

**This newsletter contains important information for aircraft operators and verifiers on the changes to ETSWAP following recent amendments in EU ETS Aviation legislation.**

A number of changes to the functionality of our online monitoring and reporting system ETSWAP have been made as a result of the recent amendments to the EU ETS Directive which came into effect on 30 April 2014. The changes to ETSWAP went live on 3 November 2014, and are summarised below.

### **Emissions Plan forms and Account status**

New exemption statuses of '*Exempt-non commercial*' and '*Exempt-commercial*' have been created within ETSWAP. The status of '*Exempt non-commercial*' applies to non-commercial aircraft operators who are below the 1,000 tCO<sub>2</sub> exemption threshold<sup>(1)</sup>.

### **Non-commercial aircraft operators under the 1,000tCO<sub>2</sub> threshold who have an existing annual emissions (AEM) plan**

We will be marking the ETSWAP account of these operators with the status of '*Exempt-non-commercial*', i.e. you do not need to do anything. ETSWAP will issue you with an email when your account status has been changed.

### **Non-commercial aircraft operators under the 1,000tCO<sub>2</sub> threshold who do not have an annual emissions (AEM) plan**

If you are assigned to the UK on the Commission (CION) List and do not have an approved emissions plan, you can make a request for an exemption within the exemption page of the emissions plan form. If you appeared on the CION List after 31 December 2012 you have a legal requirement to notify us if you haven't applied for a plan. Where we approve this exemption, your account will be marked as '*Exempt-non commercial*'. Alternatively we may amend your account status to '*Exempt-non commercial*' based on Eurocontrol data.

### **Emissions Report Forms**

For the period between 1 January 2013 and 31 December 2016 aircraft operators will only be required to report emissions from flights between aerodromes located in the European Economic Area (EEA) and certain flights within outermost regions.

As a result of this amendment, the emissions report form in ETSWAP will only accept countries, aerodromes and aerodrome pair data that are included within the revised geographical scope of EU ETS. Details of the flights that are included are provided later in the newsletter. Further information can be found in the Commission's FAQ's [here](#).

### **2013 Scheme Year emissions reports**

Emissions report forms for the 2013 Scheme Year are now available for you to complete.

### **Reports already submitted to us**

If you have already submitted your 2013 Scheme Year verified emissions report to us we will have already contacted you regarding what you need to do.

### **Reports currently with a verifier**

If you have already submitted your report to a verifier and it contains aerodrome pairs and aerodromes which are not included in the revised geographical scope of EU ETS, the report **must** either be returned to you by the verifier or recalled by you.

Verifiers can return a report that is assigned to them by opening the specific emissions report task in their work queue and clicking the 'Return emission report to operator' button. Once completed, the operator will receive their report back and an email to say that their report has been returned without verification.

To recall your own report you must click into the 'AEM Reports' tab on the left hand side of your home screen and then click on the '01 Jan 2013 – 31 Dec 2013' report within the 'Report List'. Click on the 'Recall your emission report' button and your report will be back in your work queue. Your verifier will receive an email stating that you have recalled your report.

You will need to update the report by removing the invalid aerodrome pair and aerodrome data before it can be resubmitted to the verifier or directly to us.

<sup>(1)</sup> The 1,000 tCO<sub>2</sub> threshold is based on the full scope of the EU ETS i.e. all Annex I flights including extra-European and positioning flights].

### Reports that have been started

If you have already entered data into your 2013 report form that is not included in the revised geographical scope of EU ETS, it will produce a validation error when you try to submit the form. The invalid aerodrome pair and aerodrome data will need to be removed from the form before the report can be resubmitted to the verifier or directly to us.

### How to remove invalid aerodrome pair and aerodrome data from your report

You will need to remove any invalid aerodrome pair data from the table in the "Emissions Data" form section **before** removing the invalid aerodromes from the table in the "Emissions Overview" section. If you try to do it the other way around, you will get a warning message.

Invalid rows can either be deleted individually or in bulk. The best approach to use will depend on how many rows are in each table and/or how many invalid entries there are. To delete all aerodrome pair data (including both valid and invalid rows) from the table you must:

- (i). Select "Yes" in response to the question "Import Multiple emissions data?"
- (ii). Leave the data field blank;
- (iii). Select "Yes" in response to the question "Delete existing emissions data?";
- (iv). Click the "Import Emissions Data" button.

You can then bulk upload your valid aerodrome pair data. Please note: it is possible to bulk upload the same comma separated values (.csv) you originally used, as the form validation will simply ignore any invalid rows. Please see the accompanying video and screenshots from ETSWAP.

