

## **Oil & Gas Subcommittee Action Plan**

*Adopted by Subcommittee: 18 April 2018*

### **Introduction**

The Global Methane Initiative (GMI) Terms of Reference (TOR)<sup>1</sup> states that each subcommittee should develop and execute an Action Plan that aligns with the TOR and current needs of the subcommittee and Project Network members, as well as GMI's overarching goals of advancing project implementation, facilitating investment, and creating appropriate policy frameworks that support methane abatement, recovery, and use. In 2006, the Oil & Gas Subcommittee developed an Action Plan for the subcommittee's specific activity (the '2006 Action Plan'). In 2014, the Oil & Gas Subcommittee drafted and adopted a Statement of Purpose which clarified the focus of its work, as well as the roles and responsibilities of subcommittee and Project Network members. Collectively, the 2006 Action Plan and Statement of Purpose were instrumental in providing a framework for projects and activities of the Oil & Gas Subcommittee.

In 2016, the GMI TOR was modified and extended for an additional five years. Updating the Action Plan was discussed at the 12 June 2017 Oil & Gas Subcommittee meeting. To better align with the new GMI TOR and more accurately reflect the Oil & Gas Subcommittee's evolving needs, this Action Plan (i.e., the '2018 Action Plan') was developed. The draft 2018 Action Plan was reviewed and adopted at the 18 April 2018 Oil & Gas Subcommittee Meeting. Similar to the 2006 Action Plan, the 2018 Action Plan will guide the future work and activities of the Oil & Gas Subcommittee.

### **Oil & Gas Subcommittee Overview**

The GMI Oil & Gas Subcommittee focuses on supporting the identification and deployment of practical and cost-effective methane mitigation technologies and practices to reduce or eliminate emissions from oil and natural gas systems. This is achieved by encouraging collaboration between Partner Countries, subcommittee members, and Project Network members to build capacity, develop strategies and markets, and remove technical and non-technical barriers to methane mitigation project development. Ultimately, such collaboration can increase environmental quality, improve operational efficiency, and strengthen the economy via the additional methane brought to market.

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<sup>1</sup> See <http://www.globalmethane.org/about/terms.aspx>. The original TOR, which commenced on 16 November 2004, were modified and extended by the Steering Committee for an additional five years on 1 October 2010, an additional six months in October 2014, and an additional five years on 30 March 2016.

Since 2004, the Oil & Gas Subcommittee has had numerous achievements, as outlined in the table below.

### **Oil & Gas Subcommittee Key Activities (2004 – 2018)**

- Hosted meetings and workshops in nearly 20 countries;
- Collaborated to complete country-specific Action Plans and Country Profiles for 10 Partner Countries;
- Showcased countless project opportunities and success stories;
- Technological developments at GMI Expos and Partnership-wide events;
- Developed technical resources and tools;
- Conducted pre-feasibility and measurement studies in/collaborating with Partner Countries; and
- Implemented emission reduction projects.

For a full list of Oil & Gas Subcommittee activities and accomplishments, visit the [GMI website](#).

### **Objectives of the 2018 Action Plan**

Cooperative activities and collaboration are key components of the 2018 Action Plan. The Oil & Gas Subcommittee will execute the plan in a manner that promotes collaboration among Partner Countries, subcommittee members, Project Network members, and other organizations that share common goals, including strategic alliance partners like the Climate and Clean Air Coalition (CCAC) and the United Nations Economic Commission for Europe (UNECE). With such collaboration in mind, the Oil & Gas Subcommittee's 2018 Action Plan identifies four key objectives:

1. Identify Country-Specific Needs and Opportunities;
2. Identify and Address Key Barriers to Project Development;
3. Develop Tools and Resources to Enhance Capacity Building Efforts; and
4. Establish Long-Term Relationships that Promote the GMI Oil & Gas Subcommittee Objectives.

