

JCM Registry System Operation Manual for AH/SAH

Ver. 2.0

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1 Introduction

1.1 Objective of this manual

This manual explains how to operate the JCM registry system for the Account Holder (AH) and the Super Account Holder (SAH).

1.2 Operating environment

Operating systems	Windows 11
Browser	Google Chrome
Monitor	XGA (1024×768) or higher
Internet	Appropriate connection to the Internet Accessible to https

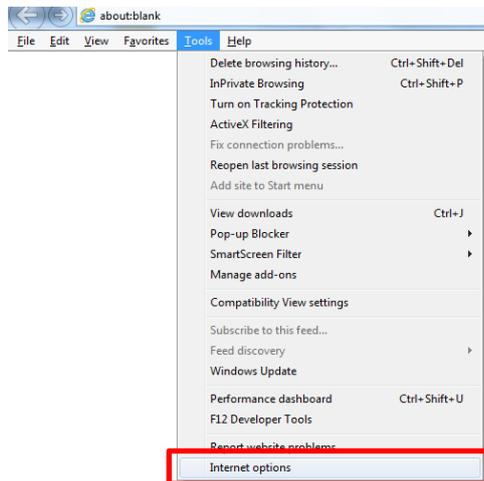
1.3 Browser settings

To utilize this system, the following settings are necessary for the browser.

If JavaScript and the file downloading feature have already been enabled, these settings are not necessary.

1.3.1 Internet Explorer

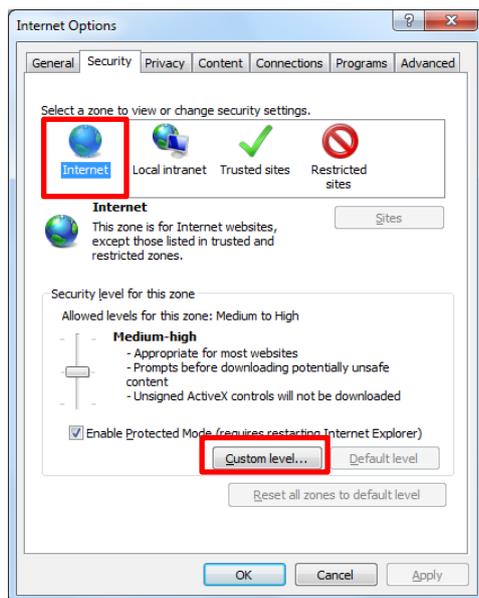
Enable JavaScript and file download



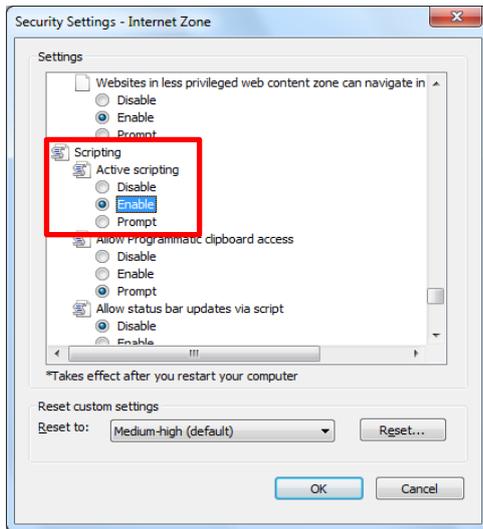
- (1) On the browser menu, click [Tools] and then [Internet Options].

Note:

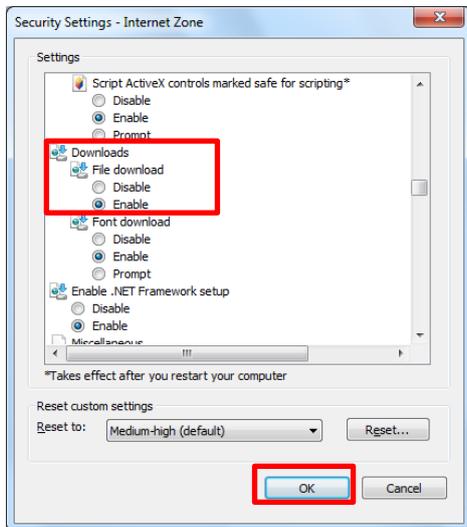
If the menu bar has not been displayed, press the [Alt] key on the keyboard to show the menu bar.



- (2) On the [Security] tab of the [Internet Options] window, click [Internet].
- (3) Click the [Custom level] button.

