

**Intersessional meeting of the task teams on toolkit revision and
brick kilns
Vienna, Austria
31 May – 2 June 2010**

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Report of the Intersessional meeting of the task teams on toolkit revision and brick kilns

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1 OPENING OF THE MEETING

The Intersessional meeting of the task teams on toolkit revision and brick kilns was held at the Federal Environment Agency/Umweltbundesamt GmbH, Vienna, Austria, from 31 May to 2 June 2010.

1.1 Participants

The meeting was attended by: Gerhard Thanner (Austria), Sergey Kakareka (Belarus), Gunther Umlauf (European Commission), Patsy Costner (IPEN), Charles Mirikau (Kenya), Nee Sun Choong Kwet Yive (Mauritius), Beatriz Cardenas (Mexico), Youssef Bennouna (Morocco), Adam Grochowalski (Poland), Hindrik Bouwman (South Africa), Heidelore Fiedler (UNEP Chemicals), Katarina Magulova (Secretariat of the Stockholm Convention), Ana Priceputu (Secretariat of the Stockholm Convention).

1.2 Introduction and Mandate

Ms. Katarina Magulova, Secretariat of the Stockholm Convention, welcomed the participants and recalled the mandate for the meeting. Decision SC-2/5 notes the requests from Parties and others to verify emission factors, address gaps and otherwise improve the usefulness of the Toolkit, particularly regarding the situation in developing countries and countries with economies in transition. Furthermore, Decision SC-3/6 establishes the process for the review and updating of the Toolkit. Specific tasks include:

- Identify possible activities for improving the overall usefulness and user-friendliness of the Toolkit, particularly for developing countries and countries with economies in transition;
- Agree on data quality criteria for validation of data/information, in order to ensure that only scientifically sound information is included in the Toolkit
- Validate information and data to be included in the Toolkit according to the agreed data quality criteria and prepare revised/new Toolkit texts

The fourth meeting of the Toolkit Expert Group held in Geneva, Switzerland, in December 2009 initiated discussions on possible data quality criteria and validation of data quality, guidance to classify sources and establish activity rates, screening for new sources, overall Toolkit restructuring, etc.

1.3 Objectives of the meeting

The meeting was organized to further discuss the revision of the Toolkit and compile results from recent experimental studies on brick kilns and simple stoves.

Specific objectives include:

- Compile recent information on emission factors for brick kilns and simple stoves;
- Discuss and agree on the proposed overall structure of the revised Toolkit, as well as preliminary drafts submitted for comments;
- Obtain experts' feedback on the elements addressed in the preliminary draft of Part I of the Toolkit, as well as Annex 5 and 8 and Case Study 1;
- Discuss and agree on the proposed structure for Part II;
- Show the functionalities of the electronic tool and discuss related design and technical aspects;
- Agree on the further revision approach, workplan and timetable.

2 REPORTING ON PROGRESS ON BRICK KILNS, SIMPLE STOVES AND TOOLKIT REVISION

2.1 Brick Kilns

Mr. Gunther Umlauf, EC, informed on the progress achieved on emission measurements undertaken on brick kilns in Mexico. Brick data was collected from two types of kilns, i.e. campaign kilns (wood fired) and stationary kilns (combustoleo fired). The resulting emission factor for campaign kilns was shown to be in the Toolkit's range of burning wood. Data were processed and analyzed, but a number of ash and brick samples need to be further discussed by the group.

Soil data around Mexican kilns were compared with soil data from Africa. In general, low soil levels of PCDD/PCDF were reported, and soil contamination with PCDD/PCDF seems not to be an issue in Africa and South America. These results may also be due to moderate representativeness of the samples collected. A JRC/EC report on PCDD/PCDF releases from brick kilns will be submitted for publication this year.

2.2 Simple stoves

Ms. Beatriz Cardenas, Mexico, reported on the pilot project to assess releases from simple stoves used for cooking in Mexico. The experiment used an indoor high-volume sampler and one continuous sampler, as well as an outdoor sampler. The experiments were successful and results obtained suggest daily fluctuations of PCDD/PCDF levels according to the cooking pattern. The resulting emission factors are relatively low and close to the ones proposed in the

specific chapter of the Toolkit. A JRC report on these experiments and the results obtained is equally under development.

