

HOW TO DELIVER CO₂ MONITORING DATA FROM LIGHT DUTY VEHICLES USING THE CENTRAL DATA REPOSITORY OF THE EUROPEAN ENVIRONMENT AGENCY

These guidelines explain how to use Reportnet (the European Environment Agency's electronic infrastructure for data collection) for reporting information to the European Commission in pursuance of Regulation (EC) 443/2009 on CO₂ emission from passenger cars, in particular to its article 8, and Regulation (EU) 510/2011 on CO₂ emissions from light-duty vehicles, in particular to its article 8. The reporting is organised in collaboration between DG CLIMA and the European Environment Agency (EEA).

Step 0: Access to the Central Data Repository (CDR)

In order to deliver the data, an Eionet account with user name and password is required. The contact persons designated by each Member State will then receive an Eionet account in order to have access to the Central Data Repository. The list of such persons is available to the Members of Working Group 4 of Climate Change Committee in the CIRCABC website¹. To subscribe any additional person(s) to Eionet a WG4 member should inform the Commission by sending an email to the functional mailbox EC-CO2-LDV-IMPLEMENTATION@ec.europa.eu. The additional person(s) should also to subscribe to CIRCABC² for stay informed about any developments in the legislation.

Step 1: Create a new envelope

In the CDR website (<http://cdr.eionet.europa.eu>)

- login with your Eionet username and password using the login bottom in the upper right corner of the page as showed in figure 1. Contact the helpdesk if you have any problems in the log in procedure helpdesk@eionet.europa.eu.
- follow the link to your **country folder** followed by the “*European Union (EU), obligations*” collection and finally the reporting obligation “*CO₂ emissions from passenger cars*” and “*CO₂ emissions from light commercial vehicles*”.

¹ <https://circabc.europa.eu/w/browse/e31b0e0c-e93e-472a-adc5-741116bec0bf>

² A tutorial is available here <https://circabc.europa.eu/sd/a/1baaac9f-6c08-406c-a0c1-d34262bbe0ba/End%20User%20guide.pdf>

Figure 1: Login to the CO2 monitoring data collection.