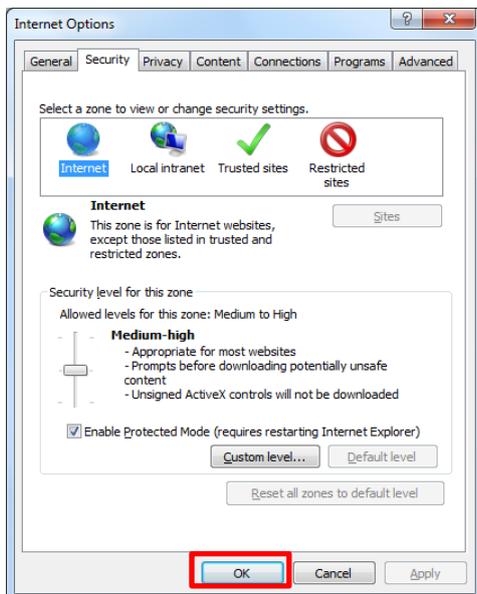


(4) In the [Active Scripting] of the [Scripting] item of the [Security Settings] window, check [Enable].



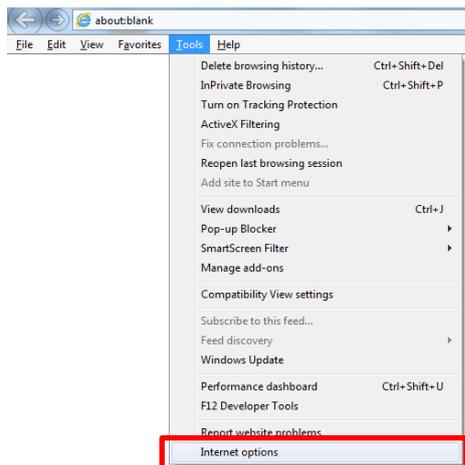
(5) In [File download] of the [Downloads] item, check [Enable].

(6) Click the [OK] button.



(7) On the [Internet Options] window, click the [OK] button.

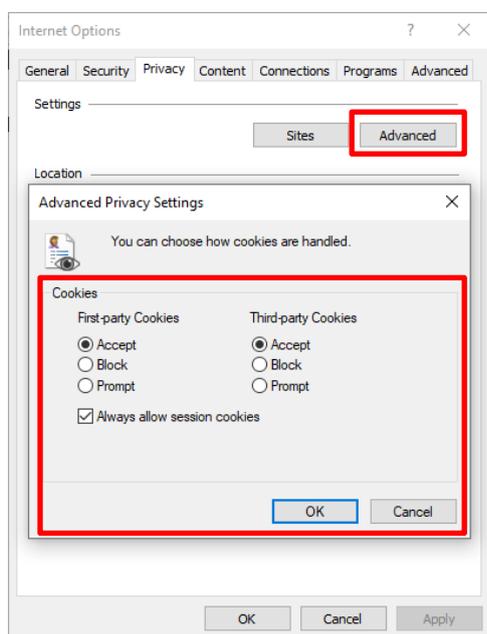
Enabling cookies



- (1) On the browser menu, click [Tools] and then [Internet Options].

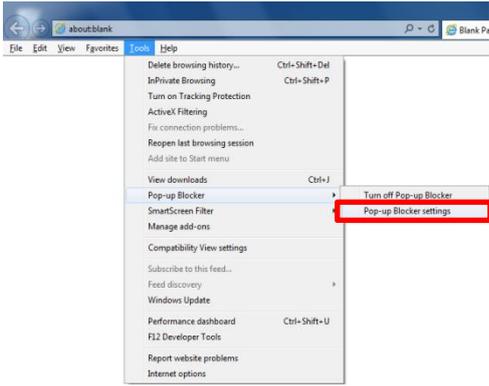
Note:

If the menu bar has not been displayed, press the [Alt] key on the keyboard to show the menu bar.



- (2) On the [Privacy] tab of the [Internet Options] window, click the [Advanced] button.
- (3) On the [Advanced Privacy Settings] window, check [Accept] of First-party Cookies, [Accept] of Third-party Cookies, and [Always allow session cookies], and click [OK] button.
- (4) On the [Internet Options] window, click the [OK] button.