Overall, three reports will be published on emissions from brick kilns, soil contamination and open cooking.

2.3 Revision of the Toolkit

Ms. Katarina Magulova presented the work done on the revision of the Toolkit and a number of results achieved. The proposed new structure is based on three parts, as follows:

- Part I provides general guidance on release estimation, inventory compilation, revision and update, data quality issues, etc. The preliminary draft reflects the information presented in Chapters 1 to 5 in the 2005 edition of the Toolkit, along with new information on data quality ranking and screening for new sources.
- Part II contains information on default emission factors (currently included in Chapter 6). The proposed structure for this part was presented in detail.
- Finally, Part III includes technical and general annexes and case studies illustrating certain procedures. Preliminary drafts of Annex 5 on Reporting of Releases and Annex 8 on Data Quality as well as one case study on the update and revision of the inventories were introduced and discussed.

A preface describing the process and history of the development of the Toolkit, including the mandate and role of the Toolkit Expert Group, as well as an Executive Summary will also be developed by the Secretariat.

2.4 Electronic Tool

To improve the usefulness and user friendliness of the Toolkit, an electronic application was developed to provide interactive access to information, while increasing its accessibility, portability and archiving potential. A proof-of-concept application based on web technology (HTML, CSS, Java) was presented. The tool provides structured access to information according to the level of detail/abstraction. Among current functions, the use of hyperlinks to access certain levels of information, possibility to send comments via an on-line form, a search engine ensuring customized/targeted access to information, as well as other features were described and illustrated. A proposal was made to ensure experts' access to the tool under development via a password-protected web space.

2.5 POPs Activities in Austria

Ms. Aline Berthold, Umweltbundesamt, Austria, gave a presentation of the Agency's activities on POPs, including information on projects aligned with the Austrian NIP/NAP and other activities related to the Stockholm Convention, such as monitoring activities to support the effectiveness evaluation of the Convention as well as awareness raising activities.

Mr. Georg Rebernig, Umweltbundesamt, Austria, presented a broader overview of the activities of the Federal Environment Agency, including the history of the establishment, strategic directions setting the focus of current activities, as well as collaboration areas with other bodies.

3 TOOLKIT REVISION ELEMENTS

The following elements were discussed and agreed upon:

3.1 Terminology

The terminology used in the 2005 edition of the Toolkit was revised to ensure consistency with the Convention's text and linkage with the guidelines on BAT/BEP. In particular, the taxonomy of sources was modified as presented below:

Toolkit 2005 terminology	Revised terminology
Main Source Category	Source Group
Subcategory	Source Category
Class	Class

Among other changes, the term 'unintentional POPs' will be used throughout the document to refer to persistent organic pollutants that are listed in Annex C of the Stockholm Convention. PCDD/PCDF will be commonly denominated as 'indicative for unintentional POPs'.

3.2 Referencing

References will be updated to include the newest information where available, and placed at the end of the entire document. As for the citation style to be used, it was recommended that numbering of references should be avoided. References should be cited and ordered by the name of the author and the year of publication.

3.3 Elements of Part I

The expert group provided comments on and assisted in proofreading the preliminary draft of Part I. In particular, the chapter on data quality issues was thoroughly discussed. The inclusion of this aspect in the revision of the Toolkit was mandated by Decision SC-3/6, providing the basis for countries to have access to emission factors with pre-assigned qualifiers as well as guidance on how to assess the quality of activity data. The task is complicated by the many parameters that have an influence on the derivation of emission factors, as well as complex uncertainties in deriving activity rates.

The following criteria were proposed as a basis for data quality ranking:

- Data/information used to derive emission factors were evaluated by a formal process of peer review. Publications/reports, reviewed by the Toolkit expert group will equally be considered as peer-reviewed.
- Data range: High variability of available data may trigger the use of median emission factors that do not fully reflect certain operational circumstances. A wide range of the data used to derive an emission factor would therefore reduce the confidence in applying the respective emission factor to a concrete situation.
- Geographical coverage: Experimental data with low variability derived at many locations over the world would increase the confidence in using the respective emission factor in different national circumstances.
- Sufficient data: The need for extrapolation/expert judgment reduces the confidence in the emission factors derived by making certain assumptions e.g. based on information from similar classes.
- Process stability: High stability of the process generating PCDD/PCDF increases the confidence in the experimental results used to derive emission factors.

