EUROPEAN COMMISSION
DIRECTORATE-GENERAL FOR MOBILITY AND TRANSPORT

SRD - Shared Resource Directorate
SRD.2 - Information management and systems

Initial Stock Registration

(Liquid fuel value chain)

Summary of changes:

Version	Date	Created by	Short Description of Changes
1.0	05/04/2023	SRD UDB Team	1St Draft version of the document
1.1	19/04/2023	SRD UDB Team	Improvements and changes from the first round of contributions (VS)
1.2	10/06/2023	SRD UDB Team	Improvements and changes from the last round – addition of Initial Stock Registration functions
1.3	12/06/2023	SRD UDB Team	Additional function added: Production Plant Start date

Contents

1. Purpose of initial stock registration:

The purpose of the initial stock registration is to allow economic operators to register an initial available sustainable stock of raw materials or fuels that would allow them later to trade. This feature will be available only during transitioning into the union database to enable economic operators to start registering transactions.

The initial stocks are applicable for all Economic operators regardless of the point in the value chain in order to ensure the stocks at a given point in time is registered on the Union Database for Biofuels.

When to use initial stock registration

It is essential for all Economic Operators to start the stock recording as of the date "To be Announced".

Note: If an EO is onboarded only in Q4 2023, the EO may still use the initial stock registration ex-post as on "To be Announced".

Who could do the initial registration of stocks?

- All Economic Operators who have raw materials/intermediate products or fuels at any point in the value chain and would like to use these consignments for further trading.
- Exception: Point of origin Economic Operators* like farmers & restaurants.
    - These types of EOs are not expected to participate in reporting trade transactions to UDB. The trades from PoO shall be registered by the First Gathering or Collection Point.

What are the pre-conditions for initial stock registrations?

- The Economic Operator should be onboarded completely by the scheme, i.e., the organization and certificate details are completed by the scheme and is then invited to use the application.
- Economic Operators shall verify the correctness of the information. In some cases, the Economic Operator may be allowed to update some information by the scheme as a one-time exception.
- Which information is essential?
    - **Attention:** Your company identifier (NTR Type & ID) must be registered correctly. Please do not start the initial stock registration until this is resolved. Economic Operators may share these numbers with their suppliers & customers if not already known.
    - Certificate details: the sites, as included in the certificates, scope & materials applicable, are correctly updated to ensure you can receive the stocks into & trade from this site.
    - Mass-Balance start date & duration (One-time activity).

When can the Economic Operator register?

- After the pre-conditions are met, access to the initial stock registration feature is then enabled.
- How will the Economic Operator know it is enabled? This shall be communicated by the Scheme for the Economic Operator to begin the initial registration of stock.
- There is some flexibility allowed for choosing the date for the initial stock registration. It can be the date on which the net Mass-balance shall be reached or other date.

What & which period of consignments can the Economic Operator register as initial stocks.

- Each unique consignment/group of consignments may be registered. A unique consignment is known to Economic Operators as having the same origin, emission characteristics, scheme etc.
- In all cases, the amount of initial stock registered should easily be a verifiable and auditable figure. These will be verified and confirmed by auditors in the subsequent audits carried out by certification bodies.
- How many times does the Economic Operator have to register initial stocks? Initial stock registration is a one-time exercise. However, if Economic Operators have several unique consignments, each unique consignment must be recorded.
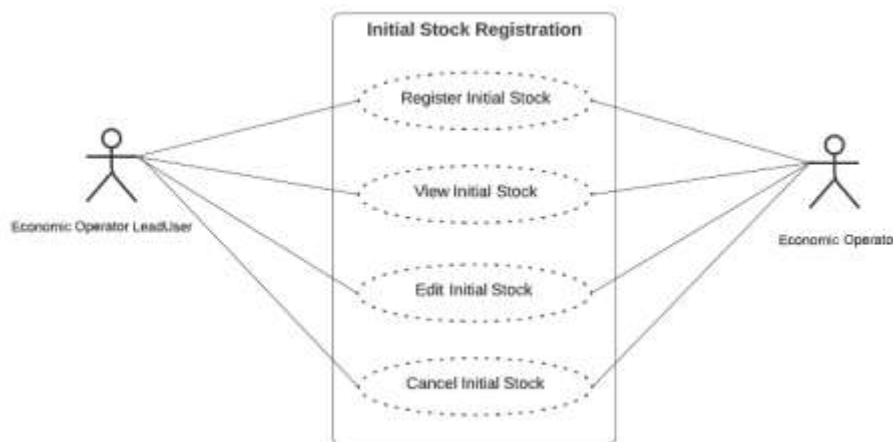
Can Initial Stock be edited after creation?