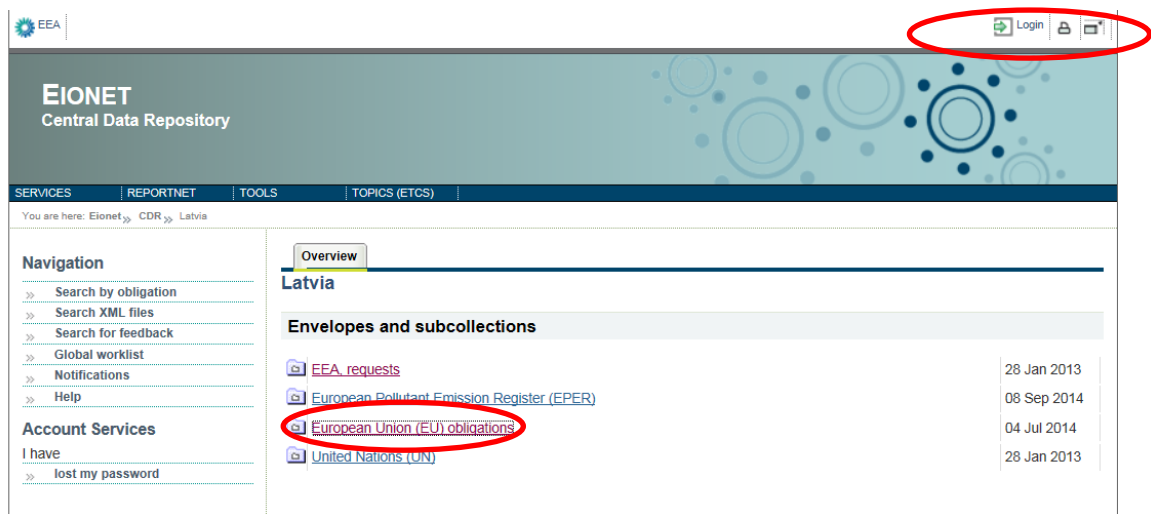
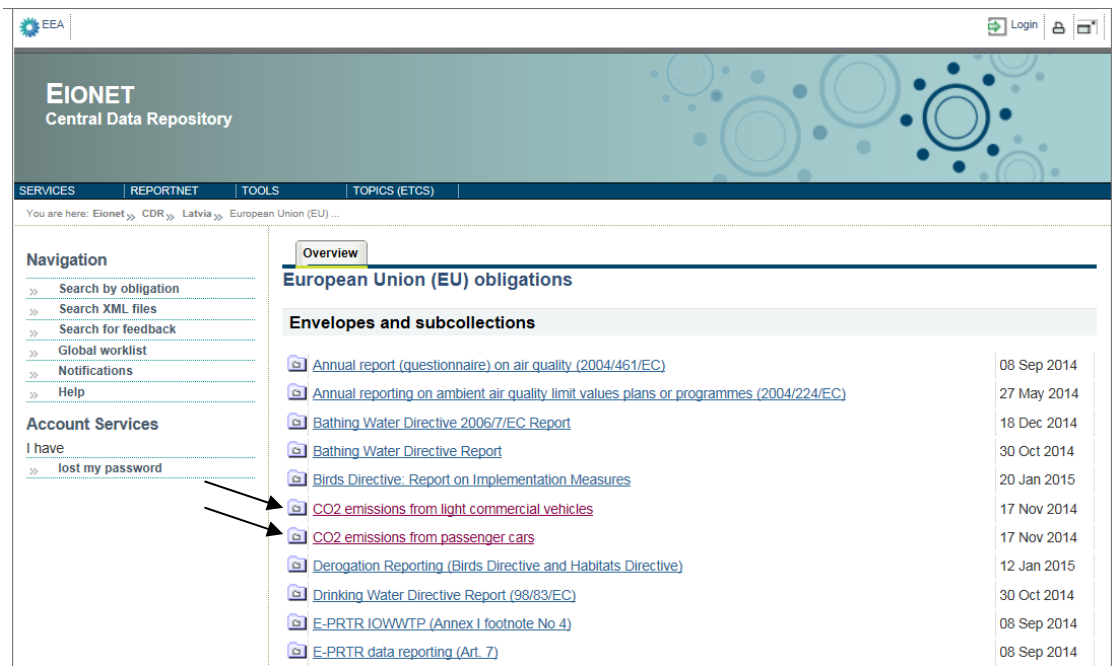
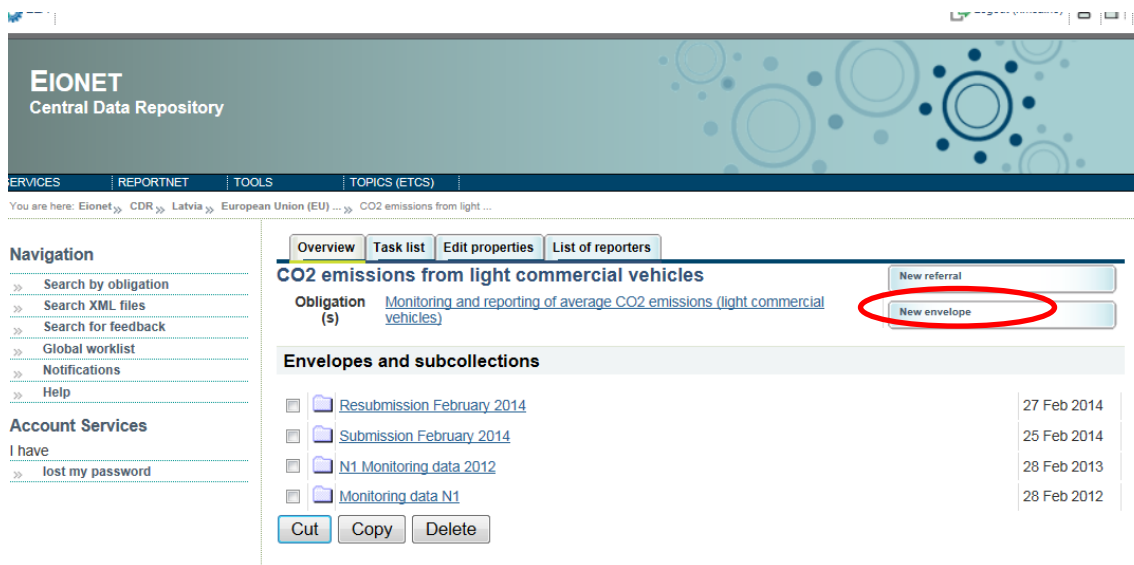