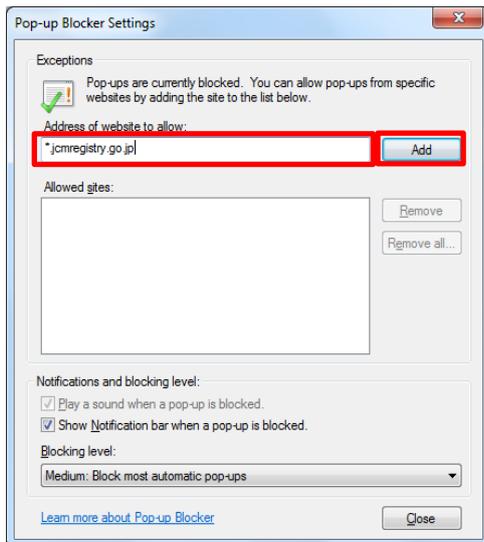
Allowing pop-ups



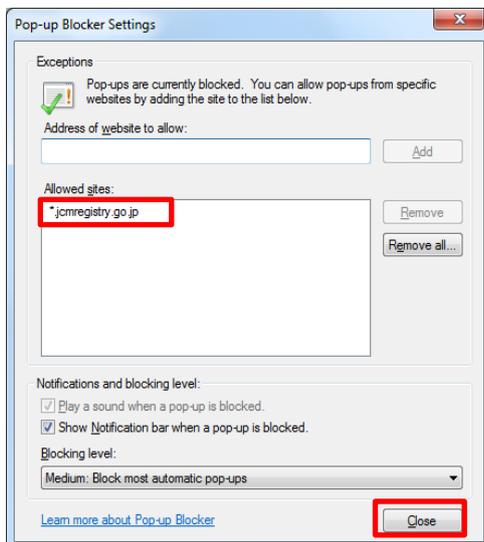
- (1) On the browser menu, click [Tools] and select [Pop-up Blocker] and then [Pop-up Blocker Settings].

Note:

If the menu bar has not been displayed, press the [Alt] key on the keyboard to show the menu bar.



- (2) In the [Address of Web site to allow] box of the [Pop-up Blocker Settings] window, type [*.jcmregistry.go.jp].
- (3) Click the [Add] button.

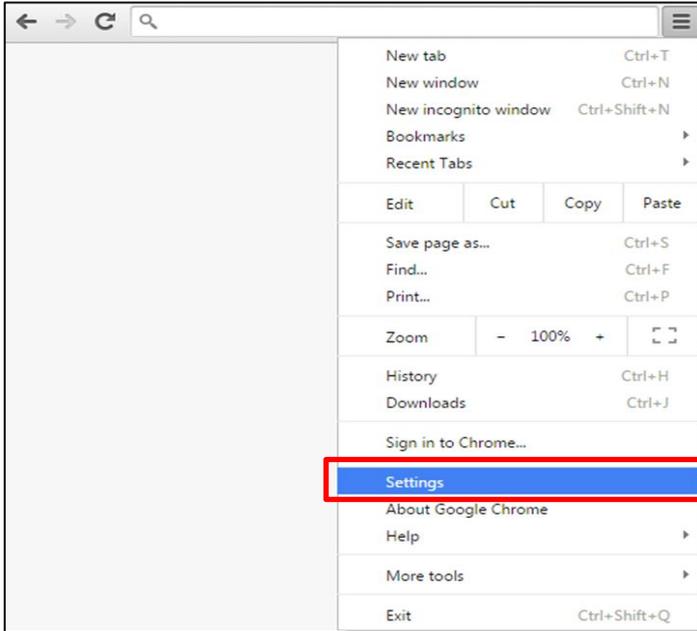


- (4) In the [Allowed sites] box of the [Pop-up Blocker Settings] window, confirm that [*.jcmregistry.go.jp] has been added.
- (5) Click the [Close] button.

