



**CIVIL AVIATION AUTHORITY OF NEPAL
FLIGHT SAFETY STANDARDS DEPARTMENT
AIRWORTHINESS INSPECTION DIVISION**

Emissions Monitoring Plan Checklist

Name of Air Operator	
Address	
AOC Reference	
EMP Approval Reference and Date	
EMP Version	
Reporting Year	
CORSIA Focal Point	

S.No.	Emissions Monitoring Plan provision	Review	Material change or notice of change	Status: OK/Yes/No / Not Applicable	Notes and results of checks
I. Aeroplane operator identification					
1.	Identification of aeroplane operator with legal responsibility.	Subject to review and approval by CAAN; reviewer to review and confirm document(s).	Can be material – if legal entity or means to identify legal entity changes; resubmit and subject to re-approval.		
2.	Name and address.	Subject to review and approval by CAAN; reviewer to review and confirm document(s).	Can be material – if changes to name and/or address are due to a change in the legal entity or means for CAAN to identify legal entity changes; resubmit and subject to re-approval.		
3.	Identifying information for attributing the aeroplane operator to CAAN: either unique ICAO Designator (or Designators) used in the call sign for air traffic control purposes; copy of the air operator certificate; or place of juridical registration.	Subject to review and approval by CAAN; reviewer to review and confirm document(s).	A change in the identifying information would be material; resubmit and subject to re-approval.		
4.	Details of ownership structure relative to any other aeroplane operators with international flights, including identification	Information provided? Check “Yes” or “No”.	Not material unless a change in corporate structure changed which entity is the		

	of whether the aeroplane operator is a parent company, a subsidiary and/or has a parent and/or subsidiaries.		aeroplane operator subject to requirements from CAAN CORSIA Requirements. Changes that do not affect which entity is the aeroplane operator would be handled as simple notice to the authority in the annual Emissions Report.		
5.	If the aeroplane operator in a parent-subsidiary relationship seeks to be considered a single aeroplane operator for purposes of the CORSIA, confirm that those parent and/or subsidiaries are subject to CORSIA requirements by the same State and that the subsidiary(ies) are wholly-owned by the parent.	Subject to review and approval by CAAN; reviewer to confirm eligibility of aeroplane operator in parent-subsidiary relationship to be considered a single aeroplane operator.	Would be material if the corporate structure changed in a way that the entity no longer was eligible to be considered a single aeroplane operator under CORSIA.		
6.	Contact information for person within the aeroplane operator's company who is responsible for the Emissions Monitoring Plan.	Information provided? Check "Yes" or "No".	Not material – changes in this would be handled as simple notice to the authority in the annual Emissions Report.		
7.	Brief description of aeroplane operator's activities (e.g., scheduled/non-scheduled, passenger/cargo/execu	Information provided? Check "Yes" or "No".	Not material.		

	tive, and geographic scope of operations).				
II. Fleet and operations data					
8.	List of the aeroplane types with certificated maximum take-off mass (MTOM) greater than 5700 kg and types of aviation fuel (e.g., Jet-A, Jet-A1, Jet-B, Aviation Gasoline) used in aeroplane operated in international flight at the time of submission of the Emissions Monitoring Plan, recognizing that there may be changes over time.	Information provided? Check “Yes” or “No”	Not material – changes in this could be handled as simple notice to the authority in the annual Emissions Report.		
9.	Identify the aeroplane operator’s means for having its international flights attributed to it: ICAO Designator; or registration marks.	Subject to review and approval by CAAN; reviewer to review and confirm means for attribution of flights and documentation.	A change in the means for having international flights attributed; resubmit the Emissions Monitoring Plan and subject to re-approval.		
10.	Information on procedures for how changes in aeroplane fleet and fuel used will be tracked and integrated in emissions monitoring.	Subject to review and approval by CAAN; reviewer to review and confirm that sufficient procedures are in place.	Can be material – if the aeroplane operator changes the procedures, that would be subject to re-review and reapproval by CAAN.		
11.	Information on the means the aeroplane operator will use to track/document each	Subject to review and approval by CAAN; reviewer to review and	Can be material – if the aeroplane operator changes the means for		