Figure 2: Choose the folder



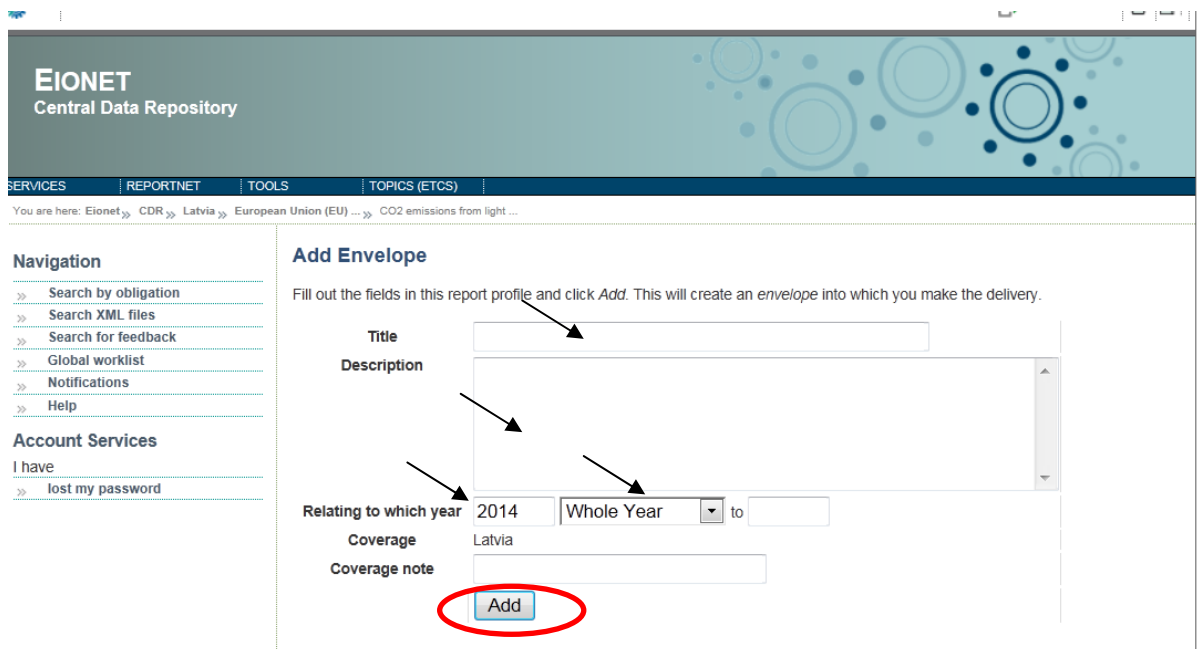
Subsequently, create a new envelope for your delivery clicking on the button "New Envelope" (figure 3).

Figure 3: Collection page after login, click on "New Envelope".



Fill the new envelope form making sure to indicate the year of the data you are about to upload. This is an **important step**, please make sure you **specify the year when data were collected** and not the year of the reporting. In case the data refers to only few months of the year please specify it in the **“Relating to which year”** field.

