

Frequently Asked Questions (FAQ) on ETF Reporting Tools

Virtual Q&A Sessions – March 13-14, 2025

This document compiles the questions and answers addressed during the Virtual Q&A sessions on ETF reporting tools held on March 13-14, 2025. The information is based on pre-submitted questions, session discussions, and questions raised via chat.

For further inquiries, please contact the ETF reporting tools support team via email at tools.support@unfccc.int or use the ETF reporting tools Q&A function.

General Questions

1. How can we share JSON files with different reviewers?

JSON is a data exchange format designed for transferring data between applications. It is not suitable for direct viewing. Once imported into the ETF Reporting Tool, reporting tables can be generated for review and shared with relevant stakeholders.

2. Do we need a username and password to access the ETF Reporting Tools?

No, a password is not required. Authentication is done via a Passkey system where a code is sent to the registered email address.

3. Are there plans to develop an API (e.g., REST, WebService) for integration with national tools?

Currently, there are no plans due to limited resources. However, if multiple Parties express interest and funding becomes available, this functionality may be considered.

4. Will the National Reports Submission Portal be ready for the 2025 submission?

The submission portal is still under development. Until it is made available, Parties should submit their reports via email to etf-reporting@unfccc.int or upload files to a cloud drive and share the link with the Secretariat.

5. Can we receive in-person training or workshops for our experts?

The Secretariat provides support for establishing GHG inventory management systems and training on the 2006 IPCC Guidelines. Contact GHGCapacityBuilding@unfccc.int for further assistance.

6. Will the Question and Answer raised during the session be made available afterwards?

Yes, the sessions questions raised will be made available on the [ETF Reporting Tools help page](#), along with recordings of previous Q&A sessions.

GHG Inventory Reporting Tool

7. How should fugitive CO₂ emissions from geothermal energy production be reported?

- Emissions should be reported under **category 1.B.2.d “Other” in CRT Table 1.B.2**, following Footnote 10, which states: *Fugitive CO₂ emissions from production of geothermal power could be reported here.*

8. Why does the completeness check consider documentation boxes when they are not mandatory?

- This is a known issue. The completeness check currently includes documentation boxes. A fix is planned for a future release, but no specific timeline is available.

9. Why does JSON file import fail or cause out-of-memory errors?

- If importing into an existing version, errors may occur. Workaround:
 1. Export a JSON file from your current version.
 2. Create a new version using the ‘*Upload a file*’ option.
 3. Import the exported JSON file into the new version.
 4. If issues persist, please share the JSON file with the Secretariat for further investigation.

10. Why do exported reporting tables sometimes appear empty?

- Reporting tables are generated for the version loaded when opening the application. Users must wait for the *Data Synchronized* icon to confirm before generating reports.

11. Why does the platform not generate CRT tables for years between the base year and 1990?

- As per **Footnote 2 in CRT Table 10s6**, only Parties with economies in transition can report a base year other than 1990. There is no provision for generating tables for intermediate years between the base year and 1990.

12. Are there known performance issues with large JSON imports?

- Yes, particularly for large, custom-made JSON files. Some workarounds include:
 - Splitting large JSON files into smaller ones before importing.

- Ensuring the *Data Synchronized* icon is confirmed before proceeding.
- If issues persist, send the JSON file to the Secretariat for analysis.

13. Is it possible to delete invalid inventory versions or lock them for data inputting?

- Currently, the tool does not allow the deletion of invalid versions, but a locking feature for data entry is being considered for future releases.

14. Are there issues with mapping between the IPCC software and the ETF tool?

- Differences exist in category naming conventions between the 2006 IPCC Guidelines and the Common Reporting Tables (CRTs). The interoperability feature ensures the automatic mapping of categories when the JSON file generated from the IPCC inventory software is imported into the GHG inventory reporting tool.
- The latest mapping table is available on the **ETF Reporting Tools help page**.

15. Why does a category appear twice in the CRT Table9 for the use of notation keys “NE” and “IE”?

- If the same notation key is used for emissions and recovery/amount captured for a category, the user will see the same category twice in Table9 – once for the emissions and once for recovery/amount captured.

Progress Reporting Tool

16. How can we complete Table 5 SCTF/NDC?

- Two methods:
 - Manually enter measures using the “+” sign, then fill in data fields.
 - Use the *Bulk Import Tool* (Excel-based) to add all the data and generate a JSON file to import into the reporting tool.

17. Do the tools allow sector-specific tracking of waste-related commitments, such as methane reductions?

- Yes, waste-related initiatives can be reported in the *Policies and Measures* section and selecting the sector as waste management.

18. How do the tools ensure consistency in measuring progress across countries given variability in waste data?

- The tools follow **5/CMA.3**, using **kt CO₂ eq** for estimated mitigation impacts, which provides comparability.
- While methodologies must be reported, the MPGs do not prescribe specific methods.

Support Reporting Tool

19. How can we receive support for a national implementation strategy for the NDC?

- Direct your request to ndc@unfccc.int.

20. Has the newest release addressed issues with special characters in uploaded files?

- Yes, the issue has been resolved in the latest release. **For the Bulk Import Tool, users should download the latest version from the [Help page](#) under the technical documentation..**

21. What happens if the option to create a CTF version in the Support Reporting Tool is not granted?

- Only the *Support NRC* can create a version. If you lack access, contact your country's **ETF Focal Point** to determine who holds this role.

For further assistance, please contact tools.support@unfccc.int or use the ETF Reporting Tools Q&A function within the application.