

The European Union's Instrument for Pre-Accession Assistance (IPA)

# Regional Environmental Network for Accession (RENA)

*Regional Workshop  
“MMD-CRF Reporter”  
WG 2 – Activity 2.2  
(10 February 2012)*

February 2012



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Human Dynamics KG

The MMD-CRF Reporter Kick-off Workshop  
10 February 2012, Zagreb, Croatia

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Regional Environmental Network for Accession



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## 1. Introduction

### 1.1 General

The need to accurately estimate progress towards meeting its UNFCCC and the Kyoto commitments, which is the mandate for the Monitoring Mechanism provided by the Council Decision 280/2004/EC, is fundamental and is one of the objectives of this Workshop.

The ultimate objective of the United Nations Framework Convention on Climate Change (UNFCCC) is to achieve the stabilisation of greenhouse gas concentrations in the atmosphere at a level which prevents dangerous anthropogenic interference with the climate system. Given the requirements of the UNFCCC and the Kyoto Protocol to the Convention, there is a need for thorough monitoring and regular assessment of EU greenhouse gas emissions so that the EU reduces greenhouse gas emissions by 8% below 1990 levels by 2008-2012.

The UNFCCC commits the EU and its Member States to develop, periodically update, publish and report to the Conference of the Parties national inventories of anthropogenic emissions by sources and removals by sinks of all greenhouse gases not controlled by the Montreal Protocol on substances that deplete the ozone layer (greenhouse gases), using comparable methodologies agreed upon by the Conference of the Parties.

The UNFCCC commits all Parties to formulate, implement, publish and regularly update national, and where appropriate, regional programmes containing measures to mitigate climate change by addressing anthropogenic emissions by sources and removals by sinks of all greenhouse gases.

The Kyoto Protocol requires the EU to reduce greenhouse gas emissions by 8% below 1990 levels by 2008-2012. Most of the Member States that joined the EU in 2004 have the same target.

### 1.2 EU monitoring and reporting of greenhouse gas emissions

Given the UNFCCC and the Kyoto Protocol requirements, there is a need for thorough monitoring and regular assessment of EU greenhouse gas emissions and the measures taken by the EU and its Member States in the field of climate change policy need to be analysed in good time. Therefore, it is appropriate for the European Commission to provide for effective cooperation and coordination in relation to the compilation of the EU greenhouse gas inventory, the evaluation of progress, the preparation of reports, as well as review and compliance procedures enabling the EU to comply with its reporting obligations under the Kyoto Protocol, as laid down in the political agreements and legal decisions taken at the seventh Conference of the Parties to the UNFCCC in Marrakech ("the Marrakech Accords").

The European Environment Agency assists the Commission, as appropriate, with monitoring activities, especially in the scope of the EU inventory system, and in the analysis by the Commission of progress towards the fulfilment of the commitments under the UNFCCC and the Kyoto Protocol.

All RENA countries (except for Kosovo under the UNSCR 1244/99) are producing or have produced National Communications with assistance of GEF/UNDP. Croatia and Turkey, as Annex 1 countries, have submitted in April 2011 the 2011 annual national inventory reports (NIRs) to the secretariat of the UNFCCC.

Since the future accession to the EU will mean additional requirements going beyond the current UNFCCC requirements for non-Annex I countries, as well as that the EU expects the countries to gradually become Annex I countries, there is ample scope for assistance to support the countries to take further steps as appropriate. This should include the implementation of the EU Monitoring Mechanism Decision (280/2004/EC), its implementing provisions and the UNFCCC Inventory Reporting Guidelines for Annex I countries.

### 1.3 The Monitoring and Mechanism Decision (280/2004/EC) and its implementing provisions (2005/166/EC)

**Decision 280/2004/EC** of 11 February 2004 concerning a mechanism for monitoring Community greenhouse gas emissions and for implementing the Kyoto Protocol and Commission Decision of 10 February 2005 laying down rules implementing Decision 280/2004/EC of the European Parliament and of the Council concerning a mechanism for monitoring Community greenhouse gas emissions and for implementing the Kyoto Protocol (Commission Decision 2005/166/EC) set out the details for reporting of anthropogenic greenhouse gas emissions by sources and removals by sinks and for providing information as regards national programmes to reduce emissions, greenhouse gas emission projections and policies and measures in accordance with the provisions under the UNFCCC.