Taking into account the criteria described above, each emission factor can be assigned a data quality rating according to the following definitions:

Qualifier / Level of confidence	Criteria
High	Peer review Low data range Broad geographical coverage Sufficient data (not requiring assumptions and/or expert judgment) High stability of the process
Medium	Any combination of high and low criteria
Low	No peer review Wide data range Limited geographical coverage Insufficient data (Extrapolation needed – EF derived from similar class) Low stability of the process

The studies used to derive the emission factors should be accessible for the users, to ensure that emission factors are applied with the specified level of confidence only when they match

a certain situation. In addition, expert judgment should equally be transparent, by providing clear information on the process and justification of the assumptions made.

The ranking scheme can be applied by a team of experts to assign quality ranks to the Toolkit's default emission factors. This exercise may be done prior to the next Toolkit Expert Meeting in December 2010, for instance in a small group pre-meeting.

The chapter on data quality issues will equally provide general guidance on ranking activity data. This aspect will nevertheless be described in a more qualitative manner.

Among other topics discussed, a proposal was made to include a flow chart explaining the structure and use of the revised Toolkit in the respective section. The results of the discussions are reflected in draft one of Part I, which will be submitted for further feedback to the fifth meeting of the Toolkit Expert Group in December 2010.

3.4 Elements of Part II

The preliminary draft of Part II will be developed by reorganizing all the information currently available in Chapter 6 of the Toolkit in the proposed new structure. This will essentially be a repackaging of the 2005 edition of the Toolkit, taking care that all details are kept. The output of this exercise (zero draft of Part II) will be circulated among identified authors for comments and inputs.

3.5 Part III

Two annexes and one case study were discussed. The annex on data quality ranking will be revised to reflect the outputs of the discussions focused on this aspect (see 3.3). The use of the SNAP coding system will be further clarified in the annex on the reporting format. Furthermore, the general structure of the questionnaires in Annex 3 can also be improved.

Case study 1 on the revision and update of the inventories will equally be modified to provide a clearer and more distinct illustration of the two processes.

3.6 Excel sheets

The language versions of the excel sheets will be revised by the members of the expert group to include the changes in nomenclature and revised/new values of emission factors. The deadline for this activity is March 2011.

All changes will be captured and described in a document which will be submitted to COP 5. The document will be translated in six languages and accompany the 2005 edition of the Toolkit. This will enable further use of the language versions of the Toolkit. Deadline for submission of this document in English is 15 January 2011.

4 WORKPLAN AND TIMETABLE

The core Toolkit Expert Group needs to be closely involved in the revision process to ensure a well-organized and efficient approach. A workplan and timetable for the upcoming work was developed to make sure that necessary inputs will be timely submitted to COP 5 in April 2011:

Deadline	Activity
<i>May 2010</i>	Part I: Zero Draft Part II: Structure Part III: Zero Draft Annexes 5 and 8; Case Study 1
<i>June 2010</i>	Part I: First draft Annex 5 and 8; Case Study 1: First draft
<i>July 2010 – November 2010</i>	Part II: Zero draft zero to be circulated among authors => further work on the revision of Part II and development of First draft Part III: Develop/repackage information in annexes and build case studies
<i>November 2010</i>	Consolidated draft one of the Toolkit will be circulate among the members of the Toolkit Expert Group
<i>December 2010</i>	Fifth Toolkit Expert Group Meeting => Draft two of the Toolkit
<i>Beginning of January 2011</i>	Text of COP document: Progress report and overview of the revisions
<i>January – April 2011</i>	Translation of COP document
<i>End of March 2011</i>	Revised language versions of Excel tables are available
<i>End of March 2011</i>	Documents submitted to COP 5

5 CLOSURE OF THE MEETING

The Intersessional meeting of the task teams on toolkit revision and brick kilns was closed on Wednesday, 2 June 2010, at 17:00 hours.