

Airline Annual Fuel Guidance Notes



CAA Business Intelligence

General Instructions

This form is to be completed annually and for the calendar year. Airlines will be advised if they are required to submit this form each year.

Data is due within 2 months of the year end i.e. by the end of February of the following year.

If you need any additional guidance please contact a member of the CAA Business Intelligence team by calling 0207 453 6400 or via email us at AvStatsSupplierEnquiry@caa.co.uk.

Please be aware that the ICAO and IATA codes in our reference lists may not always correspond to those published in other sources. It is important that you use the codes published on our [website](#) as they will be the ones that AvStats will accept.

File Naming Instructions

	Instruction
File Naming Convention	Files should be named as: AirlineFuelnnnnnyyyy nnnnn is the reporting operator's CAA code number (with leading zeroes) yyyy is the reporting period (where y=year) This file naming convention must be used or the file will be returned.

Completion Instructions

NOTE: Do not move, insert, delete or amend any of the following parts of the file format or the file will be returned: Column Headers and the Worksheet Tab.

Form Column	Instruction
A Aircraft Type Code Type (ICAO)	Enter ICAO.
B Aircraft Type	Enter the ICAO code for the aircraft type. E.g. A Boeing B747-436 would be reported as B744. NOTE: CAA and IATA aircraft codes will not be accepted.

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Form Column	Instruction
C Service Type (Cargo Only / Passenger Cargo Mix / Passenger)	<p>Enter Cargo Only if the aircraft is configured for cargo only.</p> <p>Enter Passenger Cargo Mix if the aircraft is configured for the carriage of passengers and cargo on the main deck.</p> <p>Enter Passenger if the aircraft is configured for passenger service only.</p> <p>NOTE: It is very important to enter the word as shown above in the correct case – i.e. not all in upper case.</p>

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Form Column	Instruction
<p>D International Scheduled Services Fuel Consumed (tonnes)</p>	<p>Enter the amount of fuel consumed, rounded to the nearest whole tonne, against each aircraft type for all international scheduled services performed during the reporting period.</p> <p>Fuel consumed is the mass of fuel uplifted in metric tonnes irrespective of the fuel type. Fuel uplift can be determined based on the measurement by the fuel supplier, as documented in the fuel delivery notes or invoices, or using aircraft onboard measurement systems.</p> <p>For data reporting purposes, an international scheduled service is a scheduled flight where one of or both of the origin and destination airports are outside of the United Kingdom, Channel Islands and/or Isle of Man.</p>
<p>E International Scheduled Services Tonne- Km performed (000s)</p>	<p>Enter the amount of Tonne-Kilometres (Tonne-Km) performed against each aircraft type for all international scheduled services performed during the reporting period.</p> <p>Tonne-Km performed = Revenue load (freight, mail and/or passenger weight) carried on each flight, in tonnes multiplied by the distance of each international scheduled flight, in kilometres</p> <p>The amount entered must be rounded to the nearest thousand (000s).</p>
<p>F International Scheduled Services Tonne- Km available (000s)</p>	<p>Enter the amount of Tonne-Kilometres available against each aircraft type for all international scheduled services performed during the reporting period.</p> <p>Tonne-Km available = Payload capacity available for the carriage of revenue load (freight, mail and passengers), on each flight in tonnes multiplied by the distance of each international scheduled flight, in kilometres</p> <p>The amount entered must be rounded to the nearest thousand (000s).</p>

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Form Column	Instruction
<p style="text-align: center;">G International Non-Scheduled Services Fuel Consumed (tonnes)</p>	<p>Enter the amount of fuel consumed rounded to the nearest whole tonne against each aircraft type for all international non-scheduled services (excluding on-demand flights - sole use/exempt flights, these are operations paid for by a single entity or organisation. For passenger flights no individual fares have been paid.) performed during the reporting period.</p> <p>Non-Scheduled services are flights performed on an irregular basis for remuneration including related empty flights, inclusive tours and blocked-off charters.</p> <p>Air taxi flights, commercial business aviation or other on-demand revenue flights should be excluded.</p>
<p style="text-align: center;">H International Non-Scheduled Services Tonne-Km performed (000s)</p>	<p>Enter the amount of Tonne-Kilometres performed against each aircraft type for all international non-scheduled services performed during the reporting period.</p> <p>The amount entered must be rounded to the nearest thousand (000s).</p>
<p style="text-align: center;">I International Non-Scheduled Services Tonne-Km available (000s)</p>	<p>Enter the amount of Tonne-Kilometres available against each aircraft type for all international non-scheduled services performed during the reporting period.</p> <p>The amount entered must be rounded to the nearest thousand (000s).</p>
<p style="text-align: center;">J International Total (excluding on-demand flights) Fuel Consumed (tonnes)</p>	<p>Enter the sum of Columns D and G.</p> <p>The amount entered must be rounded to the nearest whole tonne.</p>
<p style="text-align: center;">K International Total (excluding on-demand flights) Tonne-Km performed (000s)</p>	<p>Enter the sum of Columns E and H.</p> <p>The amount entered must be rounded to the nearest thousand (000s).</p>

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Form Column	Instruction
<p>L International Total (excluding on-demand flights) Tonne-Km available (000s)</p>	<p>Enter the sum of Columns F and I. The amount entered must be rounded to the nearest thousand (000s).</p>
<p>M Total Services (International and Domestic, Scheduled and Non-Scheduled excluding on-demand flights) Fuel Consumed (tonnes)</p>	<p>Enter the amount of fuel consumed, rounded to the nearest whole tonne, against each aircraft type for all international and domestic (scheduled and non-scheduled) services (excluding on-demand flights) performed during the reporting period.</p>
<p>N Total Services (International and Domestic, Scheduled and Non-Scheduled excluding on-demand flights) Tonne-Km performed (000s)</p>	<p>Enter the amount of Tonne-Kilometres performed against each aircraft type for all international and domestic (scheduled and non-scheduled, excluding on-demand flights) services performed during the reporting period. The amount entered must be rounded to the nearest thousand (000s).</p>
<p>O Total Services (International and Domestic, Scheduled and Non-Scheduled excluding on-demand flights) Tonne-Km available (000s)</p>	<p>Enter the amount of Tonne-Kilometres available against each aircraft type for all international and domestic (scheduled and non-scheduled, excluding on-demand flights) services performed during the reporting period. The amount entered must be rounded to the nearest thousand (000s).</p>

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Form Column	Instruction
P Percent of Biofuels (Total Services)	Enter the percentage share of Column M that was biofuels. 'Biofuel' or 'Sustainable Alternative Fuel' is a fuel that is produced through contemporary biological processes, such as agriculture and anaerobic digestion, rather than a fuel produced by geological processes such as those involved in the formation of fossil fuels, such as coal and petroleum, from prehistoric biological matter.
Q Remarks	Record any relevant remarks.