



REPORTING ON CO₂ EMISSIONS (2021 onwards)

According to Annex 16, Volume IV, Part II, Chapter 2, 2.3.2.2, for the years 2021 onwards, each “State shall submit a report to ICAO” that contains the total annual CO₂ emissions per State pair aggregated for all aeroplane operators attributed to the State, and total annual CO₂ emissions for each aeroplane operator attributed to the State. Emissions that are subject to offsetting requirements must be reported separately from emissions that are not subject to offsetting requirements as per Appendix 5, Table A5-5. For the purposes of the CCR, information on CO₂ emissions must be provided in separate fields as shown below.

Information on CO₂ Emissions (mandatory fields are shown with a *)

For each State pair:

- From (Departing State)*
- To (Arrival State)*
- CO₂ Emissions*
- Confidential Data (*FALSE or TRUE*)

For each Aeroplane Operator Attributed to your State:

- CO₂ emissions subject to offsetting requirements*
- CO₂ emissions exempt from offsetting requirements*
- Use of ICAO CORSIA CO₂ Estimation and Reporting Tool
- Confidential Data (*FALSE or TRUE*)

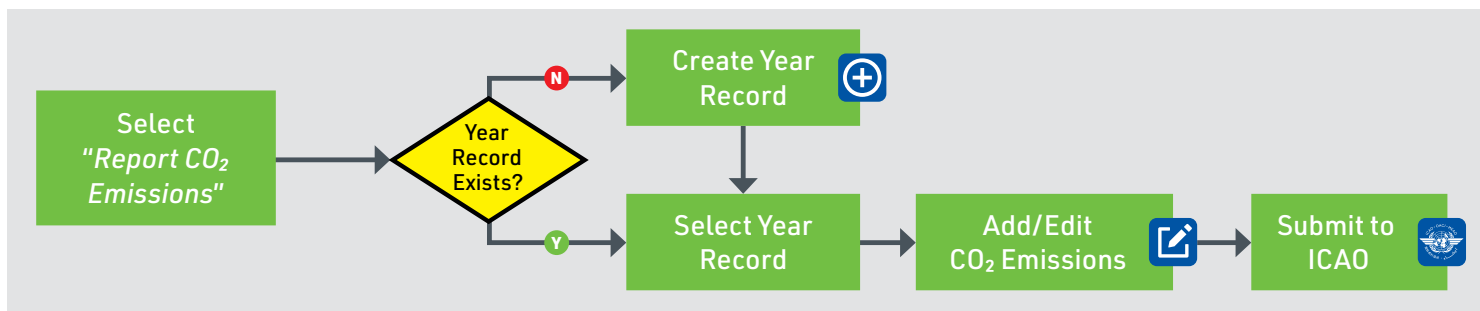
Reporting Deadline

By 31 July of each year for CO₂ emissions for the previous year. For example, emissions for the year 2021 are to be submitted by 31 July 2022.

Reporting Tips

- Annex 16, Volume IV defines a State pair as a “group of two States composed of a departing State or its territories and an arrival State or its territories”; for example, for State A and State B, emissions for State pair A-B must be provided separately from the emissions for State pair B-A
- For each State pair, “CO₂ Emissions” are the total aggregated emissions on the State pair reported by all aeroplane operators attributed to your State
- The CCR will automatically determine if the emissions on a State pair are subject to offsetting requirements based on the CORSIA participation information for each State
- You do not have to enter the names of the aeroplane operators attributed to your State; the CCR will automatically fill in the “CO₂ Emissions (Aeroplane Operators)” tab with the information uploaded under “Report Aeroplane Operators” for the reporting year
- For each aeroplane operator, “CO₂ emissions” are total aggregated annual CO₂ emissions for all State pairs; if an operator’s annual CO₂ emissions are less than 10,000 tonnes, you do not have to provide any data
- The CCR will automatically calculate the total amount of emissions subject to offsetting requirement and those that are not subject to offsetting requirements based on both State pair data and aeroplane operator data; the totals should be the same, but if they are not the CCR will issue a warning
- For “Confidential Data”, FALSE means not confidential data and TRUE means confidential data

REPORTING PROCESS



Create Year Record – *FOR CORSIA Focal Point ONLY*



- On the "Report CO₂ Emissions" page, click on "Add", then:

OPTION 1: Create an Empty Year Record

- Select "Quick Add"
- Select the new reporting year
- Click on "Create"

OPTION 2: Copy from an Existing Year Record

- Select "Copy From" and "Other Reporting Year"
- Select the existing year record
- Select the new reporting year
- Click on "Create"

Add or Edit CO₂ Emissions



- On the "Report CO₂ Emissions" page, select the year record by clicking on the pencil icon

To add CO₂ Emissions for State Pairs:

- Select the "CO₂ Emissions (State Pairs)" tab of the year record, then:

OPTION 1: Add Manually

- Click on "Add", then "Full Add"
- Complete information on web form
- Click on "Create"
- Repeat as needed

OPTION 2: Import CSV file

- Click on "Tools", then "Import CSV"
- Locate the CSV file on your computer
- Click on "Upload"
- Click on "Confirm and Continue Import"

To edit CO₂ Emissions for a State Pair:

- Select the "CO₂ Emissions (State Pairs)" tab
- Select a State pair by clicking on the pencil icon next to it
- Make changes on the web form on your screen
- Click on "Save"

To Edit CO₂ Emissions for an Aeroplane Operator:

- Select the "CO₂ Emissions (Aeroplane Operators)" tab
- Select an operator by clicking on the pencil icon next to it
- Make changes on the web form on your screen
- Click on "Save"

Submit to ICAO – *FOR CORSIA Focal Point ONLY*



- On the "Report CO₂ Emissions" page, select the year record by clicking on the pencil icon
- Select the "Details" tab of the year record
- Under "Data Status", select "READY"
- Click on "Save"