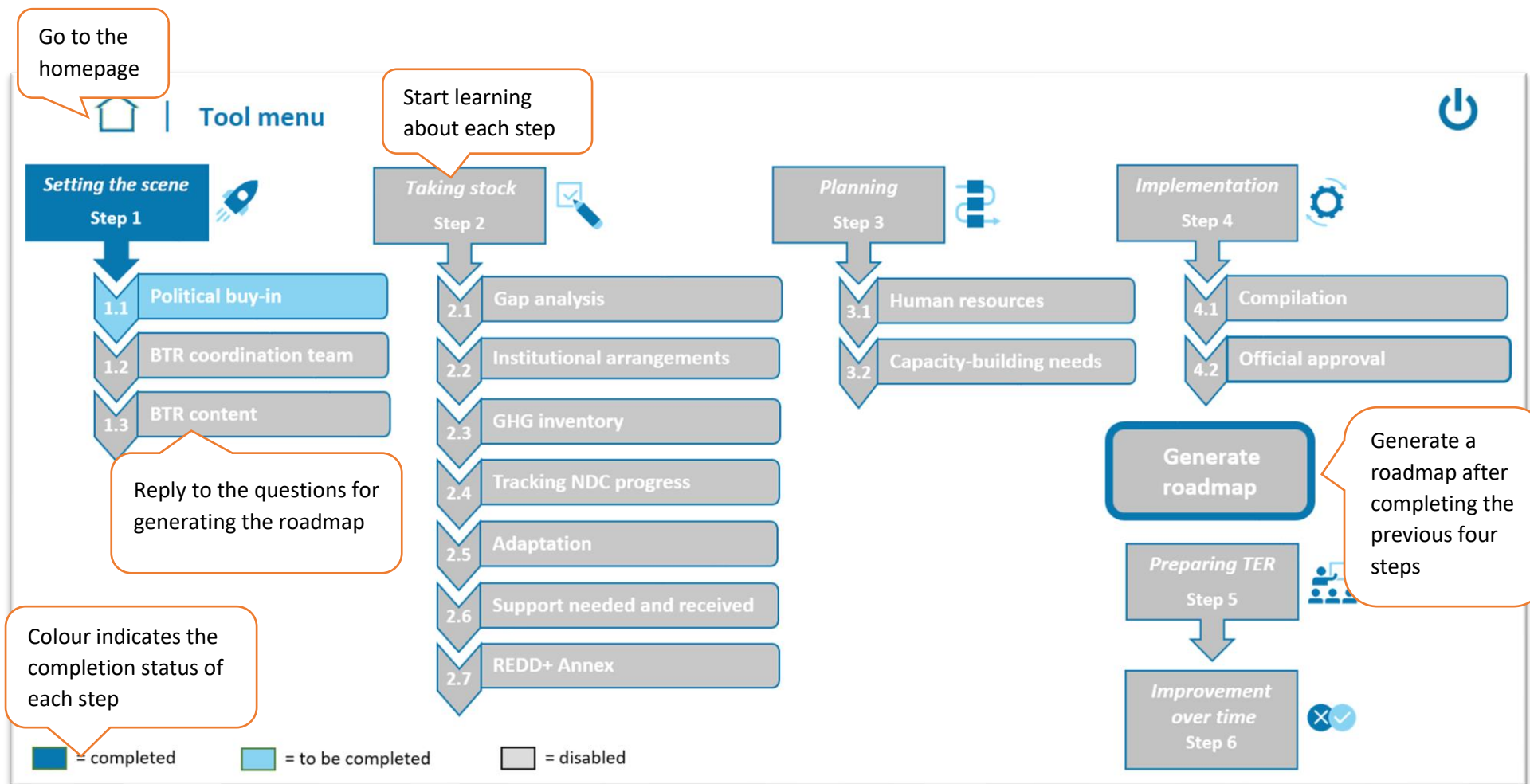
How to use the tool

Before using the tool, please take time to learn more about its main features and navigation elements.

In the Homepage:



In the Tool menu:



In the main page of each step, you will find:

Go to the Tool menu

Home | Step 1. Getting started: setting the scene and appointing the BTR coordination team

What is this step?

This step will set the foundation for the BTR process.