- Once created the quantity can no longer be edited and only the unit of measurement and Pos data can still be updated if not yet marked complete – only warn when first transaction was created

2. How to use initial stock registration

Initial stock registration is the first step after the Economic Operator is fully onboarded.

There are several use cases associated with the initial stock registration process. These are shown in the diagram below and then further described:

Register Initial Stock

Actor(s): - EO LeadUser, EO User

Before an Economic Operator can register any transaction (buying and selling of stock) or Material processing (Conversion) in UDB, the amount of stock held by the Economic Operator at the time of onboarding to UDB must be registered on the system.

* EOs will no longer be able to register the initial stock after 6 months of onboarding to UDB

Under the 'TRANSACTIONS' menu, the user navigates to 'Initial Stock Registration'.

Fig 1. Initial Stock Registration menu option

When the section opens the User can then add the initial stock details by clicking on the 'Register Initial Stock' button.

Fig 2. Register Initial Stock option

Once the 'register Initial Stock' area opens the user then fills in the details. See figure below.

Fig 3. Register Initial Stock Section

Once saved the stock is registered on the system. The fields details are explained in the table below:

Field Name	Description
Economic Operator	Economic Operator Name - Prefilled field with the EO Name.
Site	The location where the materials are held/processed. Dropdown list. The User will only be able to select one site per initial stock registration. *Options will only be from the sites listed in the registered certificate linked to the EO.
Material	The materials held at the site (only one can be selected)
Mass Balance Starting date	Will be view only unless data is missing when inputting certificate data. Then EO will need to update it for the site during initial stock registration
Mass Balance duration	Will be view only unless data is missing when inputting certificate data. Then EO will need to update it for the site during initial stock registration
Quantity	The quantity of materials
Unit	The standard against which the quantity is measured. For Raw Materials (Tonnes, Litres, Gallons) For Fuels (Cubic meters at 15°C, Litres at 15°C, Tonnes)
Registration Date	Date of initial registration of stock
Production Plant Start date	Starting date of the Production plant. This field is only activated if the material selected = Fuel.
Support Received	Dropdown list for support received (multiple selection allowed) - Feed-in tariff - Feed in premium - Contracts for difference for biomethane - Consumption support (tax breaks) - Consumption support (tax breaks)

Company Reference Number	Internal number used to reference activities/transactions/trades etc.
Raw Material Block (If material = raw material)	Raw material country of Origin: - Country of origin of the raw material
	Scheme of Origin: - The Scheme used from the start (dropdown list)
	Certificate of Origin: - Certificate number
	Waste or Animal by Product Permit Number for animal fats
	Biomass- land related criteria: - This is to confirm if the raw material / fuel complies with the criteria set out in Article 29 (2) to (7) of Directive (EU) 2018/2011
Fuel Block (If material = fuel, the raw material block is also shown)	Country of fuel production
	Scheme of Origin: - The Scheme used from the start (dropdown list)
	Certificate of Origin: - Certificate Number
Pos Data Completeness	Dropdown list (YES / NO). *If "YES" is selected: indicates Pos data is complete. This will set the Pos data to complete, and it will no longer be editable. *If "NO" is selected: indicates Pos data is not complete. This will set the Pos data to incomplete but will still be editable. However, the stock cannot be used in a transaction until the Pos data is complete.
Pos Data	Method Type: **Total default value** (If material = raw material, total GHG should be zero. If Fuel, total GHG should be > zero) **Disaggregated default value** (For both Fuel and raw material, total GHG should be > zero) **Actual value** (For both Fuel and raw material, total GHG should be > zero) **Disaggregated default value & Actual Value** (For both Fuel and raw material, total GHG should be > zero) **NUTS2** – For this method type the Material list is restricted and values are prefilled based on the country and region selected. **NUTS2 & Disaggregated default value** - The Material list is restricted, and values are prefilled based on the country and region selected.

