

Swedish Energy Agency
Union Registry
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Guide to verifying compliance

Introduction

The guide describes how an authorised representative can verify that an installation is in compliance, i.e. having fulfilled its obligation to surrender allowances corresponding to emissions.

Prerequisites are that an authorised representative must have proposed the annual emissions, the verifier must have verified the emissions, and an authorised representative must have carried out the surrender transaction for the installation.

This guide applies to operators and aircraft operators.

Step by step

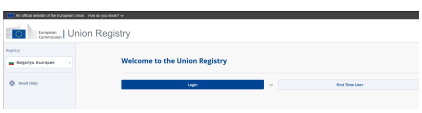
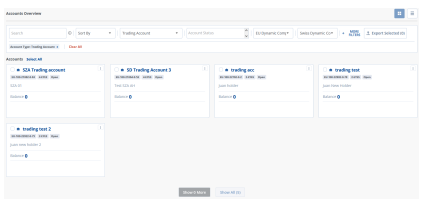
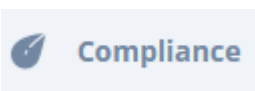
Execute the following steps from the Union Registry homepage:

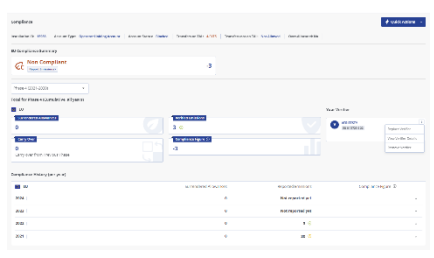
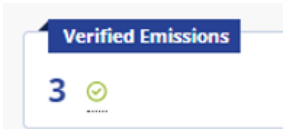
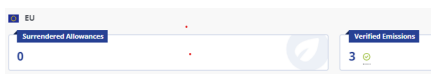
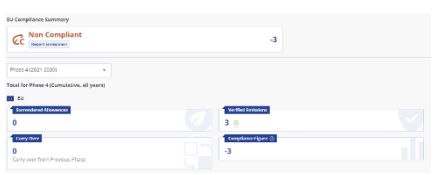
<https://union-registry.ec.europa.eu/ar/#/>

More information

For the entire user manual or to watch instructional videos, go to:

http://ec.europa.eu/clima/sites/registry/index_en.htm

Step	Action	Interface
1	An existing representative logs on to the Union Registry by clicking Login .	
2	You can now view all the accounts for which you have a responsibility. If the accounts are not shown, select the Accounts tab in the left menu. Click the account tile to access an account.	
3	Select Compliance from the left vertical menu.	

4	This tab of the Account related information page indicates the account compliance status and allows you to enter the emission for the years of the different commitment periods	
5	When the annual emissions have been verified by the verifier, it is given a green check mark.	
6	An installation / aircraft operator is in compliance when the emission and surrender totals are equal.	
7	The Compliance Figure must be "0" when the emissions have been verified and allowances have been surrendered.. If the figure is negative, too few allowances have been surrendered.	
8	Compliance status is clearly shown at the top of the page.	