

# ANNUAL EMISSION REPORTING FOR STATIONARY INSTALLATIONS IN ETSWAP FOR 2013

Climate, Resource and Research Unit  
Environmental Protection Agency  
Ireland

# OVERVIEW – WEBINAR FOR ETSWAP

- INTRODUCTION – Using the webinar
- ETSWAP – Some housekeeping tips and tools
- AEM REPORTING – Tip and tools
- AEM REPORTING – How to do it through  
ETSWAP
- ETSWAP Q&A

## INTRODUCTION – Using the webinar

- This webinar and any other in our 2014 series, will be available to review through the BrightTALK channel that linked you here today.
- During this talk you can type in questions and we will endeavour to answer them at the end of the presentation.
- If we cannot get to yours, we will follow up after the talk.
- You also have the ETSWAP helpdesk at [help.ets@epa.ie](mailto:help.ets@epa.ie) and of course your Inspector.

# ETSWAP – Housekeeping tips & tools

- Lost passwords
- Creating extra users
- Allowing impersonation
- Keeping contacts up to date and relevant
- Communication history
- Batch Requests for Information (RFI)
- GHG Permit Variations

# Lost passwords – locked out!

1. Use the **Recover Password** function on the log in page.
2. Your Username is your email address that ETSWAP uses and is case sensitive. You should get a temporary log on in 10 minutes.

**Welcome**

Please enter your username to request a password recovery email to be sent to the email address associated with your account.

**Username:**

**Send Email.** **Cancel**

Locked out: email [help.ets@epa.ie](mailto:help.ets@epa.ie)

# Creating extra users

- You can add as many users as you like.
- Once added they will get an invite and be copied into correspondence from ETSWAP.
- You cannot use the same email address more than once, but you can link accounts.

## Create User

You can create a new user by providing the following details

**Email:**  \*

**Title:**

**Name:**

**Surname:**

**Job Title:**

**Organisation Name:**

**Telephone Number:**

**Role:**  \*

# Allowing impersonation

- If you need extra help, or you are just stuck. You can use **Allow Impersonation** and **Invite Code** to let the EPA log on as you.
- It is in your [Users](#) section and can be set up through the **Actions** button.
- While you are being impersonated, you will be locked out of ETSWAP for 30 minutes.
- You can de-activate it at any time.

## Further Details

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### Invite Code

00000000 [Change](#)

### Allow Impersonation



## Actions

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[Save](#)[Cancel](#)

# Contacts: Up to date and relevant

- It is vital that you keep the **Users** up to date.
- ETSWAP is the main means for communication between the EPA and Operators.

## Contact Details

The primary operational contact is the secondary contact can be chosen as

If selected, the finance contact will

### **Primary Operational Contact**

Abbot White

### **Secondary Operational Contact**

Kathy White

## Finance Address

### **Finance Contact**

None

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# Communication history

- ETSWAP keeps a record of the letters sent to Operators in the **Communication** section.
- If you are looking for copy of a Batch RFI or other notices sent via ETSWAP, you will find them here.

- ▶ Further Information Request
- ▶ Capacity / Activity Level Changes
- ▶ Significant Capacity Reductions
- ▶ Alerts
- ▶ Users
- ▶ Emitter Contacts
- ▶ Communication
- ▶ Batch RFI Responses

# Batch Request for Information (RFI)

- When a Batch RFI is issued, each Operator is required to acknowledge its receipt by confirming in the **Batch RFI Responses** section. You will also see this in your **Tasks** section.

## Batch RFI Responses

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Below is a list of all Batch Request for Informations from your regulator

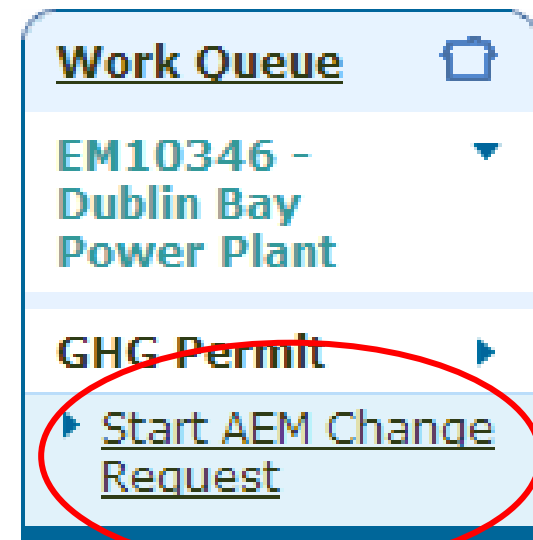
## Batch RFI Response List

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<u>ID</u>	<u>Date Issued</u>
B10367-BRFI005	22 Mar 2013
B10367-BRFI020	02 Oct 2013
B10367-BRFI022	20 Dec 2013

# GHG Permit variations

- If you need to update your GHG Permit or your M&R plan (and you will), you do so through the **Start AEM Change Request** function.
- You will be asked to outline the requested changes and submit.
- Once done, the **GHG Permit** form will open for you to make changes.