	aeroplane operated and the specific flights of the aeroplane to ensure completeness of monitoring.	confirm that sufficient means are in place.	tracking/docu menting, that would be subject to re-review and re-approval by CAAN; reviewer to review and confirm that sufficient means are in place.		
12.	Information on procedures for determining which aeroplane flights meet the definition of international flights, as defined in CAAN CORSIA Requirements, Issue 01, Chapter 4, 1.1 and therefore are subject to the emissions monitoring requirements.	Subject to review and approval by CAAN; reviewer to review and confirm that sufficient procedures are in place.	Can be material – if the aeroplane operator changes procedures, that would be subject to re-review and reapproval by CAAN.		
13.	List all of States at the time of initial Emissions Monitoring Plan submission where the aeroplane operator operates international flights, listed as State pairs (e.g., State A to State B; State C to State D).	Information provided? Check “Yes” or “No”.	Not material – changes in this would be handled as simple notice to CAAN in the aeroplane operator’s annual Emissions Report.		
14.	Information on procedures for identifying international flights subject to offsetting requirements, as defined in CAAN CORSIA Requirements, Issue 01, Chapter 5, 2.6.	Subject to review and approval by CAAN; reviewer to review and confirm that sufficient procedures are in place.	Can be material – if the aeroplane operator changes procedures, that would be subject to re-review and reapproval by CAAN.		
15.	If the aeroplane operator conducts any	Subject to review and approval by CAAN;	Can be material – if the aeroplane		

	domestic flights and/or humanitarian, medical or firefighting international flights that would not be subject to the emissions monitoring requirements, information on the procedures for how those flights will be separated from those subject to the emissions monitoring requirements.	reviewer to review and confirm that sufficient procedures are in place.	operator changes procedures, that would be subject to re-review and reapproval by CAAN.		
III. Methods/Means of calculating emissions from international flights					
A. Methods/Means for establishing the 2019-2020 period					
16.	Does the aeroplane operator seek to use the ICAO CORSIA CERT (for which the threshold is less than 500,000 tonnes of CO ₂ from international flights, as defined in CAAN CORSIA Requirements, Issue 01, Chapter 5, 2.5.2? If so, provide an estimate of CO ₂ emissions for all international flights (other than humanitarian, medical or firefighting flights) in 2018. Provide supporting information on how the estimation of emissions was reached, including on how fuel consumption was estimated.	Subject to review by CAAN; reviewer to review and confirm that the estimation method was reasonable and to consider with respect to any claim by the aeroplane operator that it will qualify to use the ICAO CORSIA CERT.	This is a one-time demonstration for purposes of the 2019-2020 period only, so a change during the monitoring period would not result in a requirement to resubmit the plan on these grounds for purposes of the 2019-2020 period.		
17.	If the aeroplane operator will be using the ICAO CORSIA CERT,	Subject to review and approval by CAAN; reviewer to review and	Can be material – if the aeroplane operator changes		

	identify the input method into the ICAO CORSIA CERT (i.e., Great Circle Distance input method or Block Time input method).	confirm that aeroplane operator has properly identified an applicable input method into the ICAO CORSIA CERT.	methods that would be subject to review and approval by CAAN; reviewer to review and confirm.		
18.	For aeroplane operators using a Fuel Use Monitoring Method, provide information on the specific Fuel Use Monitoring Method as described in CAAN CORSIA Requirements, Issue 01, Appendices whether the aeroplane operator plans to use different methods for different aeroplane fleet types.	Subject to review and approval by CAAN; reviewer to review and confirm that aeroplane operator has properly identified an applicable method or methods.	Can be material – if the aeroplane operator changes methods that would be subject to review and approval by CAAN; reviewer to review and confirm.		
19.	For aeroplane operators using a Fuel Use Monitoring Method, provide information on the procedures for determining and recording fuel density values (standard or actual) as used for operational and safety reasons and provide a reference to the relevant aeroplane operator documentation.	Subject to review and approval by CAAN; reviewer to review and confirm that aeroplane operator has identified means for determining and recording fuel density and provided a reference to the relevant documentation.	Can be material – if the operator changes its procedures for determining and/or recording fuel density values that would be subject to re-review and reapproval by CAAN.		
20.	For aeroplane operators using a Fuel Use Monitoring Method, identify information about the systems and procedures to monitor	Subject to review and approval by CAAN; reviewer to review and confirm that aeroplane operator has systems	Can be material – if the aeroplane operator changes systems for differentiating fuel use to owned or leased		