Figure 4: New envelope form



Step 2: Draft your delivery

Open the newly created envelope. Activate it by clicking on the *Activate task: Draft* link or by pressing the *Activate task* button. This action will inform other users that you have reserved the envelope for yourself for uploading/updating documents.

Figure 5: Envelope overview - activate the "Draft" task

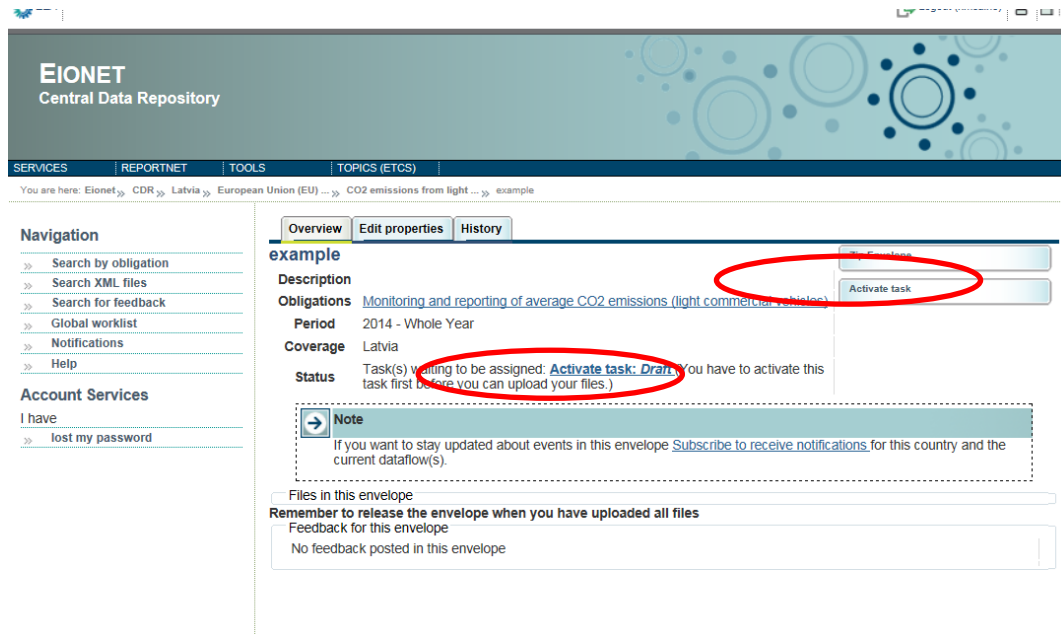
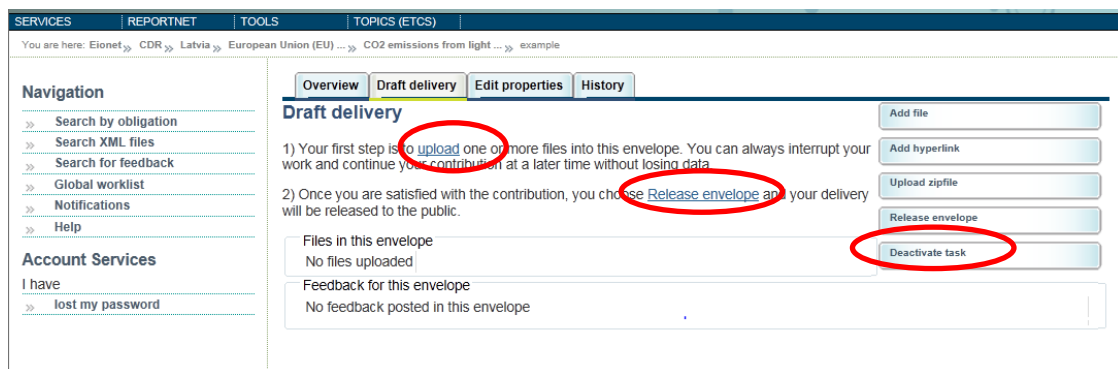


Figure 6: Upload the data file.



