

Our ref.: 5189-13/IPCC/TFI

To designated IPCC Focal Points and  
Ministries of Foreign Affairs  
(if no focal point has been designated)

~~Annex(es): 2~~

## COPY

Geneva, 7 June 2013

Sir/Madam,

I have the honour of inviting you to nominate experts to participate in the IPCC Expert Meeting on Fugitive Emissions from Oil and Natural Gas Systems (including shale gas, coal bed methane, etc.), which will be held on 20-22 August 2013, in Washington D.C., USA, by the IPCC Task Force on National Greenhouse Gas Inventories (TFI).

The objective of the meeting is to review and summarize the best available information, including estimation methodologies, emission factors and verification techniques, on fugitive emissions of greenhouse gases from oil and natural gas systems (including shale gas, coal bed methane, etc.).

Recently, there have been considerable developments in technologies and practices in oil and natural gas industries. For example, advances in technologies such as hydraulic fracturing have led to a sharp increase in the production of shale gas, coal bed methane and tight gas. Fugitive emissions of greenhouse gases from such activities need to be estimated and included in national greenhouse gas inventories, but the 2006 IPCC Guidelines for National Greenhouse Gas Inventories (2006 IPCC Guidelines) do not provide sufficient guidance on them.

It is assumed that new knowledge about fugitive emissions from oil and natural gas systems, in particular from such new technologies and practices have accumulated since the 2006 IPCC Guidelines were published, based on which supplementary guidance to the 2006 IPCC Guidelines (Volume 2, Chapter 4) may be considered.

Experts who will be qualified to participate in the meeting are:

1. Experts/Researchers who have expertise in one or more of the following areas:
  - a. Estimation of fugitive emissions from oil and natural gas systems (sub-categories under 1.B.2), particularly those relating to new technologies and practices (e.g., shale gas, coal bed methane, tight gas, oil sands, shale oil).
  - b. Verification techniques that could be applied to fugitive emissions from oil and natural gas systems (e.g., techniques using remote sensing and ambient data).
2. Inventory compilers and inventory experts in the Energy Sector

In nominating experts it is understood that your Government will provide sufficient support for the experts to prepare for the meeting, take part in it, and contribute to drafting and revising any report that may be produced there. In accordance with the IPCC procedures and established practices, travel support will be provided from the IPCC Trust Fund for the participants from developing countries and countries with economies in transition.

In your nominations, please specify the area(s) of expertise of the nominee, preferably in accordance with the relevant inventory categories as well as the items listed in the nomination form (Attachment II). Please provide the full contact information (address/affiliation/phone/fax/e-mail) and Curriculum Vitae, using the attached nomination form.

The electronic file of the form is available on *[Part of the text removed here]*.

Nominations should be sent no later than **28 June 2013** preferably by e-mail to:

Technical Support Unit  
IPCC Task Force on National Greenhouse Gas Inventories  
C/o Institute for Global Environmental Strategies  
2108-11, Kamiyamaguchi, Hayama, Kanagawa  
240-0115 Japan  
Email: [nggip-meetings@iges.or.jp](mailto:nggip-meetings@iges.or.jp)  
Fax: +81 46 855 3808  
Phone: +81 46 855 3750.

Based on the nominations received, the Bureau of TFI will select participants to this meeting, taking expertise and geographical representation into consideration. The selected experts will receive an invitation letter from the TFI Co-chairs and will be contacted by the Technical Support Unit of TFI.

A copy of this letter is being sent to the Ministry for Foreign Affairs, the Permanent Representative with the World Meteorological Organization (WMO), and the United Nations Environment Programme (UNEP) Focal Point(s) of your country for information.

Yours sincerely,



Gaetano Leone  
Deputy Secretary of the IPCC

Attachment I: Plan of the Expert Meeting on Fugitive Emissions from Oil and Natural Gas Systems (including shale gas, coal bed methane, etc.).

Attachment II: Nomination form