# EU ETS ETSWAP and Compliance Requirements

Annette Prendergast  
Climate, Resource and Research

# Overview

- Legal Requirements of Phase III EU ETS
- Overview of Permit Conditions
- Specific issues/requirements on Monitoring and Reporting identified during verification to date.
- Preparation and submission of the Annual Emissions Report on ETSWAP.

# Legislation

## Phase III 2013-2020:

- ❑ New National Legislation S.I. No. 490 of 2012
- ❑ New Greenhouse Gas Permits have been issued with new conditions and the monitoring plan is attached to the permit.
- ❑ **Commission Regulation 600/2012 (AVR)** governs the verification of greenhouse gas emission reports and the accreditation of verifiers
- ❑ **Commission Regulation 601/2012 (MRR)** governs the monitoring and reporting of greenhouse gas emissions.

# GHG Permit requirements

- GHG Permit is a legal document. Read it and be familiar with all requirements. If in doubt ask. (See Regulation 26 of S.I. 490 of 2012 for offences).
- **Condition 2** deals with **Notification Requirements** such as
  - ❑ Any changes in fuels, materials, capacity, activity level, Cessation of all or part of the activity, submission of an Annual Declaration of Operability and changes to capacity and activity level where you receive free allocation.
- **Condition 3** deals with **Monitoring and Reporting**
  - ❑ Operators are required to monitor emissions in accordance with the plan attached to permit.

# GHG Permit requirements

- Operators are required to apply for a permit update where there are new emission sources, fuels/materials, changes in availability of data, previous data found to be incorrect, to comply with the MRR or in response to recommended verifier improvements.
- A temporary change notification to the EPA is required immediately where you cannot comply with the agreed monitoring plan due to malfunctions etc.
- The Operator is required to appoint an accredited Verifier (accredited to Accreditation and Verification Regulation) and submit a verified Annual Emissions Report by 31 March each year.



# GHG Permit requirements

- ❑ The Operator must enter the verified annual reportable emissions figure into the Registry and ensure it is electronically approved by the Verifier by **31 March**.
- ❑ The Operator must submit an improvement report by 30 June where required.
- ❑ The Operator is required to surrender allowances equal to annual reportable emissions in the previous calendar year by **30 April**. Or you face penalties €100 euro per tonne increased with European index of Consumer prices. (See Judgment ECJ C-203 12).
- ❑ <http://curia.europa.eu/juris/liste.jsf?language=en&num=C-203/12>
- ❑ Allowances surrendered must also cover previous calendar years where allowances remain outstanding and due.

## Monitoring & Reporting specific issues

- The EU Commission has produced numerous guidance documents on the Monitoring and Reporting Regulation such as on biomass, uncertainty, sampling and analysis, data flow activities and control system, risk assessment and FAQ's.
- In addition detailed EU guidance also available on the Accreditation and Verification Regulation.
- Refer to the guidance documents for further interpretation on monitoring, reporting and verification issues
- [http://ec.europa.eu/clima/policies/ets/monitoring/documentation\\_en.htm](http://ec.europa.eu/clima/policies/ets/monitoring/documentation_en.htm)

# Monitoring & Reporting issues

- Combustion emission sources such as welding, power washers or any other equipment which combusts fuel and is not used for transportation purposes must be included in your monitoring plan and the emissions reported in your AEM Report.
- There is a tier 1 emission factor available for acetylene.
- <http://www.epa.ie/pubs/reports/air/airemissionsFactors>
- Where a temporary emission source (e.g. generator) is operated and/or fuelled by the operator a monitoring method must be agreed and emissions reported. Where a temporary emission source operates in place of a permitted emission source emissions must be reported.

# Monitoring & Reporting issues

- Where a temporary generator for example is operated by a contractor independent of the site and fuelled by the contractor emissions do not need to be reported.
- All sites must be visited by the Verifier for 2013 reporting.
- For liquid biomass classified as sustainable the current sustainability cert. must be attached annually as part of the AIER submission.
- All temporary change agreements or other agreements related to monitoring and reporting not detailed in the current plan must be submitted as attachments with the AIER submission.