Other users will not be able to intervene on the envelope until you:

- *Release the envelope* (the system will move forward to the next step in the reporting process, validating data) - or
- *Deactivate the task* from the corresponding right-side button which saves the work already done and makes it possible for someone else to take over the task.

The data in the envelope is not available to the public until the release of the envelope.

You have now created all the necessary prerequisites to start the data delivery. The Draft page will look like in figure 8.

Upload your data from your own system using the “add file” option. The uploading menu provides you with a check box to restrict a file from public access should this be necessary. Files with access restriction can only be downloaded by privileged users. Please choose this option. The data will be made public following the provisions in Regulation (EC) 443/2009 and Regulation (EU) 510/2011,

Please name the envelope in the following way: Submission_[month]_[year]
Please name the file containing the detailed data as *detailed_data*;
Please name the file containing the aggregated data as *aggregated_data*.

It is possible to include additional files (eg. a readme text document), if necessary, using the “add file” option.

Figure 7: Envelope overview – how to add file

Add Document

Warning:
If the filename already exists in the envelope, the existing file will be overwritten.

Title

File: H:\pastorello\CO2_cars\pic... **Browse...**

Id: (optional)

Restricted from public view

Add

Figure 8: Document page for detailed_data.xml

File: detailed_data.XML [Back to envelope](#)

View file as

- Original

Change file

- Local upload: **Browse...** **Upload**

Edit file properties

Title

Schema location http://air-climate.eionet.europa.eu/schemas/reg2009443ec/vehicles.xsd

File size 1.87 MB (1959898 Bytes)

Last uploaded 15 Sep 2010 13:44

Restricted from public view

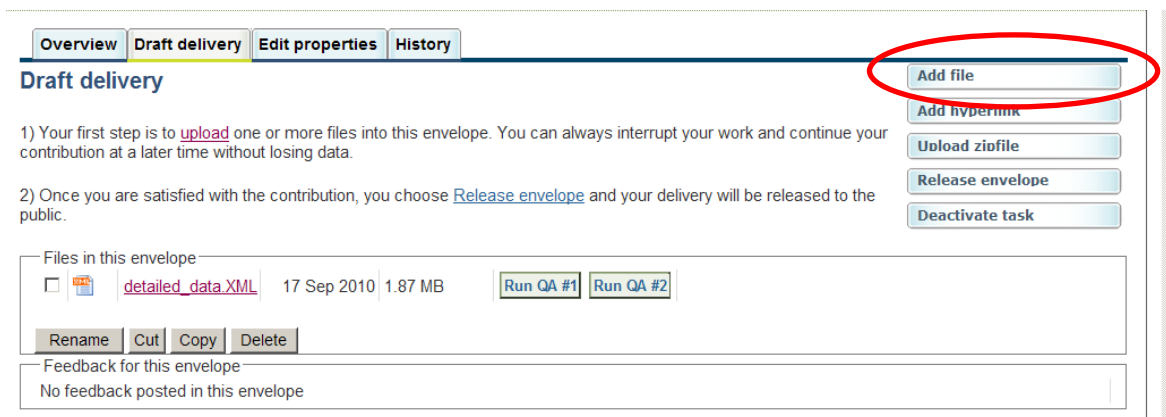
Change

Quality assessment

- Run XML Schema Validation **Run QA #1**
- Run CO2 Emissions **Run QA #2**

Feedback posted for this file
No feedback available for this file.

Figure 9: Draft delivery: how to add more documents



Step 3: Complete the task and inspect the quality assessment results

Once you are satisfied with what you have uploaded, complete your delivery by releasing the envelope. The purpose of release is to signal that the data have been delivered.

When you finish the drafting work, you need to click on the right side button “Complete task”. Now the envelope is available to the public (unless you have chosen to restrict the access as it should be done in step 2) and processed by the automatic quality assessment routine.