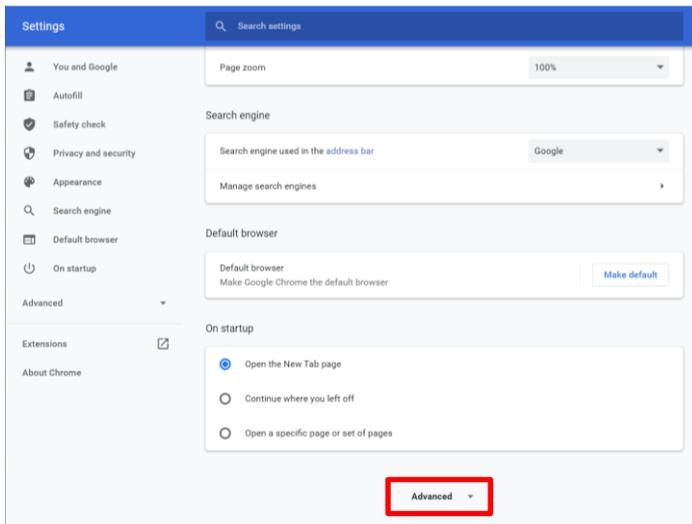
1.3.2 Google Chrome

Enabling JavaScript and Cookies

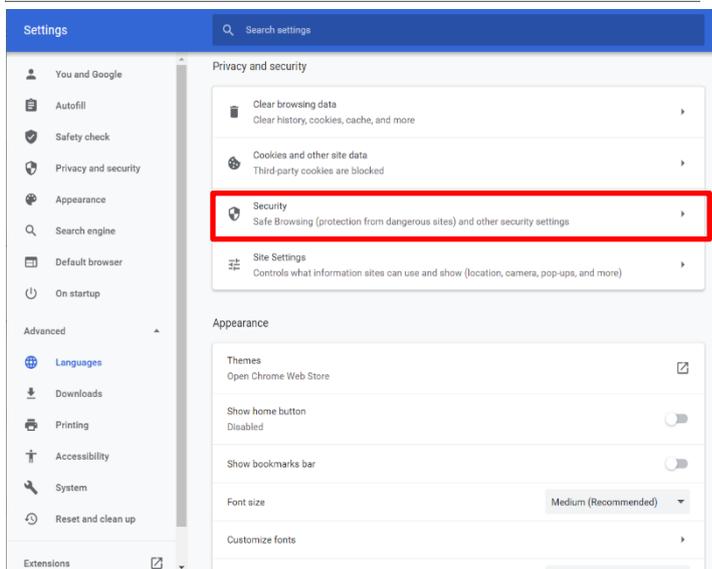
(1) On the browser menu, click [Setting].

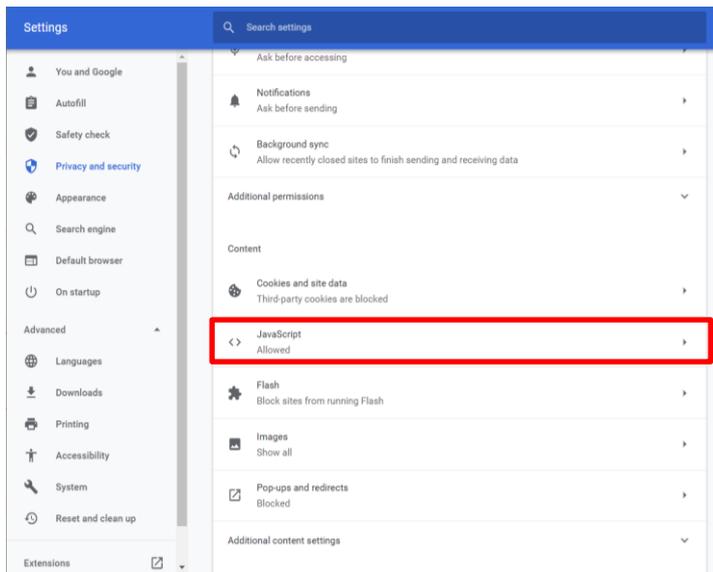


(2) On the [Settings] window, click [Advanced].

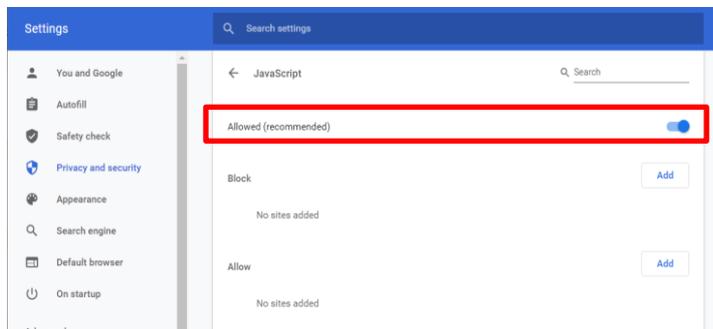


(3) On the Privacy and Security menu of the [Settings] window, click the [Site Settings].