The first crucial action is to ensure that there is the political “buy-in” in the preparation of the BTR from relevant country stakeholders. Once the political consensus is secured, the country should consider appointing an overall **BTR coordination team**. The country must be fully aware of all of the components of the BTR process, including the BTR report. The coordination team should be given the mandate and have the capacity to involve all relevant technical experts as necessary for the compilation of the BTR and to cooperate with other relevant stakeholders in the BTR process (e.g. ministries).

It is very important to then define the BTR’s content. As per the [modalities, procedures and guidelines](#) (MPGs) not all the elements of the BTR are mandatory in nature: each country should decide on the non-mandatory components to be included, based on national priorities and circumstances.

Why is this step important?

- Political buy-in positively affects the efficacy of the overall BTR process, making it easier to sustainably secure the institutional and financial backing the compilation process requires.
- A strong coordination team with a legally backed mandate and clear roles can help ensure the efficient delivery of the BTR.
- A well-thought-out definition of the content allows countries to emphasise their efforts in addressing climate change, monitoring the impacts, design well-informed policies and attract finance.

Link to external resources




Brief description of the step

Brief explanation of the importance of the step

Click on the orange words to read the definition in the glossary





Once you have read the information, click on **Completed** to go back to the Tool menu and continue the navigation.

In each section of a substep, you can:

**Substep 2.3 - GHG inventory**

Introduction

The **national greenhouse gas inventory** (NGHGI) is one of the mandatory elements that need to be included in the BTR. In order to evaluate the greenhouse gas (GHG) inventory system, countries need to focus on three main aspects: data availability, technical capacity and use of relevant IPCC guidelines. Additionally, **quality assurance/quality control** (QA/QC) procedures are a key element to ensure the quality of national GHG inventories in terms of **transparency, accuracy, comparability, consistency** and **completeness** (T). These aspects need to be evaluated.

Questions for roadmap generation	Answer	Suggestions
2.3.1 Have you compiled recently a national GHG inventory?	 No	✓ <i>This is a good opportunity to start planning for a GHG inventory which is one of the main components of the BTR.</i>
2.3.2 Do you still have access to the data used for the GHG inventory compilation?	 No	✓ <i>Build upon previous inventory arrangements in your country in order to re-establish data exchange channels or create new ones, and make sure to implement a process to safely store your data for the future.</i>
2.3.3 Have you retained the capacity to build a GHG inventory?	 Partly	✓ <i>Build upon remaining capacity and strengthen provisions</i>
2.3.4 Have the 2006 IPCC guidelines been used for compiling the national GHG inventory?	 Yes	✓ <i>This is good. The 2006 IPCC guidelines are the ones to be used according to the new provisions of the MPGs</i>



Question section


Reply to the multiple choice question (single selection only)

Clear your answer by pressing on this

Read the recommendation related to each question

You can find further guidance by scrolling down after the questions section:

 |  | **Substep 2.3 - GHG inventory**



More guidance on this step

What should be considered?

- In the beginning not all relevant data might be available with the desired level of accuracy, which can be improved at a second stage once relevant GHG inventory categories and gases have been identified.
- Institutions might not be happy to share data regularly, simply because they do not understand what it might be used for. Holding meetings with such institutions to explain the aim and data needs of the GHG inventory and discussing data confidentiality approaches, where appropriate, can help.
- Formalising data sharing is important to ensure the right data can be obtained regularly in the right format at the time when it is required. Data sharing agreements or memoranda of understanding (MoUs) are used by many countries for this purpose.
- Documentation and archiving are key elements to ensure the GHG inventory quality and enable efficient compilation and improvement over time.
- Elaborating and implementing an inventory QA/QC plan is a mandatory requirement pursuant to the MPGs (albeit with flexibility).

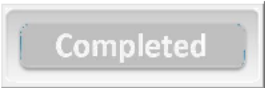
Recommended actions



- Identify the institution and experts that can lead the implementation and the management of the national GHG inventory process and guarantee coordination among them.
- Assign clear roles, responsibilities, data sharing agreements and work schedules to each institution involved.
- Ensure the basis for methodological improvements and refinement and to maintain the integrity and quality of the inventory system.
- Facilitate the training of the national experts directly or indirectly involved in GHG inventories to review requirements, methods and inventory processes.

