

Extract



Rulebook RSB Book & Claim Registry

RSB - ROUNDTABLE ON SUSTAINABLE BIOMATERIALS ASSOCIATION (RSB)

Version 1.0

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Introduction

RSB - Roundtable on Sustainable Biomaterials Association (RSB) is a global, multi-stakeholder organisation dedicated to driving the truly sustainable development of the bioeconomy – based on our best-in-class sustainability Standard. We are frequently noted as thought leaders in navigating the complexities of supply chain sustainability and take pride in applying our robust sustainability framework in diverse sectors including aviation, chemicals, materials and shipping, among others.

RSB has been leading the development of a solution to accelerate the decarbonisation of hard to abate sectors such as aviation and shipping by linking sustainable aviation and marine fuel suppliers with buyers – including transport companies and corporations – via book and claim.

The RSB Book & Claim System includes the RSB Book & Claim Manual (normative procedure), the RSB Book & Claim Registry (digital data storage system), the RSB Book & Claim Recognition (normative procedure for a registry ecosystem) and the RSB Certification System.

Revision table

Date	Version name	Description
23-10-31	RSB B&C Registry – Rulebook v1.0	Initial version

In the *RSB Manual*, clear requirements are set for the certification and audit of the sustainable fuels value chain up to the point that fuels are blended. Up to this point, the materials are traded via mass balance. After blending, the sustainability benefits of these fuels, including the greenhouse gas emission benefit, can be registered (or 'booked') in the *RSB Registry* in the form of a Book & Claim Unit (BCU) and transferred separately from the physical product, which is sold as conventional fuel without a sustainability claim. One BCU currently equals one tonne of certified materials (1 BCU = 1 tonne of SAF).

BCUs are transferred to transport service providers such as airlines or shipping operators, who will claim the Scope 1 emission reduction and who may assign the associated Scope 3 emission reduction claim to a specific customer. Rules to ensure transparency, avoid double counting and ensure additionally are specified in the *RSB Manual*.