### 2014 Scheme Year emissions reports

Emissions report forms for the 2014 Scheme Year will be available from **1 January 2015**. An updated version of Eurocontrol's small emitters tool will be available during early November 2014 [here](#). This new version must be used by eligible operators to estimate their fuel consumption for the 2014 Scheme Year.

### Simplified procedures for small emitters

ETSWAP will now enable aircraft operators who emit less than 25,000 tCO<sub>2</sub> per year <sup>(2)</sup> to submit their report directly to us without having their emissions independently verified. This applies where an operator determines their emissions using Eurocontrol's small emitters tool and data from its ETS Support Facility without modification. This functionality is dependent on answers given to questions in

the simplified procedures section of the report form.

### Aircraft operators exempt from EU ETS

If you are no longer captured by EU ETS and are **exempt** (i.e. you operate below the non-commercial 1,000 tCO<sub>2</sub> threshold or the commercial *de minimis* threshold) you can identify this in the emissions report form. The report form can then be submitted directly to us without the requirement to submit any emissions data.

### Aircraft operators included in EU ETS but who do not perform any reportable flights

If you are captured by EU ETS (i.e. are a non-commercial aircraft operator emitting over the 1,000 tCO<sub>2</sub> threshold or a commercial aircraft operator operating above the commercial *de minimis* threshold), but have not performed any flights that are reportable under the revised geographical scope of EU ETS, you can identify this in the emissions report form. The report form can then be submitted directly to us, without the requirement to submit any emissions data.

The submission of a report is not mandatory if you are exempt, or if you have not performed a reportable flight; however it will remove the outstanding task from your ETSWAP work queue.

### Deadline for Report Submission

The deadline for operators to submit their emissions report for both the 2013 and 2014 Scheme Years is **31 March 2015**. Operators must surrender allowances equivalent to their reportable emissions for both Scheme Years by **30 April 2015**.

### Aircraft Operator Account Management

In conjunction with the recent amendments in EU ETS legislation and the ETSWAP update, we are implementing a new account management procedure for all aircraft operators who remain included in EU ETS. During November 2014, operators will be assigned their own Technical Officer in the Aviation Team who will be their main point of contact, and a dedicated Registry Officer. You will be able to find out who your dedicated Technical Officer (Competent Authority Contact) is on your ETSWAP homepage under the 'Contact Details' section. We will let you know when this change comes into effect.

### Further information

If you have a query regarding EU ETS please contact our ET Aviation [helpdesk](#).

<sup>[2]</sup> The 25,000 tCO<sub>2</sub> threshold is based on the full scope of the EU ETS i.e. all Annex I flights including extra-European and positioning flights].

## Flights covered under EU ETS between 1 January 2013 and 31 December 2016

### EEA States:

Austria, Belgium, Bulgaria, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, United Kingdom, Norway, Iceland, Liechtenstein. Basel-Mulhouse-Freiburg aerodrome (LFSB and LSZM) is located in French territory.

### Territories of Member States which are part of the EEA:

Melilla, Ceuta (ES); Åland Islands (FI); Jan Mayen (NO); Gibraltar (UK).

Flights between aerodromes in these territories and any aerodrome in the EEA remain fully covered.

Flights between any aerodromes in the EEA and offshore installations of EEA countries that are outside territorial waters (e.g. oil and gas production or exploration platforms) also remain fully covered under the EU ETS.

### Outermost Regions:

Canary Islands (ES); French Guiana; Guadeloupe; Martinique; Mayotte (from 2014); Réunion; Saint Martin (FR); Azores; Madeira (PT).

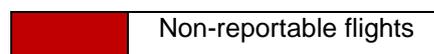
Depart from	Arrive to	EEA States and territories of Member States (e.g. France or Melilla)	Outermost Regions of EEA States <sup>(3)</sup> (i.e. flights within the same region e.g. Canary Islands)	Croatia <sup>(4)</sup>
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<sup>(3)</sup> Internal flights within Outermost Regions are included (i.e. Canary Islands to Canary Islands); however flights between Outermost Regions (e.g. Canary Islands to Madeira) are not included.

<sup>(4)</sup> Flights between Croatia and EEA States are fully included from 1 January 2013. Domestic flights within Croatia must be reported from 1 July 2013 to 31 December 2013, but with no surrender obligation for these emissions. Emissions from flights within Croatia are fully covered, with regards to reporting and surrendering from 1 January 2014.



Reportable flights



Non-reportable flights