

**Carbon Offsetting and Reduction Scheme for International Aviation (CORSIA)**

**Templates for SCS Annual Report to ICAO**



**Version 2 – April 2022**

**Templates**

The following templates should be used by the SCSs to provide to ICAO the information listed in the *Reporting requirements for SCS Annual Report to ICAO*. Additional rows may be added as needed, as well as references to information provided in separate files.

Field 1 - List of audits of economic operators executed during the reporting year (add rows as needed)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| # | 1.a Modality  (onsite or remote) | 1.b Frequency | 1.c Group auditing details | 1.d. Certification body details (company, contact information) performing the audit |
|  |  |  |  |  |

Field 2 Certification body assurance (add rows as needed)

|  |  |  |
| --- | --- | --- |
| # | 2.a Documentation of certification body compliance with ISO 17065 (include filenames as appropriate) | 2.b Assurance of certification body compliance with requirements in CORSIA Framework and Requirements for Eligibility of SCS (include filenames as appropriate) |
|  |  |  |

Field 3 Accreditation body assurance (add rows as needed)

|  |  |  |
| --- | --- | --- |
| # | 3.a Documentation of accreditation body compliance with ISO/IEC 17011) | 3.b Details of external and/or peer-reviewers that conducted most recent accreditation body compliance assessment (e.g., credentials, affiliation) |
|  |  |  |

Field 4 Provide public location (e.g., webpage link) of information on the SCS.

|  |  |
| --- | --- |
| 4.a Provision of all relevant certification and system documents of the scheme |  |
| 4.b Contact details. |  |
| 4.c Instructions for economic operators. |  |
| 4.d Stakeholder feedback options and approach for incorporating stakeholder feedback. |  |
| 4.e Training session information (dates., locations, content addressed) |  |
| 4.f Complaint forms and/or submission information. |  |
| 4.g List of certified economic operators. |  |
| 4.h List of suspended or cancelled certifications. |  |

Field 5 Certification Bodies and robustness of the scheme.

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| --- | --- | --- | --- |
| 5.a Information on requirements for certification bodies and auditors. | 5.b List of valid certification bodies and period of validity. | 5.c Any suspensions or terminations of certifications or certification bodies due to detected non-conformities. | 5.d Information on conducted trainings programs and tests (including provision and sharing of best practices). |
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Field 6 List of system documents updated within the reporting year

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| --- | --- | --- | --- |
| # | 6.a Name of updated system document | 6.b Date of update | 6.c Tracked changes and clean updated system documents |
|  |  |  |  |

Field 7 Economic operator’s information (add rows as needed)

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| --- | --- | --- |
| Code (designation used to refer to economic operator in following tables) | 7.a Name of economic operator | 7.b Contact information of economic operator |
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Field 8 - Type of CORSIA eligible fuel certified (add rows as needed)

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Code of economic operator | 8.a Product Certified | 8.b Feedstock(s) | 8.c Feedstock(s) country of origin | 8.d Conversion process | 8.e Applicable ASTM Standard | 8.f Period of validity of certification | 8.g Default or actual life cycle emissions values used. | 8.h Details of actual life cycle emissions calculations if used. | 8.i Whether Low LUC Risk approach was used and explanatory justification. | 8.j Whether credits (e.g., LEC/REC) were used, including calculation details. | 8.k Summary of method used to confirm feedstocks were from eligible lands per Criterion 2.1 | 8.l DLUC calculation (if needed per Criterion 2.2) and explanatory justification. | 8.m Method of verification (on site audit, remote audit, etc.) |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |

Field 9 Batch information of CORSIA eligible fuel certified (add rows as needed)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Code of economic operator | 9.a Product Certified | 9.b Batch numbers. | 9.c Whether “provisional” (not yet verified by auditors) or “verified” for each batch. | 9.d Associated mass of neat CORSIA eligible fuel (in tonnes) per fuel type. | 9.e Country of origin of fuel. |
|  |  |  |  |  |  |

**-END-**