# Help and queries

- For Stationary Operator queries  
email: [ghgpermit@epa.ie](mailto:ghgpermit@epa.ie)
- For assistance with ETSWAP email:  
[help.ets@epa.ie](mailto:help.ets@epa.ie)

# ETSWAP AEM Reports

- ✓ Guidelines
- ✓ Installation Details
- ✓ Installation Description
- ✓ Calculation
- ✓ Data Gaps
- ✓ Emissions Summary
- ✓ Abbreviations
- ✓ Additional Information
- ✓ Confidentiality
- ✓ Submission

➤ The following sections of the AEM report require completion prior to submission to the Verifier for review.

# Installation details EPRTR

- When you open Installation Details, the name and address of the installation will be prepopulated. Details in relation to the EPRTR where relevant and NACE codes need to be completed.
- Enter the EPRTR ID and select EPRTR Activity using the drop down list for activity and sub activity.

<http://prtr.ec.europa.eu/>

Use the drop down lists below to select the EPRTR category

Activity

3. Mineral industry

Select Activity

Sub Activity 1

(c) Installations for the production of cement clinker or lime in other furnaces

Select Sub Activity 1

# Installation details NACE Codes

- Select the NACE code using the drop down lists.
- Click to select code and click to select sub-codes.
- There are 3 sub codes in addition to the main code to select the appropriate activity from the drop down lists.

Use the drop down lists below to select the NACE Code.

NACE Code

Manufacturing

Click to Select Code 1

NACE Sub Code 1

Manufacture of other non-metallic miner

Click to Select Sub Code 2

NACE Sub Code 2

Manufacture of cement, lime and plaster

Click to Select Sub Code 3

NACE Sub Code 3

Manufacture of cement



# Deviations from the AEM Plan

- For any deviations from your approved AEM Plan click yes and fill in the text box with details. The validate button indicates if application is complete. Red highlight indicates incomplete section.

\* Have there been any deviations from your approved monitoring plan during the reporting year?

Yes  No

! Details of deviations from the approved monitoring plan  
**This is a required field and must be completed.**

Validate

Print

Save Form

Close Form

Previous Page

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# Installation description & activity

Installation description lists the Annex 1 activities. Click “edit “ at the side of the Annex 1 activity table to input the CRF Category information. CRF Cat 1 and CRF Cat 2 must be selected from the drop down list for industries with process emissions. For other combustion industries without process emissions only one category will be relevant to fill in.

**Annex I Activity**

Annex I Activity	Production of ceme
CRF Category 1 (Energy)	1.A.2.f
<input type="button" value="Select CRF Category 1"/>	<input type="button" value="Clear CRF Category 1"/>
CRF Category 2 (Process emission)	
<input type="button" value="Select CRF Category 2"/>	<input type="button" value="Clear CRF Category 2"/>
Total Capacity	10000.000
Capacity units	tonnes/day
Specified Emissions	Carbon Dioxide

# CRF category

- Select the relevant CRF Sector and the relevant number of CRF Sub Sectors.

**Use the drop down lists below to select the IPCC CRF category.**

CRF Sector

1. Energy

Click to Select Sector 1

CRF Sub Sector 1

A. Fuel combustion activities (Sector 1)

Click to Select Sector 2

CRF Sub Sector 2

1. Energy industries

Click to Select Sector 3

CRF Sub Sector 3

b. Petroleum refining

## Installation description with CRF complete

- For an industry with process emissions the completed table will be as follows:

Annex I Activity	CRF Category 1 (Energy)	CRF Category 2 (Process emission)	Total Capacity	Capacity units
Combustion of fuels in installations with a total rated thermal input exceeding 20 MW (except in installations for the incineration of hazardous or municipal waste)	1.A.1.b	2.A.1	24.220	MW





# Relevant source streams

The monitoring approach, the emission sources table and relevant source streams table are pre populated from the permit. Check that these are correct, any additions are added using “ add row”: for corrections click “edit row”.

The new emission sources or source streams must also be included in the “Emissions from Source Streams” table in Calculation Section. The source stream details for directly associated activities e.g. WWTP, incineration should be deleted from the “relevant source streams table”.