	NUTS2 Region or equivalent: - The region of the country for NUTS2
	GHG Emissions – EEC, EL, EP, ETD, EU
	GHG Reductions – ECSA, ECCS, ECCR
	Total: (GHG Emissions and GHG Reductions)
	Remarks

After the initial stock has been registered, a POS is created by the system and several actions can be performed on it such as: viewing, editing, and Cancellation of the initial stock.

View Initial Stock

Actor(s): - EO Lead User, EO User

To view any of the Initial Stocks go to: Transactions > Initial Stock Registration Section and click on the 'View' icon.

Fig 4. View Initial Stock details

Edit Initial Stock

Actor(s): - EO Lead User, EO User

To edit any of the Initial Stock details go to: Transactions > Initial Stock Registration and click on the 'Edit' icon. This then opens up the 'edit initial stock 'section. The only fields that are editable are:

- Unit
- POS data

*The PoS data are editable until a sale is to be made for the consignment or the end of the mass-balance period. A PoS cannot be editable after the sale transaction is initiated. A correction procedure is to be followed in case of corrections.

Cancel Initial Stock

Actor(s): - EO Lead User, EO User

To cancel an Initial Stock Registration, go to: Transactions > Initial Stock Registration Section and click on the 'Delete' icon. If the user confirms the action, the Initial stock is deleted from the system.

*however, if the initial stock has been used in a Transaction and/or Material processing, the action will NOT be performed.**
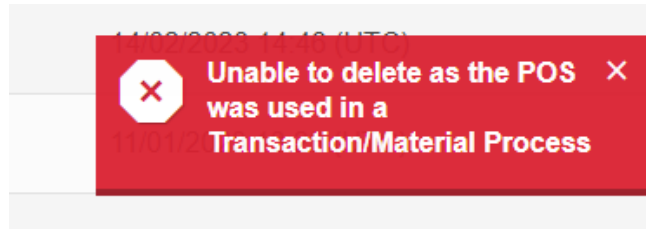
Fig 7. Delete not performed – Initial Stock

3. FAQS

Question	Answer
My supplier has not yet been onboarded. Can our entity register the trades using the initial stocks option?	No, The EO must wait to receive the trade transaction from the supplier. EO will be allowed to register ex-post until the UDB is fully operational.
Is it Mandatory to use initial stocks?	No, it is not mandatory. However, your customers may be waiting to receive these consignments.
What if I do not have emission details when registering initial stocks?	Emission details may be updated when available. Trading such consignments is only possible after the emission details are marked as complete.
If my consignments are unique, i.e., have originated from the same source at different times, can I group them?	Yes, a unique consignment is known to EO as having the same origin, same emission characteristics, same originating scheme etc.
I am a fuel supplier, and I would like to aggregate initial stock registration. We have limited details with us. Can I, do it?	It is allowed to aggregate by unique fuel, emission characteristics, + optionally any other unique references already known example, Point of origin of raw material source / Origin scheme etc.
We have a lot of records to be registered as initial stocks. It is cumbersome to do so using an online screen	If your EO will use a system exchange approach (e-Delivery) directly or via a Service provider, you may wait until the connection is established.
What about traders without storage?	A trader without storage may use his organization address as a site location to add initial stocks. The Organization address is considered a virtual site. A trader may only register what is physically available at that given point.
Emission characteristics are calculated only by the fuel producer. Do I need to fill in the emission details?	In such cases, the EO may only mark the method of GHG calculation as specified in the certificate & mark it as completed.