Which tool can help you?



The [2006 IPCC guidelines for national greenhouse gas inventories](#) are the guidelines to be followed according to the MPGs to estimate GHG emissions and removals from all sectors.

The [2019 refinement to the 2006 IPCC guidelines for national greenhouse gas inventories](#) provides supplementary methodologies to estimate sources that produce

At the end of the substep there is a  button. Once you respond to all questions in the substep, the button will be enabled

 . By clicking on it, you will go back to the main Tool menu  to continue the navigation.

Substep 3.1 allows you to indicate activities that can be run in parallel. This reduces the time for the BTR preparation considerably. For each topic, a list of potential activities is proposed in the dropdown menu based on the selected NDC target and the sequence of some activities. When you select an activity from the list, the item will appear in the box “Parallel activity(ies) selected”. To deselect an item, select the activity again from the dropdown menu. Once an activity has been selected as a parallel activity, it cannot be connected to other activities.



Substep 3.1 - Human resources

GHGI	National GHG Inventory (substep 2.3) <div> Select one or more activities <div> <input type="radio"/> Mitigation measures <input type="radio"/> Adaptation <input type="radio"/> Support needed and received <input type="radio"/> REDD+ Annex </div> </div>	Parallel activity(ies) selected Mitigation measures
ing progress	Progress indicators (substep 2.4a) <div> Select one or more activities </div>	Parallel activity(ies) selected
	Mitigation measures (substep 2.4b) <div> Select one or more activities </div>	Parallel activity(ies) selected

Drop down menu disabled,
as “Mitigation measures”
was already selected as a
parallel activity to the GHGI

In substeps 3.2 and 4.1, summary tables are provided with an indication of the time required for capacity-building and compilation. The time allocation is based on your replies to the questions in the previous sections and on assumptions based on GIZ and FAO's experience from many years of measurement, reporting and verification (MRV) implementation at the country level. The time displayed is only indicative and you can customize the value according to your specific national circumstances.



Substep 3.2 - Capacity-building needs



This section provides an indicative summary of capacity needs, resulting from Step 2, to be planned to support the BTR compilation process defined in Step 4. The resulting months of capacity-building can be revised and adjusted according to your country situation. This might be the case where capacity-building has been carried out recently, or where relevant improvements are planned, e.g. to the GHG inventory. In this case, capacity-building needs can differ from those suggested by the tool. It is important to note that the time estimated of capacity building for each step is based on FAO and GIZ's experiences on several MRV and transparency-related projects.

Capacity-building (CB) time *(feel free to customize the time according to the country needs. Input the new value and press 'return/enter' in the keyboard)*

Substep	Month	Custom
2.3 • National GHG Inventory	0,5	Yes <input checked="" type="radio"/> No <input type="radio"/> <input type="text" value="1"/>
2.4(a) • Progress indicators	0	Yes <input type="radio"/> No <input checked="" type="radio"/> <input type="text"/>
2.4(b) • Mitigation measures	0	Yes <input type="radio"/> No <input checked="" type="radio"/> <input type="text"/>
2.4(c) • Impact of mitigation measures	0	Yes <input checked="" type="radio"/> No <input type="radio"/> <input type="text" value="5"/>
2.4(d) • Projections	0	Yes <input type="radio"/> No <input checked="" type="radio"/> <input type="text"/>
2.5 • Adaptation	0	Yes <input type="radio"/> No <input checked="" type="radio"/> <input type="text"/>
2.6 • Support needed and received	4	Yes <input type="radio"/> No <input checked="" type="radio"/> <input type="text"/>
2.7 • REDD+ Annex	0	Yes <input type="radio"/> No <input checked="" type="radio"/> <input type="text"/>