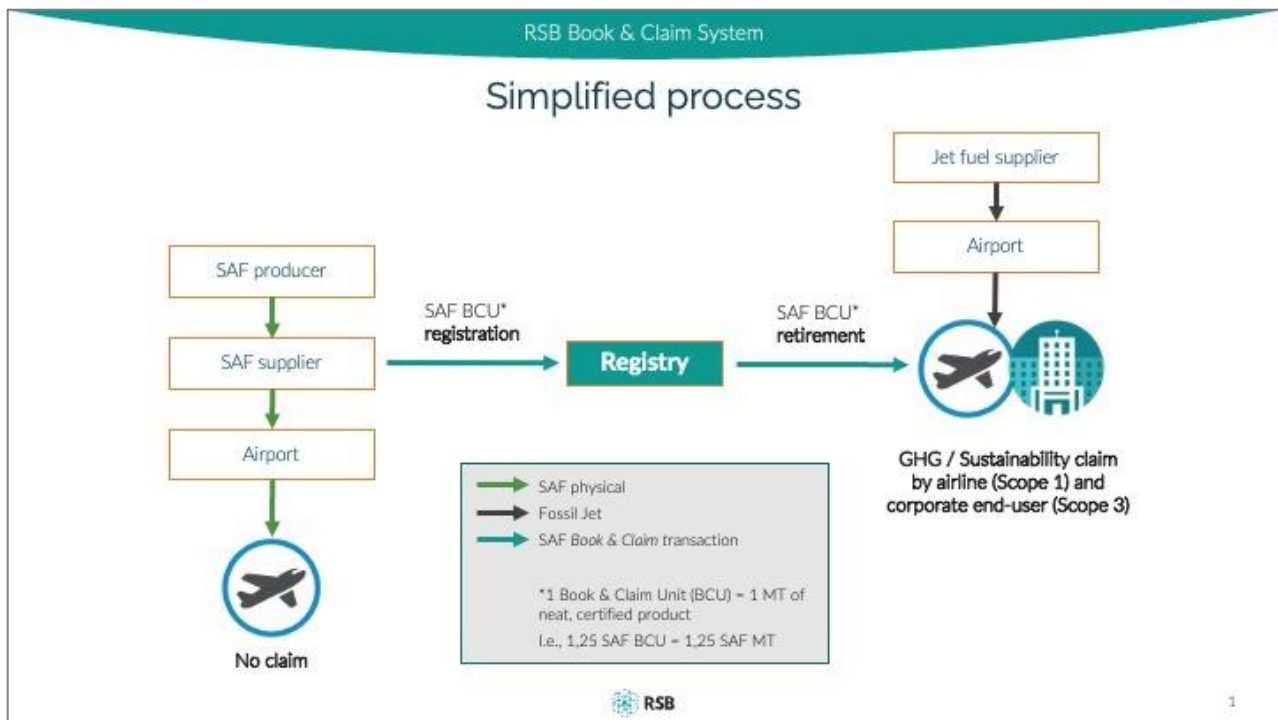


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A. Background & Scope

The *RSB Book & Claim Registry Rulebook* (hereafter "the Rulebook") serves as a comprehensive guide to the sophisticated mechanisms governing the sustainability attributes of renewable fuels in the form of Book & Claim Units (BCUs) or credits, and end-user reduction claims. Its scope extends to providing a thorough comprehension of the operational framework of the *RSB Book & Claim Registry* (hereafter "the Registry").

This guide explains the inner workings of the Registry and provides a detailed breakdown of the processes, mechanisms and functions that facilitate its seamless operation. It serves as a guide for stakeholders to understand and navigate the Registry effectively.

Equally important is the description of the range of actions and permissions available to System Users within the Registry. It provides a comprehensive description of the actions that can be taken by System Users, enabling them to take full advantage of the Registry's capabilities. By explaining these privileges, the Rulebook equips System Users with the knowledge necessary to interact with the digital system with confidence and competence.

B. Version and Effective Date

Version 1.0 of this *RSB Book & Claim Registry Rulebook* is effective from 31 Oct 2023.

C. Terms and Definitions

Additionality

Additionality as a product or project property refers to the determination of whether an intervention, such as increased demand for a product or the creation of a new project, has an effect (i.e., increased impact) when compared to the baseline (i.e., absence of such demand or project). In the context of book and claim, additionality refers to the capacity of increased demand for SAF or sustainable marine fuels unlocked by book & claim to causally result into increased production and, consequently, into increased fossil displacement, greenhouse gas emission reductions and a positive impact on climate change.

The Greenhouse Gas Protocol defines additionality as a criterion for assessing whether a project has resulted in greenhouse gas emission reductions or removals in addition to what would have occurred in the project's absence¹.

Audit

Systematic, independent, and documented process to obtain and evaluate audit evidence objectively to determine the extent of audit criteria fulfilment (Source: ISO 19011:2011).

Batch

Specific quantity of a product intended to have uniform characteristics and qualities.

Book

Generation of Book & Claim Units (BCU) corresponding to the exact quantity of certified material with specified characteristics.

Book and Claim

Chain-of-custody model in which the administrative record flow does not necessarily connect to the physical flow of material or product throughout the supply chain (Source: ISO 22095:2020).

Book & Claim Unit (BCU)

Unit representing the right to a claim through retirement and corresponding to an immutable set of sustainability benefits related to one (1) metric tonne of a particular neat, certified, final product. For example, 1 MT of SAF corresponds to 1 SAF Book & Claim Units (BCUs), or 1,35 MT of SAF to 1,35 SAF BCUs.

Claim

Declared information regarding the specified characteristics of a material or product that is attributed to the claimant through retirement and, in the case of an emission reduction claim, is to be accounted in its emissions inventory (Amended based on ISO 22095:2020).