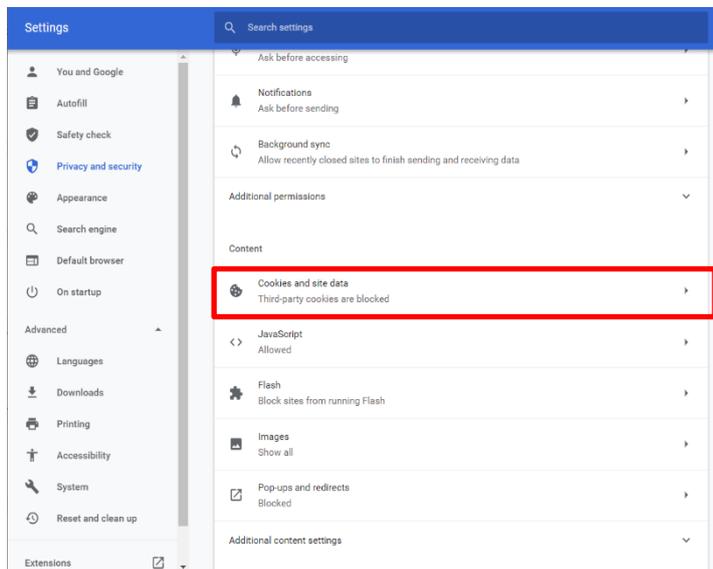




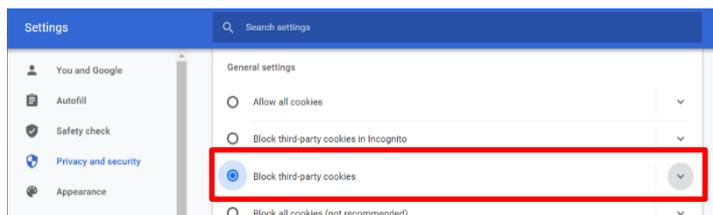
(4) On the [Site Settings] window, click [JavaScript].



(5) On the [JavaScript] window, set [Allowed (recommended)].



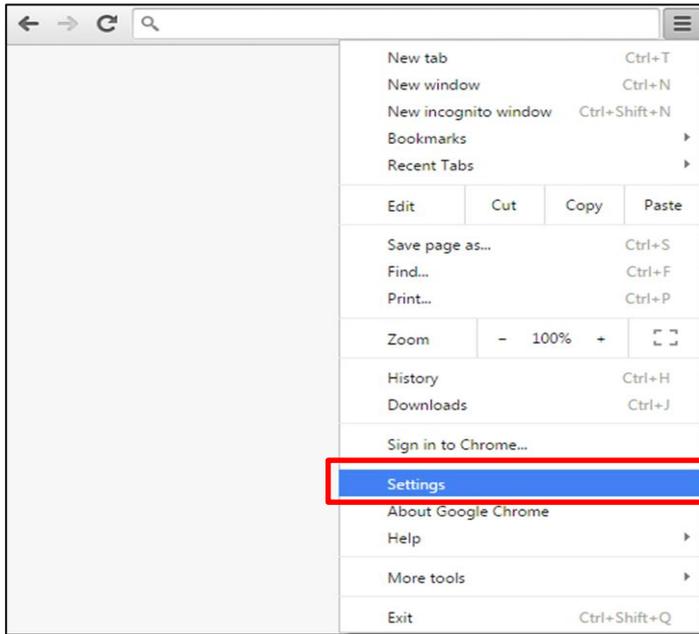
(6) On the [Site Settings] window, click [Cookie data].



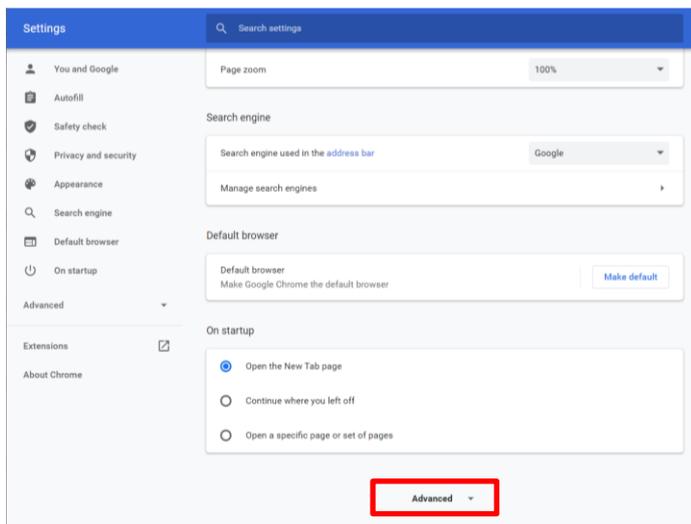
(7) On the [Cookies and site data] window, set [Block third-party cookies].