The Monitoring Mechanism Decision (MMD Decision) and the implementing provisions to the MMD (IP) establish a mechanism for:

- (a) Monitoring all anthropogenic emissions by sources and removals by sinks of greenhouse gases not controlled by the Montreal Protocol on substances that deplete the ozone layer in the Member States;
- (b) Evaluating progress towards meeting commitments in respect of these emissions by sources and removals by sinks;
- (c) Implementing the UNFCCC and the Kyoto Protocol, as regards national programmes, greenhouse gas inventories, national systems and registries of the Community and its Member States, and the relevant procedures under the Kyoto Protocol; and
- (d) Ensuring the timeliness, completeness, accuracy, consistency, comparability and transparency of reporting by the Community and its Member States to the UNFCCC Secretariat.

This is done via legal (MMD/IP) and institutional arrangements (national systems).

Article 3 of the MMD Decision indicates the reporting requirements by the Member States:

- Carbon dioxide (CO<sub>2</sub>), methane (CH<sub>4</sub>), nitrous oxide (N<sub>2</sub>O), hydrofluorocarbons (HFCs), perfluorocarbons (PFCs) and sulphur hexafluoride (SF<sub>6</sub>) [TS 1990-t-2]
- Carbon monoxide (CO), sulphur dioxide (SO<sub>2</sub>), nitrogen oxides (NO<sub>x</sub>) and volatile organic compounds (VOC) [TS 1990-t-2]
- GHG emissions by sources and removals of carbon dioxide by sinks resulting from land-use, land-use change and forestry (LULUCF) [TS 1990-t-2]
- Information on MS' QA/QC plan, general uncertainty evaluation, general assessment of completeness, and information on recalculations performed

Article 4 of the MMD Decision establishes the Community Inventory System

- The Commission shall adopt by 30/06/06, a Community inventory system to ensure the accuracy, comparability, consistency, completeness and timeliness of MS GHG inventories
- This system shall provide for:
  - a) A QA/QC Programme including quality objectives and a QA/QC Plan
  - b) A procedure for the estimation of data missing from a national inventory
- The European Environment Agency (EEA) shall provide assistance to the Commission for the implementation of the above

Article 8 and 9 of the MMD Decision establishes a mechanism of coordination between EU and Member States:

- Member States and the Community shall ensure full and effective cooperation and coordination with each other in relation to obligations under this Decision concerning:
  - a) The compilation of the EU GHG inventory and inventory report
  - b) The review and compliance procedures under the Kyoto Protocol
  - c) any adjustments under the UNFCCC review process
- The Commission shall be assisted by a 'Climate Change Committee' (WG1)

- ❑ MS shall submit national inventories to UNFCCC by 15/04 each year containing information identical to that submitted under the MMD

Commission Decision 2005/166/EC (the Implementing Provisions to the MMD) establishes rules to implement the MMD Decision as regards:

- a) The reporting of information referred to in Article 3.1 of the MMD
- b) The establishment of a Community inventory system in accordance with Article 4.2 of the MMD
- c) The procedures and timescales for the cooperation and coordination of the obligations listed in Article 8.1 of the MMD

## 2. The Workshop (10 February, 2012)

### 2.1 General

In June 30- July 1, 2011, a regional RENA workshop was held in Skopje on the Monitoring Mechanism Decision 280/2004/EC and its implementing provisions. (Hereafter MMD). The main objective was twofold:

- 1) to provide RENA countries with an overview of reporting requirements under the EU's MMD and its implementing provisions
- 2) to exchange experiences regarding the role of national systems too ensuring the transparency, accuracy, comparability, consistency and completeness of greenhouse gas inventories following IPCC and UNFCCC Guidelines

From the workshop it was concluded that there is a need to start learning with the tools and requirements of the MMD. In particular, it would be beneficial for the countries to develop skills and training on filling in the CRF tables for a selected sector (i.e. Combustion fuel sector).