	fuel consumption in both owned and leased-in aeroplane. If the aeroplane operator has chosen the Fuel Allocation with Block Hour method, information about the systems and procedures to establish the block hour information to be used.	and procedures in place to implement.	aeroplane, that would be subject to re-review and re-approval by CAAN.		
21.	If the aeroplane operator is in a parent-subsidiary relationship and seeks to be considered a single aeroplane operator for purposes of complying with CAAN CORSIA Requirements, Issue 01, identify the procedures that will be used for maintaining separate 2019- 2020 fuel and emissions monitoring of the various corporate entities for the purpose of establishing individual 2019-2020 CO ₂ emissions for the parent and subsidiary (or subsidiaries).	Subject to review and approval by CAAN; reviewer to review and confirm that aeroplane operator has systems and procedures in place for maintaining separate 2019-2020 fuel and emissions monitoring of the various corporate entities.	Can be material – if the aeroplane operator changes systems and procedures for segregating the information.		
B. Methods/Means for emissions monitoring and compliance after 2020					
22.	If the aeroplane operator has international flights, but does not have any international flights subject to the offsetting requirements, does the aeroplane operator	Subject to review by CAAN; reviewer to review and confirm that the aeroplane operator has international flights, but does not have any international flights subject to the offsetting requirements.	Can be material – if the aeroplane operator begins to operate flights subject to the offsetting requirements.		

	plan to use the ICAO CORSIA CERT?				
23.	If the aeroplane operator has international flights, including international flights subject to the offsetting requirements, are the aeroplane operator's emissions from international flights subject to offsetting requirements less than 50,000 tonnes and does the aeroplane operator plan to use the ICAO CORSIA CERT? If so, provide an estimate of CO ₂ emissions for all international flights that would be subject to the offsetting requirement for the year before the emissions monitoring is to occur (for example, for monitoring in 2021, provide an estimate of such emissions for 2020). Provide supporting information on how the estimation of emissions was reached, including on how fuel consumption was estimated.	Subject to review by CAAN; reviewer to review and confirm that the estimation method was reasonable and to consider with respect to any claim by the aeroplane operator that it will qualify to use the ICAO CORSIA CERT.	If the aeroplane operator's CO ₂ emissions for international flights exceed the threshold, such that the aeroplane operator is no longer eligible to use the ICAO CORSIA CERT, this would be material.		
24.	If the aeroplane operator will be using the ICAO CORSIA CERT, identify which input method into the CERT will be used (i.e., Great Circle Distance input	Subject to review and approval by CAAN; reviewer to review and confirm that aeroplane operator has properly identified an applicable input method into the ICAO CORSIA CERT.	Can be material – if the aeroplane operator changes methods that would be subject to review and approval by CAAN; reviewer		

