

**IPCC EXPERT MEETING ON GOOD PRACTICE  
IN INVENTORY PREPARATION:  
INDUSTRIAL PROCESSES AND THE NEW GASES**

**26-28 JANUARY, WASHINGTON, D.C., USA**

**DRAFT AGENDA**

**OBJECTIVES**

- To examine the use of good practice in inventory preparation for the industrial processes sector;
- To outline procedures for establishing the completeness, comparability, transparency and quality of national greenhouse gas inventories for the industrial processes sector;
- To develop guidance on specific methodological and reporting issues related to the 'New Gases'.
- To examine issues related to the assessment of uncertainty in the industrial processes sector.

**PARTICIPANTS:** Inventory experts, scientists, representatives from government, industry, international and non-governmental organisations.

**LOCATION:** Marriott Wardman Park Hotel, Washington, DC.

**PRODUCTS:** A meeting report covering related issues on good practice in inventory preparation.

**ORGANISERS:** The USEPA Office of Air and Radiation, the Intergovernmental Panel on Climate Change (IPCC), the Organisation for Economic Co-operation and Development (OECD), the International Energy Agency (IEA).

**Tuesday, January 26**

Plenary Session

8:30 - 9:00	Registration and coffee	
9:00 - 9:45	Dina Kruger, USEPA	Welcome, introduction, background and results from Paris (5 min)
	UNFCCC Representative	Issues from national communications, previous IPCC/SBSTA meetings (10 min)
	Kevin Fay (ICCP)	Industry's role and perspective (10 min)
	Steve Seidel, workshop chair	Goals and agenda for the workshop (20 min)
9:45 - 10:00	General Discussion	

*Plenary Presentations by Break-out Chairs  
(major issues and challenges)*

10:00 - 10:10	Substitutes for Ozone Depleting Substances I
10:10 - 10:20	Substitutes for Ozone Depleting Substances II
10:20 - 10:30	General Discussion

*Coffee break*

10:45 - 11:45 PFCs from Aluminium Production  
 Sulphur Hexafluoride from Electrical Equipment  
 Sulphur Hexafluoride from Magnesium  
 Emissions from Semiconductor Manufacture  
 HFC23 Emissions from HCFC22 Production  
 Industrial Sources of Nitrous Oxide and Carbon Dioxide Emissions

11:45 - 12:00 General Discussion

12:00 - 12:15 Stephen Seidel Instructions for Break-out Groups

*Lunch*

Break-out sessions

13:15 - 15:15 Group A ODS Substitutes  
 Group B1 PFCs from Aluminium  
 Group C1 Sulphur Hexafluoride from Magnesium  
 Group D1 Industrial Sources of N<sub>2</sub>O

*Tea*

14:30 - 18:00 Group A ODS Substitutes  
 Group B1 PFCs from Aluminium  
 Group C1 Sulphur Hexafluoride from Magnesium  
 Group D1 Industrial Sources of N<sub>2</sub>O

**Wednesday, January 27**

Plenary Session

9:00 - 9:30 Break-Out Group Progress Reports

Break-Out Groups

9:30 - 10:30 Group A ODS Substitutes  
 Group B1 PFCs from Aluminium  
 Group C1 SF<sub>6</sub> from Magnesium  
 Group D1 Industrial Sources of N<sub>2</sub>O

*Tea*

10:45 - 12:00 Group A ODS Substitutes  
 Group B1 PFCs from Aluminium  
 Group C1 SF<sub>6</sub> from Magnesium  
 Group D1 Industrial Sources of N<sub>2</sub>O

*lunch*

Plenary

13:00 - 13:15 Breakout Summaries Presented by Chairs  
 13:15 - 13:30 Steve Seidel Further instructions

Break-out Sessions - Switch Groups

13:30 - 15:15 Group A ODS Substitutes  
 Group B2 Semiconductor Manufacture  
 Group C2 SF<sub>6</sub> from Electrical Utilities  
 Group D2 Industrial Sources of CO<sub>2</sub>

		<i>tea</i>
15:30 - 18:00	Group A	ODS Substitutes
	Group B2	Semiconductor Manufacture
	Group C2	SF <sub>6</sub> from Electrical Utilities
	Group D2	Industrial Sources of CO <sub>2</sub>

**Thursday, January 28**

Plenary Session

9:00 - 9:30      Break-out Group Progress Reports

Break-out Sessions

9:30 - 10:30	Group A	ODS Substitutes
	Group B2	Semiconductor Manufacture
	Group C2	SF <sub>6</sub> from Electrical Utilities
	Group D3	HFC23 from HCFC22 production

*Tea*

10:45 - 12:00	Group A	ODS Substitutes
	Group B2	Semiconductor Manufacture
	Group C2	SF <sub>6</sub> from Electrical Utilities
	Group D3	HFC23 from HCFC22 production

*lunch*

Plenary

13:00 - 13:45	Breakout Group Summaries	presented by Chairs
13:45 - 14:15	General Discussion	
14:15 - 14:30	Steve Seidel	Follow-up Comments
14:30 - 14:45	Dina Kruger	Next Steps - Instructions for the completion of good practice guidelines for each source

*tea*

15:00 - 16:00	Meeting of Chairs	Planning follow-up work
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## AGENDA FOR BREAK-OUT GROUPS

Each half day session is approximately 3 hours. Group A (ODS substitutes) will last 4 half days.

1. Introduction by break-out chair: Break-out chairs will be identified before the meeting and will be involved in the planning process. The chairs should also present a summary of the IPCC Guidelines for their sources, including a discussion of the tiered approach (20 minutes).
  
- 1 (a). Presentations on national approaches: Depending on the size of the source and time allotted, this will consist of 1-3 presentations. The workshop and break-out chairs should identify candidates 4 weeks before the meeting. Each presentation should summarize a national approach to a source or sector, and identify main issues and problem areas. (20 minutes each)
  
- 2 (b). Presentation on IPCC Guidelines The break-out chairs will present an overview of the methodologies and reporting instructions from Revised 1996 IPCC Guideline for their sector. The presentations should address key issues raised in the Guidelines. (20 minutes)
  
3. Presentation of Background Paper Since the background papers will serve as the bases for substantive discussions on good practice guidelines, the authors will need enough time to prepare a thorough report. This should be the first priority once the call for nominations has gone out. (30 minutes).
  
4. Discussions of key issue areas  
Completeness  
Methodological Approaches  
Inventory QA/QC  
Uncertainty Assessment  
Transparency Issues  
Identification of Priority Areas  
Assignment of Follow-up Tasks
  
5. Break-Out Chair Wrap-up Chapter by chapter discussion of background paper, work plan for revisions, and assignment of follow-up responsibilities.