

Trainer Instructions: Measuring GHG Emissions

From: Energizing Cleaner Production – a Guide for Trainers, UNEP/InWEnt, 2007

Title	MEASURING GREENHOUSE GAS (GHG) EMISSIONS
Background	<p>Many companies monitor their energy consumption, although fewer companies will have a comprehensive monitoring system that collects energy use and cost data for individual divisions or processes, sets targets and quantifies savings from implemented options. Even fewer companies calculate their greenhouse gas emissions (GHG) arising from fuel combustion, electricity use, transport and industrial processes that release such emissions.</p> <p>However, with the rising importance of climate change in international and national policies, companies are under pressure to reduce their emissions. Other companies are seeing an opportunity to participate in emissions trading, Joint Implementation or the Clean Development Mechanism under the Kyoto Protocol. For whatever reason, knowing measurements of GHG emissions are emitted each year is of growing importance to companies.</p> <p>This session is based on 2 initiatives that can help companies measure their GHG emissions:</p> <ul style="list-style-type: none"> ▪ The GHG Indicator: UNEP Guidelines for Calculating Greenhouse Gas Emissions for Business and Non-Commercial Organizations ▪ The Greenhouse Gas Protocol – A Corporate Accounting and Reporting Standard, revised edition
Objective	To be able to calculate GHG emissions of companies using the GHG Indicator.
Minimum duration and approach	<ul style="list-style-type: none"> ▪ One session (1.5 hours), including a demonstration of the GHG Indicator and a quiz ▪ Recommended approach: ▪ Presentation: 32 slides ▪ The GHG Indicator: UNEP Guidelines for Calculating Greenhouse Gas Emissions for Business and Non-Commercial Organisations: 1 page flyer ▪ The GHG Indicator version 2, 2002: excel based tool (included on the CD-ROM) ▪ The Greenhouse Gas Protocol – A Corporate Accounting and Reporting Standard, revised edition: 116 pages. It is suggested to print out the first 11 pages, until the end of Chapter 1.
Contents	<ul style="list-style-type: none"> ▪ GHG types and sources ▪ GHG Indicator to calculate emissions (explanation and demonstration) ▪ GHG accounting and reporting

<p>Assessment of participants</p>	<ul style="list-style-type: none"> ▪ Pose questions during the session. Ask participants what type of GHG emissions they know about before the presentation. ▪ Quiz about the GHG Indicator to be handed out at the end of the GHG Indicator part (slide 17). ▪ Questions for each of the five reporting and accounting principles are included on the slides and should be answered through a group discussion: <ul style="list-style-type: none"> - <i>Relevance: A multinational operates a plant but owns only 60% of shares. Do you count 100% or 60% of emissions?</i> - <i>Completeness: Sometimes companies do not include all emission sources / activities. Can you think of reasons why?</i> - <i>Consistency: Why is it important that GHG emissions be compared between different years?</i> - <i>Transparency: Who makes use of the “audit trail” of data?</i> - <i>Accuracy: What can companies do to improve data accuracy?</i>
<p>Other comments</p>	<ul style="list-style-type: none"> ▪ The demonstration of the GHG Indicator requires a laptop or computer. The trainer can show how the tool works “live” during the training session. It is preferable if the participants can work with the tool on computers themselves. This depends on the training facilities available. ▪ The GHG Indicator excel-based tool does not work properly on some computers because of the security settings. This can be solved as follows <ul style="list-style-type: none"> - Select the Tools menu option and then select Macro and Security. In the resulting Security dialog, set the security level to Medium by clicking the Medium radio button. - Close the file and any other instances of the application currently running on the computer. - Open the file again and click the Enable button when prompted to allow for the unsigned macro to run <p><i>Be sure to reset the security settings at “maximum” after the demonstration!</i></p>