

## Enter emissions (new user interface)

Version 1: 01.02.2024

This operation is available exclusively for operator, aircraft operator and maritime operator **holding accounts** in the Union Registry. In fact, every year, installations, aircraft operators and maritime operators must communicate the tons of CO<sub>2</sub>eq (and possibly PFCs and N<sub>2</sub>O) emitted in the previous year to the competent authority via the [EU ETS - Italia](#) portal and in the Registry.

To enter the emissions in the Registry, you must have previously appointed to the account the accredited body you chose for verification ("**Verifier**" in the Registry): this operation is carried out the first time the emissions are entered and is no longer required until there is a need to change the Verifier of the operator/aircraft operator/maritime operator. For further information, please refer to the tutorial [Appoint a verifier to an account](#) and [Modify an appointed verifier](#) on the [Tutorial and guides](#) page of the ARIET website.

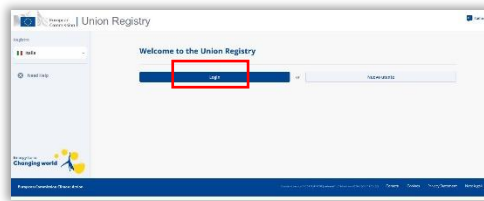
The entry of emissions must be carried out by an account **representative** with the right to initiate processes and eventually validated by the Verifier appointed to the account within the deadline. This operation can be carried out at any time or day of the week.

After the deadline, if emissions are not validated, the account is automatically placed in a "**blocked**" status and it will not be possible to make outgoing transfers of allowances. Only when emissions are validated, the account will be automatically unblocked.

### Follow the instructions in the table to enter emissions

Interface element	Action
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1

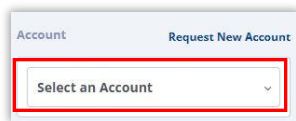


Log into the italian section of the Union Registry at <https://union-registry.ec.europa.eu/ar/>

Select “**Italy**” from the drop-down menu Find Registry and click **Login**.

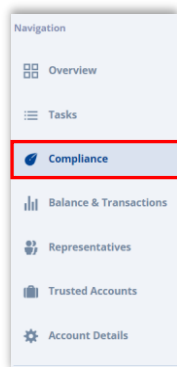
Login issue? Follow the instructions shown in the tutorial [Log into the Registry](#) in the [Tutorial and Guide](#) section of the ARIET website

2



Select the account you want to work with in the drop down menu under the **Account** menu. All accounts you are appointed to as representative are displayed.

3

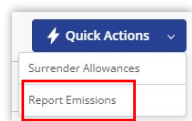


Click the **Compliance** tab from the left vertical menu (Navigation).

4

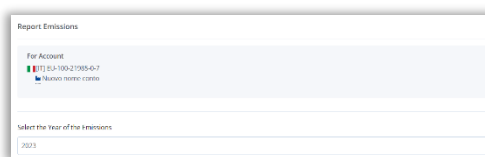


In the **Compliance Summary** area, click **Report Emissions**.



Or, alternately, click on the **Quick Actions** button and select **Report Emissions**.

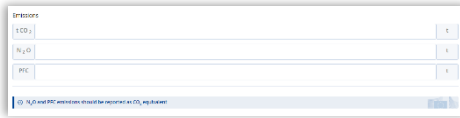
5



The Report Emissions page opens.

Select the reporting year from the dropdown menu.

6

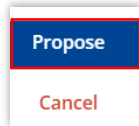


The screenshot shows a form titled "Emissions" with three input fields: "CO<sub>2</sub>", "N<sub>2</sub>O", and "PFC". Each field has a small "x" icon to its right. Below the fields is a small text box containing the text "N<sub>2</sub>O and PFC emissions should be reported as CO<sub>2</sub> equivalent".

Enter the quantities (integer) for each greenhouse gases (CO<sub>2</sub>, N<sub>2</sub>O, PFC) emitted for the selected year.

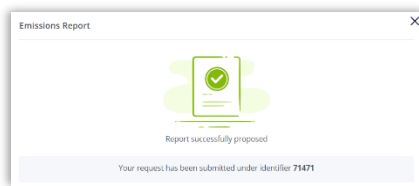
**Attention:** if there is nothing to report for any of the emission types you need to enter **zero** (fields can not be left empty).

7



Review the information entered and click **Propose**.

8



The request is submitted and the system displays the pending request.

The declared emissions must be approved by a verifier (or a National Administrator if no verifier is appointed to your account) in order to be taken into account for compliance.



**Done!**

**Attention:** the emissions figures shall now be validated by a Verifier: please pay attention to the relevant deadline.