It is possible to validate your XML data by running quality assessment checks by clicking button “Run QA” next to each file. Checking your data before releasing them to the public may save you future work in correcting it. In all cases feedback is given in the log section below each envelope.

Please note that Reportnet receives scores of different XML files: the schema followed by the XML file submitted must be declared in the file. This is done with an xsi:noNamespaceSchemaLocation attribute in the root element, and it looks like this for the CO2 monitoring detailed file:

M1 (cars) aggregated data:

```
xsi:noNamespaceSchemaLocation="http://dd.eionet.europa.eu/schema/CO2-monitoring-cars\_2015/cars-aggregated.xsd"
```

M1 (cars) detailed data:

```
xsi:noNamespaceSchemaLocation="http://dd.eionet.europa.eu/schema/CO2-monitoring-cars\_2015/cars-detailed.xsd"
```

N1 (vans) aggregated data:

```
xsi:noNamespaceSchemaLocation="http://dd.eionet.europa.eu/schema/CO2-monitoring-vans\_2015/vans-aggregated.xsd"
```

N1 (vans) detailed data with VINs:

xsi:noNamespaceSchemaLocation="http://dd.eionet.europa.eu/schema/CO2-monitoring-vans_2015/vans-vin.xsd"

N1 (vans) detailed data without VINs:

xsi:noNamespaceSchemaLocation "http://dd.eionet.europa.eu/schema/CO2-monitoring-vans_2015/vans-detailed.xsd"

Step 4: Complete or redeliver

Based on the feedback – automatic and manual – posted in the envelope, you have the option to “*Redeliver or finish*” the task by clicking on the designate button.

Figure 10: Activate the task after completion

Status Task(s) waiting to be assigned: **Activate task: Redeliver or finish** (Envelope is released to public. Decide to finish or to go back to drafting to redeliver)

You can either choose to go back to the drafting phase and change your delivery, or release the envelope, which makes it impossible to alter its content. For further delivery after the completion, you will need to create a new envelope.

Figure 11: Redeliver or finish

The screenshot shows a web interface with a navigation bar containing 'Overview', 'Finish or go back to drafting?', 'Edit properties', and 'History'. Below the navigation bar, the title is 'Re-deliver or finish data upload' and there is a 'Deactivate task' button. The main content area contains the text: 'The envelope has now been released to the public and the task deactivated. You should now either:'. There are two main options, each with a list of sub-points and a corresponding button:

- Revoke the release and re-deliver the data** (with a 'Re-deliver' button)
 - You may wish to re-deliver data taking into account issues identified during validation, as detailed in the results in the Feedback section below.
 - The envelope will be revoked and the data will not be made available to the public.
 - The upload process will be re-started.
- Finish the data upload** (with a 'Finish' button)
 - The envelope and task will be finalised and it will not be possible to revoke this status.
 - Any re-deliveries of data after this point will have to be made within a new envelope.

A complete schema of the process is reported in below.

For more information and to familiarize with Reportnet please consult "Reportnet for beginners" that can found at this address: <http://www.eionet.europa.eu/reportnet>.

This document explains the relation between a legal obligation (Reporting Obligation Database - ROD), the template and guidelines to be used (Data Dictionary - DD) and the data repository (Central Data Repository – CDR). Please also note the Unified Notification System (UNS) that allows received warning relative to a reporting obligation. Another useful tool is the search engine (Content Registry - CR) that allows searching for all items in ROD, DD and CDR.

Another useful reading is "Reportnet architecture" on the same page, in particular sections 2.4, 2.5, 5.3.

Step 5: Notification to the Commission

For the submission to be considered valid for the purpose of meeting the reporting obligations under Article 8 of Regulation (EC) No 443/2009 and Regulation (EU) 510/2011, the Member State should follow the procedure described in section 3 of the Commission Communication [COM\(2010\)657](#).

Default data flow with generic receipt confirmation