¹ Source: GHG Protocol, Corporate Value Chain (Scope 3) Accounting and Reporting Standard, <https://ghgprotocol.org/standards/scope-3-standard>

Double counting

Double counting refers to the risk for emissions reductions to be counted more than once towards a climate change mitigation effort. Double counting could occur in the following ways: (1) if more than one unit is issued for the same emissions reduction, referred to as ‘double issuance’; (2) if the same unit is used twice, for example in two separate registries, referred to as ‘double use’; (3) if the same unit is used to simultaneously meet both domestic and international targets, referred to as ‘double claiming’.² Please note that, the RSB Book & Claim System, allows for all organisations mentioned in the retirement statement to report and claim the environmental benefit, i.e., the GHG emission reduction, related to the same BCU provided that no double claiming occurs within the same GHG scope (i.e., an airline shall report within Scope 1, and the corporate partner within Scope 3) and according to the requirements of this manual.

Emission categories (Scope 1, 2, and 3)

Following the principles established by the Greenhouse Gas Protocol, emissions are classified into three categories:

- *Scope 1* emissions include the direct emissions from assets that are owned or controlled by the reporting company. This includes the combustion of solid or liquid fuels purchased to produce energy, heat or steam for use in stationary or mobile equipment (e.g. vehicles, vessels, aircraft, locomotives, generators) and/or buildings associated with logistics sites (e.g. warehouses).
- *Scope 2* emissions are indirect emissions from the production and distribution of electricity, heat and steam purchased by the reporting company for use in its own logistics sites, electric vehicles or other owned asset requiring electricity.
- *Scope 3* emissions are indirect emissions from the reporting company’s supply chain. Most notably, this includes transportation emissions required to move goods from suppliers to the reporting company and from the reporting company to the end customer. Scope 3 also covers the production and distribution of fuels burned in Scope 1, transport emissions embedded within purchased goods and services, product use and end-of-life.

Supplier

A registry allows authorised organisations to register and issue BCUs. The organisation can be of different nature depending on its role in the supply chain (e.g., supplier, blender, distributor, etc.). The general term for an organisation registering and issuing BCUs on a registry is referred to as a supplier.

² Source: ICAO Document “CORSIA Emission Unit Eligibility Criteria” accessible on: https://www.icao.int/environmental-protection/CORSIA/Documents/ICAO_Document_09.pdf

Proof of Sustainability (PoS)

A Proof of Sustainability is documentation that demonstrates the compliance with a defined set of sustainability requirements, often linked to a voluntary certification scheme. The PoS is included in the documentation that is forwarded from the seller to the buyer of a certified product. To reduce the potential for double counting the PoS is surrendered to the registry operator when a BCU is issued.

Proof of Compliance (PoC)

If the Proof of Sustainability (PoS) is not available because it has already been surrendered earlier in the value chain, i.e., against a national incentive or obligation, a Proof of Compliance (PoC) can be used and surrendered instead when issuing a BCU on a registry.

Registry

An electronic data system for the purpose of issuance, holding, transfer, and retirement of Book & Claim Units (BCUs).

Registry Operator

A Registry Operator is an organisation that maintains a database to store all records of ownership, transfers, and other related transactions. In addition, a Registry Operator must ensure proper authentication of owners and claimants, while providing customer support to System Users to resolve any queries or issues.

Specified Characteristics

Set of product characteristics, production characteristics, or both that the chain of custody shall maintain (Source: ISO 22095:2020).

System Account

Companies that hold an account in the RSB Book & Claim Registry or an RSB recognised Book & Claim Registry as a result of an approved application. A System Account requires at least one associated System User to be operational.

System User

Users who hold an account in the *RSB Book & Claim Registry* or an RSB-recognised Book & Claim Registry associated with a System Account as a result of an approved application.

