**Internal PLAN of QA/QC activities for national pollutant inventories for 2023**

|  | **Activity name** | **Responsible** | **Control** | **Deadline** | **Record** |
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| **1.**  | **Submission of emission balance results** for emission inventories **by sector** | Sectoral experts | Quality manager Coordinator | **15.1.2023** | Inventory of emissions in NFR 14 categorizations for the sector and for the inventory year 2021 |
| **2.** | **Evaluation** of the 2023 **improvement plan** | Sectoral experts Coordinator | Quality manager  | 15.2.2023 | Improvement plan for 2023 for each sector |
| **3.** | **Reporting** of the national inventory for all sectors to EC and UNECE | Coordinator | Quality manager SAŽP | 15.2.2023 | Electronic confirmation for the MoE and SAŽP on timely reporting of national inventories |
| **4.** | Assigning **responsibilities to team members**, incorporating updates for individual sectors | Sectoral experts | Coordinator Quality manager | 28.2.2023 | Description of work activity |
| **5.** | **Recalculations and correction** of erroneous data | Sectoral experts | Quality manager Coordinator | 22.2.2023 | Evaluation of control |
| **6.** | **Analysis of key categories -** trend and level assessment | Coordinator  | Quality manager Sektoroví experti | 22.2.2023 | Resulting evaluation of key categories |
| **7.** | **Submission of sectoral reports** | Sectoral experts | Quality manager Coordinator | 1.3.2023 | Sectoral reports |
| **8.**  | **Compilation and reporting of a complete national inventory report** | Coordinator | Quality manager SAŽP | 15.3.2023 | Informative inventory report on the national inventory for the year 2021 |
| **9.** | **In-depth review** of inventory under CLRTAP and NECD | Sectoral experts Coordinator | Coordinator | máj - jún | Draft review report |
| **10.** | **In-depth review** of the inventory report under NECD | Sectoral experts Coordinator Quality manager | Technical team of experts | November 2023 | Final report from the review process for 2023 |
| **11.** | **Preparation** of the improvement plan **for 2024** | Sectoral experts Coordinator | Quality manager  | September 2023 | Improvement plan for 2024 for each sector according to recommendations from the review |
| **12.** | **Coordination meeting** - meeting of experts Program: evaluation of the results and conclusions of the emission inventory control, submission of a proposal for improvement for the current year, development of an improvement plan for IIR 2022 | Sectoral experts Coordinator  | Quality manager | September 2023November 2023 | Minutes of the meeting |
| **13.** | **Reporting and publication of AEA emission accounts** | Sectoral experts Coordinator | Quality manager | September 2023 | Reporting questionnaire, Quality report |

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|  | name | date | signature |
| Prepared by: | Mgr. Lenka Zetochová |  |  |
| Approved: | Ing. Zuzana Jonáček |  |  |
| Approved by the MoE | Ing. Zuzana Kocunová |  |  |