On 17 and 18 November 2012 a follow-up regional RENA MMD workshop was held in Tirana which concentrated its efforts on methods to collect and interpret data and submission through the Common Reporting Format (CRF) Reporter tool of the UNFCCC and its use in compiling data for the GHG Registries. The MMD itself establishes a mechanism for monitoring all anthropogenic emissions by sources and removals by sinks of GHGs. It enables the implementation of the UNFCCC and the Kyoto Protocol as regards national programmes, GHG inventories, national systems and inventories of the Community and its Member States (MS). Additionally, it ensures the timeliness, completeness, accuracy, consistency, comparability and transparency of reporting by the Community and its MS to the UNFCCC. The training successfully provided:

- *Introduction to the CRF Reporter tool*
- *Overview of Annex I countries experience in using the CRF Reporter (Austria, Croatia, Germany, Romania)*
- *Overview of RENA country state of play regarding GHG emission inventories*
- *How to use IPCC methods to estimate emissions from fuel combustion and fugitive emissions*
- *How to compile national GHG inventory by using the CRF Reporter tool*

The participants were also given two “real-life-medium-difficulty emission estimation” tasks: 1) fuel combustion sectoral approach and 2) fuel combustions reference approach which were successfully accomplished with the assistance of RENA experts.

A key outcome from both workshops was the requirement to develop further and/or improve the national systems in order to ensure the quality of activity data, emission factors and emission estimates in national greenhouse gas inventories. As explained during the workshop, the quality of a GHG inventory depends on a well functioning national system during the planning phase, preparation and management. These would include,

among others, the allocation of responsibilities between Ministries and national Agencies; ensuring sufficient capacity for collecting activity data and emission factors as well as for estimating emissions; and, the establishment of a QA/QC Plan.

## 2.2 CRF Reporter Tool

In an effort to improve the transparency, completeness, comparability, consistency and accuracy of greenhouse gas (GHG) inventories required under the United Nations Framework Convention on Climate Change (UNFCCC), the Conference of the Parties (COP) has adopted reporting guidelines for annual GHG inventories for Annex I Parties. The objectives of the reporting guidelines are to assist Parties in meeting their commitments under the Convention and to facilitate the process of consideration of inventories, including verification, technical assessment and expert review of inventory information. Based on these objectives and in order to continue to improve reporting, the COP adopted the Common Reporting Format (CRF) as an integral part of the reporting guidelines in October 1999 for a trial period of two years, and adopted revised reporting guidelines including a revised CRF at its eighth session in October 2002 (amended with revised LULUCF section at its ninth session at the end of 2003). Initially, the reporting was facilitated by an Excel-based CRF application. COP 8 requested the secretariat to develop new software for reporting GHG inventories in the CRF as included in the reporting guidelines in order to facilitate Parties reporting of their required annual inventory submissions. In response, the CRF Reporter software was developed.

The CRF Reporter provides Parties with the ability to compile, validate and report GHG emission inventories in a user-friendly and efficient manner, while providing a stable and secure mechanism for electronic and printable GHG emission inventory submissions to the UNFCCC in accordance with the reporting guidelines. It allows Parties (users) to enter and manipulate GHG inventory data in an intuitive manner, by providing a dynamic and partially user-defined interface, while ensuring core data structure and reporting requirements are met. The CRF Reporter is designed to facilitate the generation of CRF tables but not the actual estimation of the GHG emissions. The CRF Reporter can be downloaded at: <http://ghg.unfccc.int/download/crfreporter>. Also, all answers to the frequently asked questions can be found at: [http://unfccc.int/national\\_reports/annex\\_i\\_ghg\\_inventories/reporting\\_requirements/items/3901.php](http://unfccc.int/national_reports/annex_i_ghg_inventories/reporting_requirements/items/3901.php).

*A general note for the installation: CRF Reporter 3.5.2 does not support any 64-bit versions of Windows operating systems. Due to a bug in MS Excel 2010, this version of Excel is not supported at the moment.*

The RENA Secretariat has agreed with the UNFCCC that, for the training purposes, the UNFCCC will release a new version of CRF Reporter tool at the end of February 2012 and will send the country access codes, to the UNFCCC National Focal Points (NFP)/RENA WG 2 Climate Change Coordinators.

## 2.3 Objectives and expected results

The main purpose of the exercise is to start developing better knowledge and capacity as to gradually improve/increase the technical and institutional ability of the RENA countries to prepare submissions of National Inventory Reports in the framework of the MMD.