Allowing pop-ups

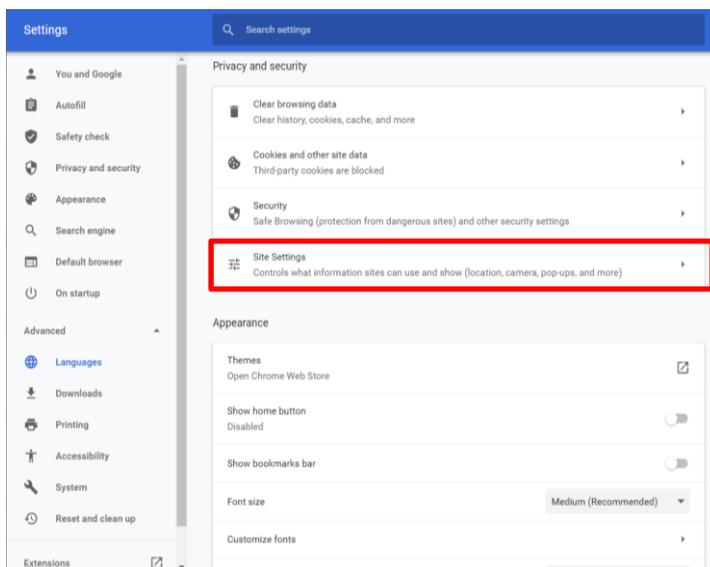
(1) On the browser menu, click [Setting].

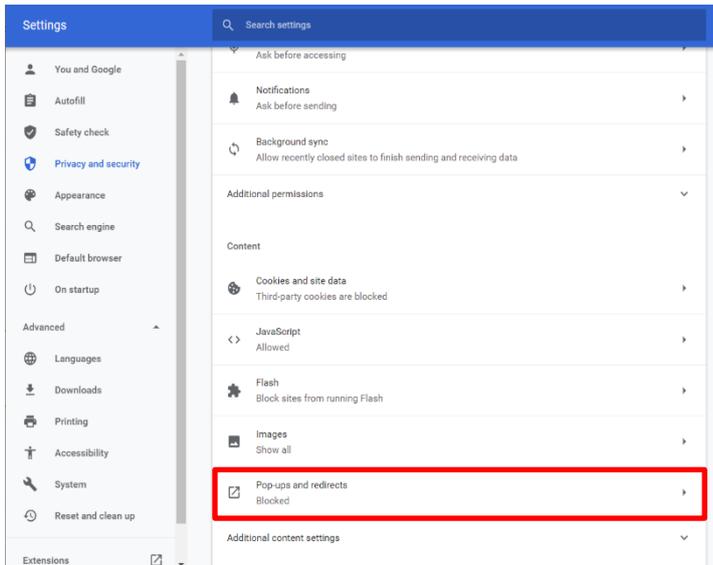


(2) On the [Settings] window, click [Advanced].

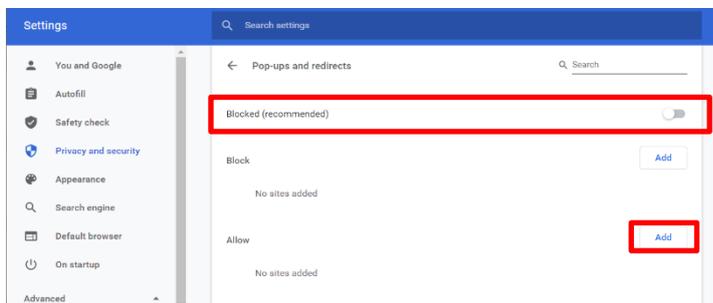


(3) On the Privacy and Security menu of the [Settings] window, click the [Site Settings].





(4) On the [Site Settings] window, click the [Pop-ups and redirects].



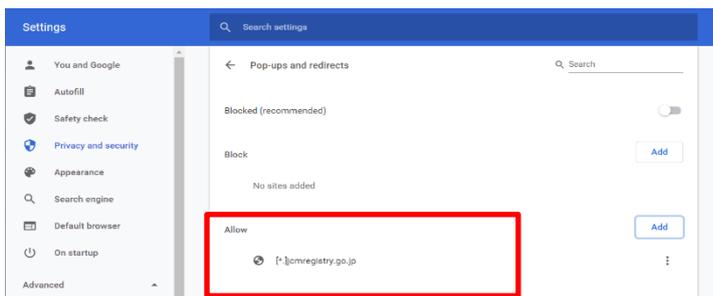
(5) On the [Pop-ups and redirects] window, set [Blocked (recommended)].