**Objective One: Identify Country-Specific Needs and Opportunities**

Activity	Approach	Indicators for Evaluation	Responsible party
Assist Partner Countries in drafting country-specific Methane Action Plans, or updating existing plans on an annual basis <sup>2</sup>	<ul style="list-style-type: none"> <li>• Provide tools and guidance that help Partner Countries identify national level actions, supportive policies, and priority project opportunities</li> <li>• Update tools available on the <a href="#">GMI</a> website and <a href="#">Oil &amp; Gas Subcommittee</a> webpage</li> </ul>	<ul style="list-style-type: none"> <li>• Action Plans submitted to <a href="#">Administrative Support Group</a> for posting on the subcommittee webpage</li> <li>• List of needs and/or gaps</li> </ul>	<ul style="list-style-type: none"> <li>• GMI ASG, as well as Oil and Gas Subcommittee members that can serve as mentors to particular countries</li> </ul>

<sup>2</sup> To date, the following countries have developed action plans and country profiles, and these plans are available on the GMI website: [Australia](#) (PDF, 3 pp, 62 KB), [Canada](#) (PDF, 8 pp, 166 KB), [Colombia](#) (PDF, 11 pp, 532 KB), [Italy](#) (PDF, 17 pp, 1 MB), [European Commission](#) (PDF, 15 pp, 257 KB), [Mexico](#) (PDF, 28 pp, 1.8 MB), [Russia](#) (PDF, 1 pp, 75 KB), [Turkey](#) (PDF, 3 pp, 390KB), [United Kingdom](#) (PDF, 1 pp, 97 KB), and [United States](#) (PDF, 4 pp, 170 KB).

**Objective Two: Identify and Address Key Barriers to Project Development**

<b>Activity</b>	<b>Approach</b>	<b>Indicators for Evaluation</b>	<b>Responsible Party</b>
Prepare a prioritized list of key project barriers, where removal could lead to project advancement	<ul style="list-style-type: none"> <li>Solicit subcommittee members, as well as other subcommittees, to identify barriers</li> </ul>	<ul style="list-style-type: none"> <li>List of barriers</li> </ul>	<ul style="list-style-type: none"> <li>Subcommittee member task force</li> </ul>
Conduct meeting sessions that focus on project barriers	<ul style="list-style-type: none"> <li>Take advantage of opportunities that bring together GMI subcommittee and Project Network members with project developers, technology providers, and financiers</li> <li>Provide relevant case studies</li> <li>Discuss how barriers have been overcome by some subcommittee members and project network members</li> </ul>	<ul style="list-style-type: none"> <li>Connections made between members</li> <li>Case studies produced</li> </ul>	<ul style="list-style-type: none"> <li>Subcommittee member task force</li> </ul>
Identify financing options and mechanisms/instruments that can assist in overcoming barriers	<ul style="list-style-type: none"> <li>Conduct surveys and/or take advantage of opportunities that bring together GMI Subcommittee and Project Network members to discuss such instruments/programs</li> <li>Develop a white paper on survey/discussion findings</li> </ul>	<ul style="list-style-type: none"> <li>Input received (by whom)</li> <li>List of financing options and market-based instruments/programs</li> <li>White paper produced and shared with members</li> </ul>	<ul style="list-style-type: none"> <li>Co-Chairs and Subcommittee Members</li> </ul>

**Objective Three: Develop Tools and Resources to Enhance Capacity Building Efforts**

<b>Activity</b>	<b>Approach</b>	<b>Indicators for Evaluation</b>	<b>Responsible Party</b>
Determine the capacity building needs of GMI subcommittee members and communicate them effectively	<ul style="list-style-type: none"> <li>• Convene stakeholder consultation to discuss capacity building needs</li> <li>• Develop presentations and written materials to send to subcommittee members</li> </ul>	<ul style="list-style-type: none"> <li>• List of capacity building needs</li> <li>• Number of resources and tools developed or updated</li> <li>• Methods of communication used and ongoing analysis of their value</li> <li>• Resources “pushed out” to contacts</li> </ul>	<ul style="list-style-type: none"> <li>• Subcommittee member task force</li> </ul>
Participate in/provide input to relevant oil and gas methane management studies and work products	<ul style="list-style-type: none"> <li>• Contribution to the development/dissemination of UNECE Best Practice Guidance for reducing methane emissions</li> <li>• Collaborate on other tool development opportunities, such as with CCAC OGMP</li> </ul>	<ul style="list-style-type: none"> <li>• Participation of subcommittee members in this effort and feedback received</li> <li>• List of studies/reports</li> </ul>	<ul style="list-style-type: none"> <li>• GMI Subcommittee members</li> </ul>
Maintain online access to up-to-date information and tools	<ul style="list-style-type: none"> <li>• Revise, maintain, and evaluate the subcommittee’s webpage and online resources</li> </ul>	<ul style="list-style-type: none"> <li>• Usage of web analytics</li> </ul>	<ul style="list-style-type: none"> <li>• GMI ASG</li> </ul>
Web-based meetings and capacity building support	<ul style="list-style-type: none"> <li>• Take advantage of teleconferences and webinars to maintain close communications with Subcommittee and Project Network members and provide capacity building support (as needed)</li> </ul>	<ul style="list-style-type: none"> <li>• Teleconferences and webinars held</li> <li>• Topics discussed</li> </ul>	<ul style="list-style-type: none"> <li>• GMI ASG</li> </ul>