As such, the exercise should be seen as a first step that should lead to the following concrete results:

- Result 1: Identified gaps (data quality and availability with focus on institutional and legal aspects)
- Result 2: Gap filling requirements to establish a sound framework for data flow
- Result 3: Recommendations to translate the above into potential national or regional IPA project fiches to address identified gaps

It is expected that the above exercise's focus (until summer 2012) should concentrate more on **improving the process** of the preparation of sound inventories towards a full and harmonised combustion fuel sector GHG inventory using appropriate guidelines and tools. The focus will be on the combustion fuel sector 1A.

In addition to the above the exercise will also include as a result:

- Result 4: Draft list of activities of Annex 1 of the revised ETS Directive (2009/20/EC) in the respective RENA countries.

## 2.4 Main Activities to be carried out

- **Activity 1. RENA Countries shall identify an inventory team for Sector 1A (Combustion fuels)**

Each RENA country sent the RENA Secretariat CVs of two experts, for which the EU CV template was provided with the note that these experts should not, according to the IPA rules, be civil servants.

Experts will be working on the CFR reporter for Combustion Sector and will also be employed to work on identifying installations/activity as per the ETS Annex I. The work should start from 10 February and would last until 30 September 2012. ToR for experts was prepared in December 2011 by the RENA Secretariat.

The identified and approved experts **should work closely with the respective RENA Climate Coordinators/UNFCCC NFPs** of the countries (see Annex 4). During the assignment, the experts are required to report on progress on the last date of every month to the RENA Climate Coordinators and the RENA Secretariat in Vienna ([imre.csikos@renanetwork.org](mailto:imre.csikos@renanetwork.org)). The format of the briefing report is attached as Annex 5.

The experts and the RENA countries will indicate to the RENA secretariat, a schedule of meetings with the RENA Climate coordinators during the assignment period.

- **Activity 2. Data collection (February – June 2012)**

This part of exercise will focus on the energy balance of each of the RENA countries. Additionally, the experts would focus on identifying the relevant data suppliers/institutions (activity data and emissions factors are required). The work would also concentrate on establishing the framework for data flow. A template will be prepared by RENA on organisational, legislative and institutional framework of the national system and data flow and provided for experts. The description of the national system and data flow would then be submitted to RENA by 29 February 2012.

- **Activity 3. Installation of CRF Reporter**

In cooperation with the UNFCCC, the countries will obtain a copy of the CRF Reporter for the training purposes. This process will be coordinated between the countries UNFCCC national focal points and the RENA Secretariat for optimum results. The countries will be provided with one copy of the National Compiler software and several copies of the Sectoral Expert software to fill in combustion fuel sector.

- **Activity 4. First data imported in the CRF Reporter**

The first draft should be ready by 30 April 2012, while the data would be exported by CRF tables to the RENA experts for verification purposes and assistance.

- **Activity 5. 2<sup>nd</sup> Meeting in Zagreb to discuss progress** (14 June 2012)

2<sup>nd</sup> meeting will be organised in Zagreb on 14 June to discuss progress, perform mini review of the data, provide recommendations and identify tasks that still need to be completed.

- **Activity 6. Completion of work (CRF filled for Sector 1a) by 15 July 2012**

- **Activity 7. Participate in the Regional RENA Workshop in September 2012 (preliminary dates 13-14 September) to present results and identify follow up:**

- a. Presentation of results
- b. Identification of gaps (data quality and availability, institutional, legal)
- c. Gap filling requirements to establish a framework for dataflow
- d. Possibility to translate the above into a regional IPA project fiche

- **Activity 8. Identify list of installations/activities that fall in the scope of ETS (February– September 2012)**

**RENA** will provide the template to be fulfilled for the list of installations for the Phase 3 EU ETS cycle. The list will exclude aviation.

- **Activity 9. Assist in the preparation of IPA Fiches with the RENA assistance (September-November 2012)**

Three guideline documents are essential for the above exercise:

- **Good Practice Guidance** (<http://www.ipcc-nggip.iges.or.jp/public/gp/english/>)
- **UNFCCC CRF Reporter 3.3 User Manual** (<http://ghg.unfccc.int/download/CRFReporter/CRFReporter-v3.3-User-Manual.pdf>)
- **Guidance on Interpretation of Annex 1 of the EU ETS Directive** ([http://ec.europa.eu/clima/policies/ets/docs/guidance\\_interpretation\\_en.pdf](http://ec.europa.eu/clima/policies/ets/docs/guidance_interpretation_en.pdf)).