Trader

Organisation that applies for certification for a specific activity that includes buying and selling of materials or products, including raw materials, intermediates and final products. Examples of traders are first collectors, blenders, wholesale and retail companies (including companies selling to end-consumers) as well as airlines or shipping companies selling transport services to their clients.

Transfer

Transfer of legal and physical control of certified material in the supply chain. In the context of book and claim and this Manual, transfer of legal control of certified material registered as a Book & Claim Unit (BCU) from one System User to another System User.

Transport Service Provider

Any party, person, agent, or carrier that provides freight, household goods, or passenger transportation or related services.

Logistics Service Provider

Any party, person, agent or company providing logistics services.

D. Contact Details

The RSB is a multi-stakeholder organisation seeking for collaborative solutions. The *RSB Book & Claim Rulebook* has been carefully developed with partners and we welcome any feedback and suggestions for further improvements.

To provide feedback, please contact us using the details below.

For further information visit: <https://rsb.org/programmes/book-and-claim/>

Or email us at: bookandclaim@rsb.org

Link to the RSB Book & Claim Registry: <https://registry.rsb.org/>

E. General Provision

E.1. The RSB Book & Claim Registry

The Registry is a standardised digital database that facilitates the registration of entity accounts according to their role and issuance, holding, transfer, and retirement of BCUs. Within the company accounts, users can carry out activities such as registering BCU-related information or carrying out transactions.

The Registry started as an Excel based tool to establish first requirements and features to support book and claim transactions in the aviation sector. With increasing demand and learnings from pilot projects the Registry has evolved into a web-based registry that follows precise and automated processes. Each transaction is controlled and monitored by the Registry to ensure alignment with the guidelines set out in this Rulebook.

Confidence and credibility are essential elements of the RSB Registry, which is divided into a public and private section. The public page of the RSB Registry allows anyone to consult the public retirement table and documentation. It also provides the registry users (i.e., System Users) with an interface to log into their profile and access the private section of the RSB Registry. Once logged in, a System User has various functions available to them based on pre-defined profile settings, with information only visible to users who are associated with and have access to the System Account.

E.2. Use case

The Registry currently supports transactions of sustainably certified Sustainable Aviation Fuel (SAF) BCU that comply with the requirements of the *RSB Book & Claim Manual* (see Section E.3.). In collaboration with partners, the RSB Secretariat is exploring the inclusion of Sustainable Marine Fuels (SMF) in the *RSB Book & Claim Manual* and the Registry in pilot projects.

E.3. References

The following documents are essential references for the Rulebook. In cases where references are time-specific, only the mentioned edition is relevant. For references without a specified date, the most recent edition of the referenced document, along with any modifications, is considered applicable:

- RSB Book & Claim Manual [RSB-PRO-20-001-001]
- RSB Book & Claim Recognition [RSB-PRO-20-001-002] (to be released)
- RSB Chain of Custody Procedure [RSB-PRO-20-001]
- RSB Procedure on Communications and Claims [RSB-PRO-50-001]
- RSB Glossary of Terms [RSB-STD-02-002]
- RSB B&C Registry Declaration of Commitment³
- International Civil Aviation Organization (ICAO) Carbon Offsetting and Reduction Scheme for International Aviation (CORSIA)⁴
- Science Based Targets initiative (SBTi)⁵ aviation sector guidance
- Greenhouse Gas Protocol (GHGP)⁶
- Smart Freight Centre (SFC) accounting framework⁷

³ Letter template can be downloaded here: <https://registry.rsb.org/docs>

⁴ SARPs - Annex 16 Volume IV, Second Edition, ICAO, 2023, <https://www.icao.int/environmental-protection/CORSIA/Pages/SARPs-Annex-16-Volume-IV.aspx>

⁵ Science-Based Target Setting for the Aviation Sector, <https://sciencebasedtargets.org/sectors/aviation>

⁶ Greenhouse Gas Protocol, <https://ghgprotocol.org/>

⁷ Smart Freight Centre, <https://smartfreightcentre.org/en/>