(6) Click the [Add] button on the Allow menu.



(7) In the [Site] box of the [Site Settings] window, type [[*].jcmregistry.go.jp].

(8) Click the [Add] button.



(9) On the Allow menu of the [Pop-ups and redirects] window, confirm that [[*].jcmregistry.go.jp] has been added.

1.4 Hours

This system is available 24 hours a day, 7 days a week.

However, if system maintenance or similar is required, the system operation will be, e.g. aborted, stopped, or interrupted. Information on such an event will be provided beforehand on the JCM registry system homepage.

1.5 URL of the JCM registry system

The URL of the JCM registry system homepage is shown below. Prior to using this system, be sure to perform the browser settings.

URL : <https://www.jcmregistry.go.jp/>

1.6 Common rules

- The time displayed on the system is always GMT.
- Do not use the [Back], [Next], or [Refresh] button on the browser.
- Do not use the [Back Space] button to return to the previous page.
- If no transaction is performed for a certain period of time after login, connection with the system is disconnected. Try to login again.

2 Explanation of Tasks

2.1 Glossary of terms

The terms used in this manual are defined as follows:

(1) General

Terms	Definitions
JCM	Stands for Joint Crediting Mechanism (JCM).
Registry	A registry is in the form of a database which contains, inter alia, common data elements relevant to the issuance, holding, transfer, acquisition, cancellation and retirement of JCM credits for the purpose of ensuring the accurate, transparent and efficient management of data.
Credit	The amount of greenhouse gas approved in the JCM.
Partner country	The partner country of Japan within the JCM framework.
Country Code	The two-digit code of the country determined in compliance with ISO3166.

(2) User-related terms

Terms	Definitions
Registry Manager (RM)	An account type which is an organization designated by each government to maintain the registry, to distribute credits, and to manage accounts.
Account Holder (AH)	An account type which is an entity designated to use the registry and submits an application with the SAH to request transactions such as approval of transfer, cancelation and retirement of credits held in its holding account.
Super Account Holder (SAH)	An account type which is an entity designated to use the registry and approves transactions such as transfer, cancelation and retirement of credits for which the AH has submitted as an application.
Joint Committee (JC)	An account type which is a member of Joint Committee and allowed to access relevant information of the registry.
Administrator (AD)	An account type which has all the access to system-related matters.
Public	This term refers to all users other than the SRM, Account Holders, the Joint Committee and the AD who are allowed to see only the publicly disclosed portions of the registry.
User ID	The User ID is a number used to identify the user, but the same number is assigned to the AH and SAH. A login ID is necessary to distinguish between the AH and SAH.
Login ID	An ID required to log into the system, which differs from the User ID.
Valid	A user who may login.
Invalid	An invalidated user who may not login.

(3) Account-related terms

Terms	Definitions
Account Type	The account types include: [Government Holding Account], [Holding Account], [Reserve Account for Retirement], [Reserve Account for Mandatory Cancellation], [Reserve Account for Voluntary Cancellation], [Reserve Account for Cancellation for each Eligible Flag], [Retirement Account], [Mandatory Cancellation Account], [Voluntary Cancellation Account] and [Cancellation Account for each Eligible Flag].
Account Number	A number to uniquely identify the account.
Account Name	The name of an account. When the Account Holder is a corporation, this is the name of the corporation.
Corporation Name	The corporate name of the Account Holder.
Acquiring Account	An account where the balance increases due to acquisition of credit when the credit is transferred to the account.
Transferring Account	An account where the balance decreases due to transfer of credit when the credit is transferred from the account.
Holding Account	An account used by a corporation of each country to hold credit.
Government Holding Account	An account used by the government of each country to hold credit.
Reserve Account for Mandatory Cancellation	An account to which credit is transferred for mandatory cancellation.
Mandatory Cancellation Account	An account that needs to be used to cancel credit due to fraud, errors, or similar reasons.
Reserve Account for Voluntary Cancellation	An account to which credit is transferred for voluntary cancellation.
Voluntary Cancellation Account	An account used to voluntarily cancel credit.
Reserve Account for CORSIA Cancellation	An account to which credit is transferred for CORSIA cancellation.
CORSIA Cancellation Account	An account used to cancel credit whose eligible flag is CORSIA.
Reserve Account for Retirement	An account to which credit is transferred for retirement.