## 2.5 Workshop Conclusions

For each RENA country two Junior Short Term Experts have been appointed in the period between February – September 2012 for maximum 120 working days each to complete bellow described tasks.

The experts will be expected to deliver the following:

- Description of the national system and data flow by **29 February 2012**.
- Deliver energy balances and first data filled in for sector Combustion Fuels into CRF by **30 April 2012 (for discussion with RENA experts)**
- Participate (pro-)actively with the RENA experts during the assessment of the first draft and during RENA country missions (modalities to be agreed later)
- 2<sup>nd</sup> meeting in Zagreb on **14 June** to discuss progress
- Final draft CRF combustion fuel sector by **15 July 2012**
- Workshop preparations and presentations **13-14 September (tentative dates)**
- list of installations/activities that fall in the scope of ETS from February to **September 2012**

The identified and approved experts **should work closely with the respective RENA Climate Coordinators and the National Compilers (UNFCCC NFPs, if applicable)** of the countries. Experts and the RENA countries will indicate to the RENA secretariat a schedule of meetings with the RENA Climate coordinators during the assignment period. This should be done **by 17 February 2012**.

During the assignment, the experts are required to report on progress on **the last date of every month** to the RENA Climate Coordinators and the RENA Secretariat in Vienna ([imre.csikos@renanetwork.org](mailto:imre.csikos@renanetwork.org)). The format of the briefing report is attached as Annex 4.

The UNFCCC NFP/RENA Coordinators will send official letters to the UNFCCC Secretariat requesting access codes for the CRF Reporter tool, for the training purposes. As soon as this is obtained the experts can start preparing the data. It was agreed that Mr Davor Vesligaj will serve as a helpdesk person to assist with all the issues and provide help when required.

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**Annex 2****AGENDA**

**Monitoring mechanism Decision (280/2004/EC) and its implementing provisions**

**Building knowledge and capacity in the RENA countries to improve the GHG emissions inventories in the framework of the MMD**

**Kick-off workshop**

**Place:** Zagreb, Croatia

**Date/Time:** 10 February 2012

- |                                 |  |
|---------------------------------|--|
| 10:00                           | <i>Welcome coffee</i>  |
| 10:15 – 10:30                   | <b>Welcome and introduction</b><br>Mr. Imre Csikós, RENA Climate Working Group Leader<br>Introduction of participants<br>Objectives of the meeting   |
| 10:30 – 11:15<br>emissions from | <b>Introduction to the MMD and overview of methods to estimate energy combustion</b><br>By Davor Vesligaj, RENA <ul style="list-style-type: none"><li>- <i>Methodologies for getting the activity data for fuel combustion</i></li><li>- <i>Energy balances</i></li><li>- <i>Experience with CRF Reporter</i></li><li>- <i>Plenary discussion; Answers and questions</i></li></ul> |
| 11:15 – 12:00                   | <b>Tasks for the experts / Commentary - Explanation</b><br>Mr. Imre Csikós, RENA Climate Working Group Leader & Iva Sveder, Energy Expert, and Andreja Hublin, Team Leader GHG Inventory, Ekoneg<br>Introduction to the ToR for the experts and activities   |
| 12:00 – 12.45                   | <b>Questions and answers session</b>   |
| 12:45                           | <b>Closure and lunch</b>   |



### **Annex 3**

Presentations to be found on [www.renanetwork.org](http://www.renanetwork.org)

**Annex 4: National RENA Climate Change Coordinators**

**No. Name, Position**

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Annex 5: Format Monthly Briefing Report

Working Group- and WG- Activity title (s)	Name of Experts
Date of submission :	Period covered : Month
Progress Report No :	Prepared by :
Activities carried out (referring to time schedule):	
<p><b>1) Activity 1 (Title: see ToR)</b>          Activities carried out included:  <input checked="" type="checkbox"/> XXXXXX  <input checked="" type="checkbox"/> XXXXXX</p>	
<p><b>2) Activity 2 (Title: See Tor)</b>          Activities carried out included:  <input checked="" type="checkbox"/> XXXXXX</p>	
Etc.	
Xx man/days:	
Reports/Outputs produced in the period: <input checked="" type="checkbox"/> xxxxx <input checked="" type="checkbox"/> xxxxx	
<b>Problems encountered (selected or proposed solutions):</b>	