

## INTRODUCTION TO CORSIA CENTRAL REGISTRY

The CORSIA Central Registry (CCR) is implemented as a web application supported by a database. It provides a simple and standardized way for States to upload and submit CORSIA-related information and data to ICAO, in accordance with the provisions of Annex 16, Volume IV.

### Description of each User Group (Role) of the CCR

Each ICAO State has one CCR account. Access to this account is given to individuals, who are assigned a specific role, as shown in the table below. The CCR allows for only one CORSIA Focal Point but more than one State User, per State.

User Group/Role	Brief Description
<b>CORSIA Focal Point (CFP)</b>	A CCR user nominated by an ICAO State, who can upload and change State-specific information and data, and has the responsibility of approving and submitting the information and data to ICAO
<b>State User (STU)</b>	A CCR user nominated by the CFP of a State, who can upload and change State-specific information and data
<b>ICAO Super User (ISU)</b>	ICAO staff responsible for the management of the information and data in the CCR. The ISU checks the submissions by States for format correctness and prepares ICAO CORSIA documents

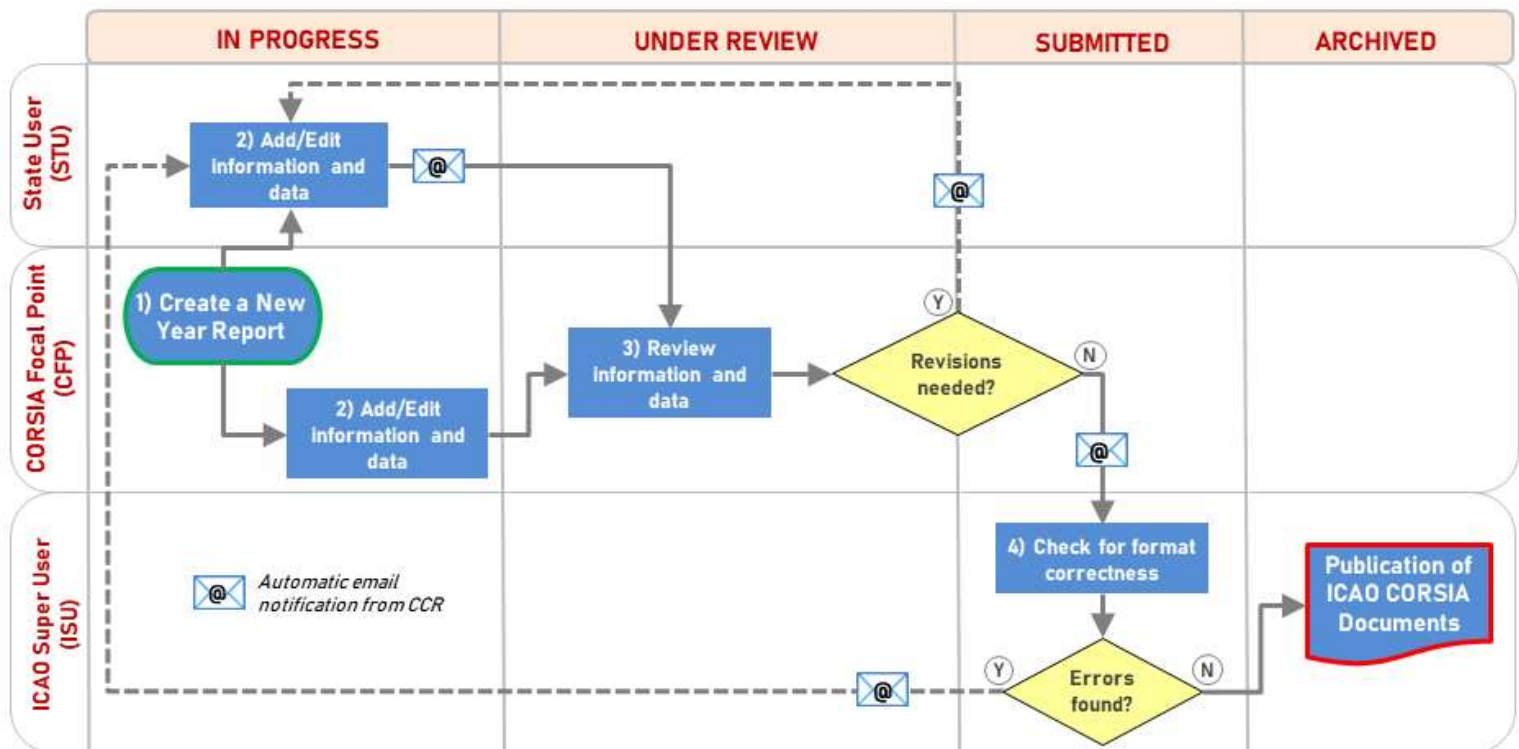
### Selected CCR Functions per User Group (Role)

User Group/Role	CCR Functions:			
	Create Year Report	Add, Edit, Delete Data	Submit Report to ICAO	Prepare ICAO CORSIA Documents
<b>CORSIA Focal Point (CFP)</b>	✓	✓	✓	✗
<b>State User (STU)</b>	✗	✓	✗	✗
<b>ICAO Super User (ISU)</b>	✓	✓	N/A	✓

## General CCR Dataflow Process

The CCR stores information and data in individual year reports, which are associated with a specific State, reporting area (e.g., aeroplane operators, verification bodies, CO<sub>2</sub> emissions etc.) and year. The general CCR dataflow process involves the following steps:

- 1 The CFP creates a specific year report:
  - By default, **the status of a new year report is set to IN PROGRESS**
- 2 The CFP and/or the STU populate the year report by adding/editing information and data:
  - After editing is completed, **the CFP/STU can change the status to UNDER REVIEW**
- 3 The CFP reviews the information and data in the year report:
  - If no revisions are needed, **the CFP submits to ICAO (status SUBMITTED)**
  - If revisions are needed, **the CFP can change the status to IN PROGRESS**
- 4 The ISU checks the submitted year report for format correctness:
  - If no errors are found, **the ISU changes the status to ARCHIVED**
  - If errors are found, **the ISU changes the status to IN PROGRESS**



## Summary of Year Report Status

Status	Brief Description	Editing allowed?
<b>IN PROGRESS</b>	A year report that can be populated by adding and/or editing information and data. This is the default status when a new year report is created	Yes (CFP and STU)
<b>UNDER REVIEW</b>	A year report previously marked as IN PROGRESS, which has been populated, and is being reviewed by the CFP	Yes (CFP only)
<b>SUBMITTED</b>	A year report previously marked as IN PROGRESS or UNDER REVIEW, which has been submitted by the CFP	No*
<b>ARCHIVED</b>	A year report previously marked as SUBMITTED, which has been processed by ICAO. This year report can be used to produce ICAO CORSIA documents and make calculations	No*

\* The ISU can release a SUBMITTED or unlock an ARCHIVED report for further editing at the request of a CFP