



UNITED NATIONS ENVIRONMENT PROGRAMME

Programme des Nations Unies pour l'environnement Programa de las Naciones Unidas para el Medio Ambiente
 Программа Организации Объединенных Наций по окружающей среде برنامج الأمم المتحدة للبيئة

联合国环境规划署



Workshop on a Climate Neutral UN
1-3 September, Meeting room 2, International Environment House, Geneva

Provisional agenda

1st Sept: Overview and Greenhouse gas inventory preparation		
09:00	Welcome and introductions	Ivar Baste (Chair)/ Janos Pasztor
09:20	Overview of the workshop	Aniket Ghai / Niclas Svenningsen
09:30	Introduction to the UN Climate Neutral Strategy: - Background and scope - Q&A	Aniket Ghai
10:15	Coffee	
10.30	Overview of the WRI/WBCSD GHG Protocol: - Introduction to methodology - Source categories - UNEP tools - Review of minimum boundary coverage - Methodological issues: “Projects”, which RFI to use	Christian Lambrechts / Aniket Ghai
11.15	Basic steps and requirements in preparing a GHG inventory: - Process: task force, senior level champion; composition of task force: buildings manager, admin, travel unit, shared office space, etc. - Resource requirements: staff time, consultancies - Data collection system - Data owners, data collection software, other tools - EMG, UNEP and other tools for calculating GHG emissions – waste, meetings, publications - Discussion	Aniket Ghai / Christian Lambrechts
12:30	Lunch break	

1st Sept: Overview and Greenhouse gas inventory preparation		
14:00	Experience of UN agencies in preparing their GHG inventory: <ul style="list-style-type: none"> - Presentation by Patrick Rata, WTO - Other UN agencies' presentations - Discussion 	Facilitator: Ivar Baste
15:30	Coffee	
15:45	Best practice to ensure high quality of data	Aniket Ghai / Christian Lambrechts
16:30	Reporting, public disclosure and external communication: elements of best practice, reporting on what is not included, etc.	Aniket Ghai / Christian Lambrechts
17:15	Q&A and wrap up	Aniket Ghai
18:15	End	

2nd Sept: Reducing GHG emissions and enhancing sustainability		
09:00	Overview of the SUN programme: <ul style="list-style-type: none"> - Introduction to the mandate of SUN - UN's GHG emission profile: identifying areas where most reduction potential can be realized - Cause and effect: making difference between GHG emissions sources and GHG emission causes - The SUN approach: how we work and what we offer (methodology, tools, guidelines, expert database etc) 	Niclas Svenningsen
10.00	Travel and official missions: <ul style="list-style-type: none"> - The UN business-as-usual model - How different modes of transport have different GHG impact - How to travel in a more sustainable way - How to travel less 	Niclas Svenningsen
10:30	Coffee	
11:00	Building and facility management: <ul style="list-style-type: none"> - Current status of UN building and facility management - Examples of forthcoming SUN tools and guidelines 	Inhee Chung

2nd Sept: Reducing GHG emissions and enhancing sustainability		
12:00	Sustainable procurement (SP) <ul style="list-style-type: none"> - Current status of procurement at UN - What is SP? - Overview of existing mechanisms for mainstreaming SP at the UN 	Inhee Chung
12:30	Lunch break	
14:00	Organizational culture and management systems: <ul style="list-style-type: none"> - Why is culture important for GHG emissions, what are the ways the culture can be influenced? What tools and activities is SUN planning? - Case studies on formal and informal initiatives (e.g. UNEP's step-by-step, UNDP's Green Office Initiative (within UN), and Bank of America, Regus or Repsol (outside UN)) - How to tackle the organizational culture? Steps and requirements. 	Niclas Svenningsen
15:30	Coffee	
16:00	How to get started with emission reductions <ul style="list-style-type: none"> - Minimum commitment: What SUN is asking for to assist - The initial questionnaire: How to fill this in - And then what? 	Niclas Svenningsen / Inhee Chung
17:30	Q&A and wrap up	
18:00	End	

3rd Sept: Knowledge management, offsets and next steps		
09:00	Future knowledge management platform for a Climate Neutral UN: Exchanging information through the inter-agency website	Aniket Ghai / Niclas Svenningsen / Inhee Chung
09:45	Introduction to offsets	Aniket Ghai
10:45	Coffee	
11:00	Upcoming issues for the next IMG on a Climate Neutral UN: - Pending methodological issues related to GHG inventories - Budgetary modalities and consultations with governing bodies - Discussion	Aniket Ghai
12:00	Next steps (including meeting dates of the IMG and EMG)	Ivar Baste
12:30	End	