Source Stream Reference	Source Stream Type	Source Stream Description
F1	Combustion: Other gaseous & liquid fuels	Natural Gas
F2	Other	WWTP, incineration
F3	Combustion: Commercial standard fuels	Kerosene (other than jet kerc



# Amend or add emission sources

Emission Source Reference	Emission Source Description	
S1	Site Boiler BS-1202	 
S2	Site Boiler BS-1203	 

# Calculation

To calculate the CO<sub>2</sub> and TJ arising from the fuels or materials listed click on the edit button on the side of the “emissions from source streams” table to enter the relevant data.

Click on add row to add additional new source streams relevant for reporting but not included in current permit.

Source Stream Ref.	Emission Source Refs.	Total Fossil Emissions tCO <sub>2</sub> (e)	Total Biomass Emissions tCO <sub>2</sub> (e)	Energy Content (fossil) TJ	Energy Content (biomass) TJ	
F1	S1,S2					
F2	S1,S2					

# Calculation: emissions from biomass

- When edit row is clicked “Emissions from Source Streams” will be pre-populated with the relevant source stream and emission sources as per your approved permit. Answer the question “does this source stream contain biomass yes or no?”.
- For 100% biomass or mixed fuels containing biomass you should select “Yes” and also enter the Waste Catalogue Number where applicable as per the example below for solid recovered fuel.

	<a href="#">Remove S</a>
Waste Catalogue Number (where applicable)	<input type="text" value="191210"/>
Does this Source Stream contain biomass?	<input checked="" type="radio"/> Yes <input type="radio"/> No



# Calculation: activity data-fuel

- In relation to activity data if the fuel data is based on mass balance e.g. stocks and delivered quantities select yes “ Is Activity Data based on aggregation of metering of quantities? “ – see example below.
- For continuous metering e.g. natural gas meters “no” should be selected and activity data entered.

Please complete the values for Open, Close, Import and Export fields below, the units for these values must be tonnes or Nm<sup>3</sup>. The Total Activity Data value will be used in the calculation of emissions below and the units must be specified for the calculated Activity Data total.

Open  ? \* Close  ? \* Import  ? \* Export  ? Total

# Activity data – process materials

For process materials, the output material (e.g. clinker from a cement plant) is entered as a negative number:

## Example:



Clinker dispatched (export) (155,000 tonnes) + Clinker in closing stock (5,000 tonnes) - Clinker in opening stock (2,000 tonnes) - Clinker imported to site (7,670 tonnes) = 150,330 tonnes net clinker produced.

Open	-2000	?	* Close	-5000	?	* Import	-7670	?	* Export	-155000	?	Total	150330.00
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# Calculation: process emissions

Fill in the Calculation Data for tier used for activity data, emission factor and conversion factor (process emissions example below). Activity data value is taken from the value entered in “activity data”.

Fill in values for EF, Conversion factor. Complete units section for each parameter. CO2 emissions automatically calculated. If tiers not valid for full year update tiers valid table.

Parameter	Tier Applied	Tier Used	Value	Units
Activity Data	<input type="text"/>	* Tier 2	1530330.00000	* Tonnes
(prelim) Emission Factor	<input type="text"/>	* Tier 2	* 0.6 ?	* tCO2/Tonne
Conversion factor	<input type="text"/>	* Tier 1	* 1	N/A
Tiers Valid From	1	January	Year 2013	
Tiers Valid Until	31	December	Year 2013	
Calculated tCO <sub>2</sub> eq. emissions	918198.00000 ?			

# Calculation: combustion emissions

For Combustion emissions enter the emission factor (or preliminary emission factor if mixed fuels) and the NCV.

Where country specific values are used in calculation “Tiers Used “ should be selected as Tier 2a for NCV and Tier 2 or Tier 2a for Emission Factor. The factors will be imported when you select units and enter oxidation factor.

Parameter	Tier Applied	Tier Used	Value	Units
Activity Data	<input type="text" value="No tier"/>	* Tier 2	<input type="text" value="1500.00000"/>	* Tonnes
(prelim) Emission Factor	<input type="text" value="2a"/>	* Tier 2a	* <input type="text" value=""/>	* tCO2/TJ
Net calorific value	<input type="text" value="2a"/>	* Tier 2a	* <input type="text" value=""/>	* GJ/Tonne
Oxidation factor	<input type="text" value="1"/>	* Tier 1	* <input type="text" value=""/>	N/A

# Calculation: combustion emissions

Click “yes” to use greenhouse gas inventory figures and then “Find Data from National Inventory Figures”.

You can select the fuel from a drop down list, having selected the IPCC sector as below in the example for gas oil.