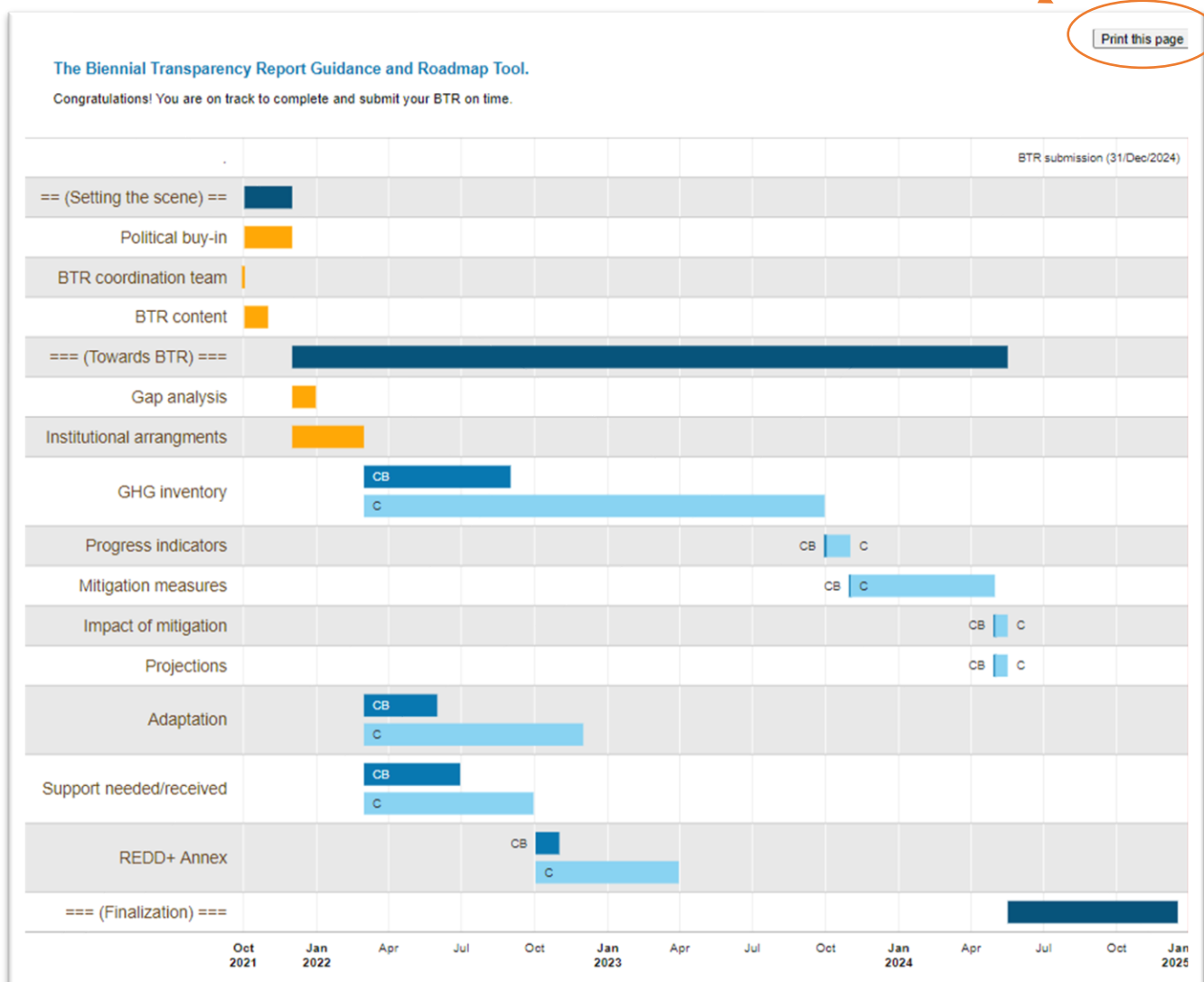
Total months: 10

Once the first four steps have been completed, you can generate a roadmap.



You can then print it or export it to a pdf format by using the button

Print this page

Please note that the timetables are only indicative. If your results suggest you might not meet the deadline for the first BTR (31.12.2024), you can go back to the substeps and revise them, focusing only on the mandatory elements first.




Do not forget to continue to check the guidance on how to:

	Step 5 Prepare for the Technical Expert Review
	Step 6 Improve your processes over time

After you have finished learning about these six steps, you can close the tool by clicking on the home icon



You can close the application with the button . Please note that the information inserted will remain available, in case you would like to review it.

In case you need to perform a new analysis you can delete all the information by using the reset button