**Objective Four: Establish Long-Term Relationships that Promote the GMI Oil & Gas Subcommittee Objectives**

<b>Activity</b>	<b>Approach</b>	<b>Indicators for Evaluation</b>	<b>Responsible Party</b>
Increase the participation of existing Oil & Gas Subcommittee members in GMI activities and events	<ul style="list-style-type: none"> <li>Contact members about upcoming activities and events</li> <li>Contact GMI Partner Countries to encourage them to nominate Oil &amp; Gas subcommittee members</li> <li>Provide information to members to show that GMI and the Oil &amp; Gas Subcommittee provides added value to their methane management efforts</li> <li>Survey members to identify needs and develop a plan to address survey results</li> <li>Encourage members to provide updates on their methane management activities and Action Plans</li> </ul>	<ul style="list-style-type: none"> <li>People contacted compared to people attending meetings</li> <li>Nomination of new subcommittee members</li> <li>Projects implemented</li> <li>New/updated contact information for individuals interested in joining, along with sector and technologies and practices of interest</li> <li>Member needs identified and addressed</li> <li>Member updates provided during subcommittee meetings and webinars</li> </ul>	<ul style="list-style-type: none"> <li>GMI ASG</li> </ul>
Build relationships with non-members and other organizations, with a focus on the finance community and GMI's strategic alliance partners	<ul style="list-style-type: none"> <li>Provide information to non-members that have expressed an interest to introduce them to GMI and the Oil &amp; Gas Subcommittee</li> <li>Seek opportunities for members of the finance community to speak at GMI events</li> <li>Engage members of the finance community in subcommittee activities</li> <li>Co-locate GMI Oil &amp; Gas Subcommittee meetings with UNECE Group of Experts beginning in 2019</li> </ul>	<ul style="list-style-type: none"> <li>List of needs</li> <li>New/updated contact information</li> <li>Meetings/workshops that involved the finance community</li> <li>Co-located meetings with strategic alliance partners, where applicable</li> </ul>	<ul style="list-style-type: none"> <li>Co-Chairs</li> </ul>
Collaborate with other GMI subcommittees to identify cross-cutting themes	<ul style="list-style-type: none"> <li>Communicate with other subcommittees</li> <li>Define cross-cutting themes/ideas</li> </ul>	<ul style="list-style-type: none"> <li>Designated primary point of contact for each subcommittee and areas of interest</li> </ul>	<ul style="list-style-type: none"> <li>Co-Chairs</li> </ul>

and to maximize synergies between work/efforts, where appropriate	<ul style="list-style-type: none"> <li>• Support cross-collaboration at the Global Methane Forum in 2018</li> </ul>	<ul style="list-style-type: none"> <li>• List of cross-cutting ideas/themes and resources from other subcommittees</li> </ul>	
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## Evaluation of Progress

The Oil & Gas Subcommittee can report on its progress in implementing the 2018 Action Plan and periodically assess its advancement toward implementing the plan and achieving its objectives (1) through GMI's annual accomplishments reporting and (2) during its annual subcommittee meeting. As part of this, the Oil & Gas Subcommittee should evaluate its role in supporting and interacting with complimentary organizations and strategic alliances partners, such as the CCAC and UNECE.

## Updating and Adopting the Action Plan

As the priorities of the Oil & Gas Subcommittee may change over time, the Oil & Gas Subcommittee agreed that the Action Plan should be updated and adopted on a 3-year cycle. Addressing changes in priorities allows the Oil & Gas Subcommittee to redirect actions to reflect current conditions, including technical and policy changes.