Click Get EF and NCV for selected fuel.

IPCC Sector: 1(A)2(fi) Manufacturing Industry & Construction: Other

Get fuels for selected IPCC Sector

GHG fuel: Gas Oil

Get EF and NCV for selected fuel

	Value	Units
Activity Data	1500	Tonnes
Emission Factor	73.3	tCO <sub>2</sub> /TJ
NCV	43.31	GJ/Tonne
Oxidation Factor	1	N/A
Emissions	4761.9345	tCO <sub>2</sub>

# Natural gas calculations

- For natural gas, manually enter the Country Specific Emission Factor and the calculated NCV (from bills) and the oxidation factor. Note units for NCV.

Parameter	Tier Applied	Tier Used	Value	Units
Activity Data	<input type="text" value="2"/>	* Tier 2	<input type="text" value="4000000.00000"/>	* Nm3
(prelim) Emission Factor	<input type="text" value="2a"/>	* Tier 2a	* <input type="text" value="57.027"/> ?	* tCO2/TJ
Net calorific value	<input type="text" value="2b"/>	* Tier 2b	* <input type="text" value="0.036"/> ?	* GJ/Nm3
Oxidation factor	<input type="text" value="1"/>	* Tier 1	* <input type="text" value="1"/>	N/A

# Alternative calculations

If you disagree with the calculated figure for any fuel or material, you have the option to select “yes” and enter your justification and your alternative figures.

\* Do you disagree with the calculated emissions figure and want to provide your own figure?  Yes  No

\* Please enter your justification below for specifying a different figure for your emissions.

Please provide your calculated emissions in the fields below. These figures will be used in the calculation of the installation's total reportable emissions instead of the calculated emissions above.

\* Your Calculated tCO<sub>2</sub> eq. emissions

# Change to Tiers

If a Tier used is not consistent with the Tier Applied (from AEM Plan), you are asked to describe any changes which have occurred to the tiers using the relevant text box.

## Tier Changes

\* A change has been made to the applied monitoring tiers during the reporting year.  
Please describe any changes that have occurred during the reporting year to your applied monitoring tiers.

OK Cancel



# Data gaps

## Are there any data gas during the reporting year?

When, yes include full details by clicking “add Row”. A description of the data gap, reason and estimation method, source stream and emission sources affected and duration is required.

### Data Gaps identified during the reporting year

\* Are there any data gaps identified during the reporting year?

Yes  No

Please enter details of any data gaps identified during the reporting year in the table below.

Source Stream Refs.	Emission Source Refs.	From	Until	Description	Estimated Emissions (tCO <sub>2</sub> (e))	Applicable Notifications

Add Row...

# Emission summary

**The emission summary section is for information only.**

No data needs to be entered here. However this data should match your emissions data calculated on-site. Amend relevant sections of the form where there are errors.

## Emissions Summary

This section provides a summary of your reportable emissions derived from the data entered earlier in the form. This is for information only, no data needs to be entered here.

## Source Streams

These are the installation's reportable emissions from source streams. This data is taken from the Calculation and PFC Emissions sections

	Emissions (fossil) tCO <sub>2</sub> (e)	Emissions (biomass) tCO <sub>2</sub>	Emissions (non-su biomass) tCO <sub>2</sub>
Combustion	4761.9345	0	0
Process Emissions	0	0	0
Mass balance	0	0	0
PFC Emissions	0		

# Additional information

- Attach additional information such as details of batch calculations, any temporary change agreements or other agreements with EPA during the reporting year, where relevant, by clicking “add attachment”.
- For **Bioliquids**, annual proof of meeting the sustainability criteria should be included here.

Attachment	Description

Add Attachment

# Submit report to Verifier

- Once complete, click “Proceed” in the submission tab to submit the report to your chosen Verifier.
- Data is now locked down. You do have the option to unlock the report to make changes.
- “Select Verifier” to select the accredited Verifier who you have contracted to verify your report. Then click OK.
- The Verifier will return the report to you when the VOS is added. Then you are required to submit the verified report to the EPA via ETSWAP before 31 March.

[Select verifier](#)

## Optional: Edit your emission report

You can click the button below to unlock your emission report and sending it to your verifier.

[Edit emission report form](#)

# Job done: remember

- Start early
- Save as you go along
- If stuck, drop us an email
- Keep your Verifier up to date on your progress
- If stuck, drop us an email **[help.ets@epa.ie](mailto:help.ets@epa.ie)**