	method or Block Time input method).		to review and confirm.		
25.	If the aeroplane operator will be using a Fuel Use Monitoring Method for flights subject to the emissions monitoring requirements and the offsetting requirements under CAAN CORSIA Requirements, Issue 01, provide information on the specific Fuel Use Monitoring Method, whether the aeroplane operator plans to use different methods for different aeroplane types.	Subject to review and approval by CAAN; reviewer to review and confirm that aeroplane operator has properly identified an applicable Fuel Use Monitoring Method(s) as described in CAAN CORSIA Requirements, Issue 01, Appendix 2.	Can be material – if the aeroplane operator changes methods or seeks to revise its approach to fuel density, that would be subject to review and approval by CAAN; reviewer to review and confirm that aeroplane operator has noted proper and sufficient fuel use methodology.		
26.	Provide information on the procedures for determining and recording fuel density values (standard or actual) as used for operational and safety reasons and provide a reference to the relevant aeroplane operator documentation.	Subject to review and approval by CAAN; reviewer to review and confirm that aeroplane operator has identified means for determining and recording fuel density and provided a reference to the relevant documentation.	Can be material – if the aeroplane operator changes its procedures for determining and/or recording fuel density values that would be subject to re-review and reapproval by CAAN.		
27.	If the aeroplane operator is applying Fuel Use Monitoring Methods as described in CAAN CORSIA Requirements, Issue 01, Appendix 2 for flights subject to both emissions monitoring and offsetting requirements, does the aeroplane operator plan to use the ICAO	Subject to review and approval by CAAN; reviewer to review and confirm that aeroplane operator has noted proper and sufficient simplified fuel use methodology.	Can be material – if the aeroplane operator’s choice of options under the simplified fuel use methodology changes, that would be subject to review and approval by CAAN; reviewer to review and		

	CORSIA CERT for international flights that are only subject to emissions monitoring but not subject to the offsetting requirement? If so, which input method into the ICAO CORSIA CERT (i.e., Great Circle Distance input method or Block Time input method)?		confirm that the aeroplane operator has noted proper and sufficient simplified fuel use methodology.		
28.	Information about the systems and procedures to monitor fuel consumption in both owned and leased aeroplane.	Subject to review and approval by CAAN; reviewer to review and confirm that aeroplane operator has systems and procedures in place to implement.	Can be material – if the aeroplane operator changes systems for differentiating fuel use to owned or leased aeroplane, that would be subject to re-review and re-approval by CAAN.		
IV. Data management, data flow and control					
29.	How data management will be done by the aeroplane operator and by whom?	Subject to review and approval by CAAN; reviewer to review and confirm that aeroplane operator has a data management plan in place to track and report required information.	Can be material – if the aeroplane operator changes the underlying approach to data management, that would be subject to re-review and reapproval by CAAN.		
30.	Handling data gaps and erroneous data values: if data is missing/incorrect such that the aeroplane operator cannot determine emissions	Subject to review and approval by CAAN; reviewer to review and confirm that aeroplane operator has noted methodology for	Can be material – if the aeroplane operator changes the means for handling data gaps significant risks, that would		

	for a flight in accordance with the specified procedures, what secondary data reference sources would be used as an alternative? In cases where a secondary data reference source is not available, what method would be used to fill data gaps?	handling data gaps and erroneous data values.	be subject to re-review and reapproval by CAAN.		
31.	Documentation and record keeping plan.	Information provided? Check "Yes" or "No".	Not material.		
32.	Brief assessment of the risks associated with the data management processes and means for addressing significant risks.	Subject to review and approval by CAAN; reviewer to review and confirm that aeroplane operator has noted methodology for addressing	Can be material – if the aeroplane operator changes the means for addressing significant risks, that would be subject to re-review and re-approval by CAAN.		
33.	Procedures for making revisions to the Emissions Monitoring Plan and resubmitting relevant portions to CAAN when there are material changes to the Emissions Monitoring Plan and for providing notice in the Emissions Report of non-material changes that require notice to CAAN.	Information provided? Check "Yes" or "No"	Not material.		
34.	Attach a data flow diagram summarizing the systems are used to record and store data associated with the monitoring and	Information provided? Check "Yes" or "No".	Not material.		

	reporting of CO ₂ emissions.				
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Remarks

Checked and verified by

Name	Designation	Signature	Date