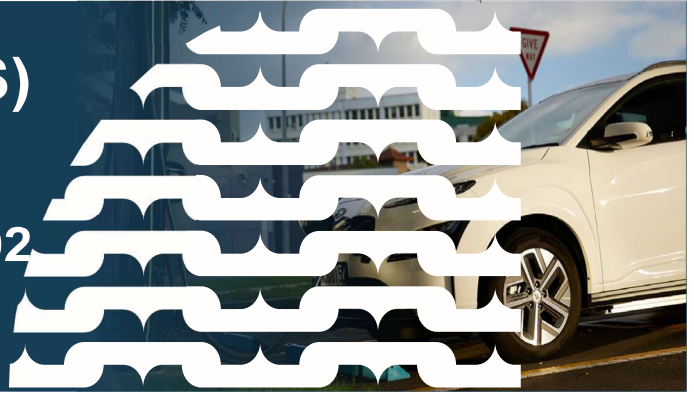


Clean Car Standard (CCS) system

Transfer of Credits in your CO₂ Account



This guide provides information on the credit transfer process in the Clean Car Standard (CCS) system.

Video: <https://www.youtube.com/watch?v=F3FeHalJXio> Transferring Credits

Overview

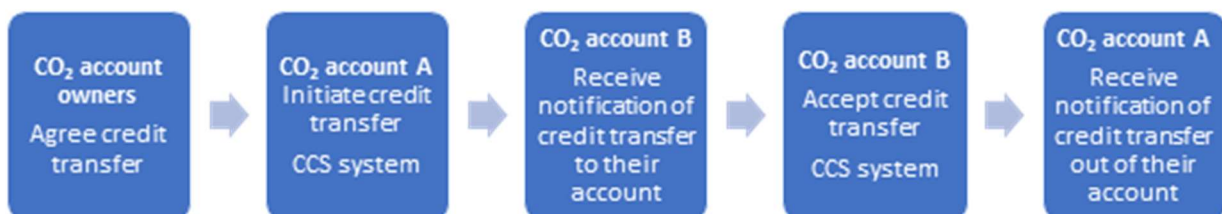
In this guide we'll look at how to use the credit transfer process in the Clean Car Standard (CCS) system.

From 1 June 2023, for Pay As You Go CO₂ accounts you can transfer and receive credits from other CO₂ accounts.

- This includes transfers from accounts that you may be associated with
- Also note Transfers can only be completed on accounts with the same vehicle type (new to new or used to used)

For Fleet Average CO₂ accounts, you can receive credits from other vehicle importers (Pay As You Go) at this time. From 2024, any credits that are a result of your vehicle fleet emissions being less than the target emissions for the year can be transferred.

The CCS system facilitates the transfer of credits, however Waka Kotahi are not involved in the agreement between importers. GST will need to be added to any sale of credits agreed between importers.



Before you are able to transfer or receive credits, you will need to be AML approved. For more information on your AML obligations, use the form on the **contact us** page, email CCSImporter@nzta.govt.nz or call 0800 141 801.

Process

You'll need the *Transfer credits* permission to do this.

1. On the *Credits* tab, Select **Transfer credits**. The *Transfer credits – Select credits* screen displays.
2. Enter the **CO₂ account number** you are transferring credits to, and press Enter. The CO₂ account's name, business name (if available), and vehicle type displays. As credits can only be transferred between CO₂ accounts of the same vehicle type (new to new and used to used), you'll receive an error message if you enter a CO₂ account for a different vehicle type.
3. Enter the amount of CO₂ **credits to use** beside their expiry year. Initially only credits due to expire at the end of 2026 will be available and the year will be preselected. In future, credits due to expire in other years will be listed and you select the ones you want to use and enter the amount of CO₂ credits.
4. Select **Continue**. The *Transfer credits - Review and submit* screen displays.
5. Check the credit transfer details. Select the checkbox to confirm you have authority to make the credit transfer, then Select **Confirm**. A message displays advising you have submitted the request and displaying the transaction details.
6. Select **Close**. Your credit balance is updated and the transfer is listed in the credit transactions list with status pending. Users of the CO₂ account the credits are being transferred to who have the *Transfer credits* permission are sent an email notification and the transfer is listed in their CO₂ account's *Credits* tab under pending credit transfers.

Accept credit transfer

Users of your CO₂ account with the *Transfer credits* permission will receive an email notification to advise that there is a pending credit transfer to your CO₂ account. Credits transfers expire 14 days from the transfer initiation date.

1. Access your account and Select the *Credits* tab. Your pending credit transfers are displayed.
2. Select **Continue** beside the credit transfer request. The *Transfer credits – Transfer credits summary* screen displays.
3. Review the details and select the **Accept** button.
4. Select **Confirm**. A message displays advising you have accepted the credit transfer and the transaction details.
5. Select **Close**. Your credit balance is updated and the transfer is listed in the Credit transactions list with status completed. The user who initiated the transfer is sent an email notification.

Decline credits transfer

Users of your CO₂ account with the *Transfer credits* permission will receive an email notification to advise that there is a pending credit transfer to your CO₂ account. Credit transfers expire 14 days from the transfer initiation date.

1. Access your account and Select the *Credits* tab. Your pending credit transfers are displayed.
2. Select **Continue** beside the credit transfer request. The *Transfer credits – Transfer credits summary* screen displays.
3. Review the details and select the **Decline** button.
4. Select **Confirm**. A message displays advising you have declined the credits transfer and the transaction details.

5. Select **Close**. The user who initiated the transfer is sent an email notification, their CO₂ account's credit balance is updated to restore the credits and the transfer in their credit transactions list has status declined.

Withdraw credit transfer

You can withdraw a credit transfer if the recipient hasn't accepted the transfer and it hasn't expired (ie within 14 days).

You'll need the *Transfer credits* permission to do this.

1. Select *Credits* tab.
2. Select the **Reference number** of the transfer out transaction you want to withdraw in the credit transactions. The *Transfer credits* screen displays.
3. Check the credit transfer details. Select **Withdraw credit transfer**. A message displays asking if you are sure you want to withdraw the credit transfer request.
4. Select **Yes, withdraw**. A message displays advising you have cancelled the credit transfer and displaying the transaction details.
5. Select **Close**. Your credit balance is updated, the transfer out in your credit transactions list has status cancelled and a transfer out (withdrawn) transaction is listed. Users of the CO₂ account the credits were being transferred to with the *Transfer credits* permission are sent an email notification to advise the transfer has been withdrawn.

Need help?

If you need help please go to **Contact us** in the system menu and complete your request, email CCSImporter@nzta.govt.nz or call 0800 141 801.