Retirement Account	An account for the purpose of retiring JCM credits. The JCM credits transferred to the retirement account are not further transferred and are used as a part of the internationally pledged greenhouse gases mitigation efforts by the respective countries.
Open	Indicates that the account is opened.
Frozen	As the account is frozen, it is not possible to use this account for transferring, canceling, or retiring a credit or to issue a credit for the account.
Closed	As the account is closed, logging into the account is not possible.

(4) Credit-related terms

Terms	Definitions
Issuance	Issuance of a credit by governments of the countries that is equivalent to the reduction and absorption achieved in the project pursuant to the decision and notification by the Joint Committee.
Transfer	Transfer of a credit from the account of one entity to that of another.
Acquire	Receipt of a credit.
Transaction	A set of actions conducted for handling JCM credits.
Domestic Trade	Transfer and acquisition of a credit between entities within a single registry.
International Trade	Transfer and acquisition of a credit between different registries.
Transaction Type (Transfer Type)	The transaction types include: [Issuance], [Domestic Trade], [Retirement], [Cancellation], [Undo (Issuance)] and [Administrative Transfer].
Transaction Number	A number to uniquely identify the transactions for a credit. When multiple credits are transferred in a single transaction, the credits are managed by a single transaction number.
Domestic Transfer	Transfer of a credit from one holding account to another within the same country's registry (transfer within one account is not possible).
International Transfer	Transfer of a credit to a holding account in the registry of another country.
Retirement	Transfer of a credit to the Reserve Account for Retirement.

Cancelation	Transfer of a credit to the Reserve Account for Cancelation.
Administrative Transfer	Credit transfer by the Registry Manager. A credit having been transferred to the Reserve Account for Cancelation or the Reserve Account for Retirement by the Account Holder is transferred to the Cancelation or Retirement Account by the Registry Manager. This term also refers to, inter alia, transfer of a credit by the Registry Manager that needs to be conducted due to correction of errors etc.
Amount of Credit (t-CO ₂)	The amount of credit per unit (unit: t-CO ₂).
Credit ID Number	A number assigned to a credit per 1t-CO ₂ .
Credit Block	A basic unit for handling credits. An ID Number (credit ID Number) is assigned to a credit per 1t-CO ₂ . However, for convenience, the first to last credit ID Numbers are handled as a single block (credit block).
Project Number	A number to uniquely identify a registered project. This number comprises the code representing the partner country of the project and a 3-digit number (e.g. ID001). * ID is the country code representing Indonesia.
Credit Authentication Number	A number assigned to a credit in response to an application submitted to request issuance. The number comprises a 3-digit project number and a 2-digit number representing the number of times a credit has been issued.
Eligible Flag	A flag that identifies whether the credit is approved for use in an international emission reduction scheme.

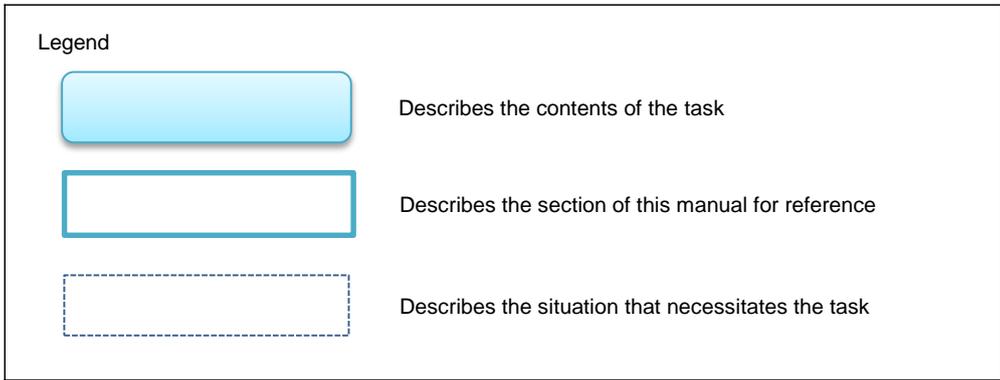
(5) Application-related

Terms	Definitions
In process	The information change application has been registered (in the approval procedure (not approved yet))
Withdrawn	The information change application has been withdrawn.
Approved	The application has been approved by the Approver (approved (in a grace period prior to completion)).
Rejected	The application has been rejected by the Approver.
Terminated	The approval procedure of an approved application is not completed and is abnormally terminated.
Completed	The approval procedure of an approved application has been completed.

2.2 Task flow

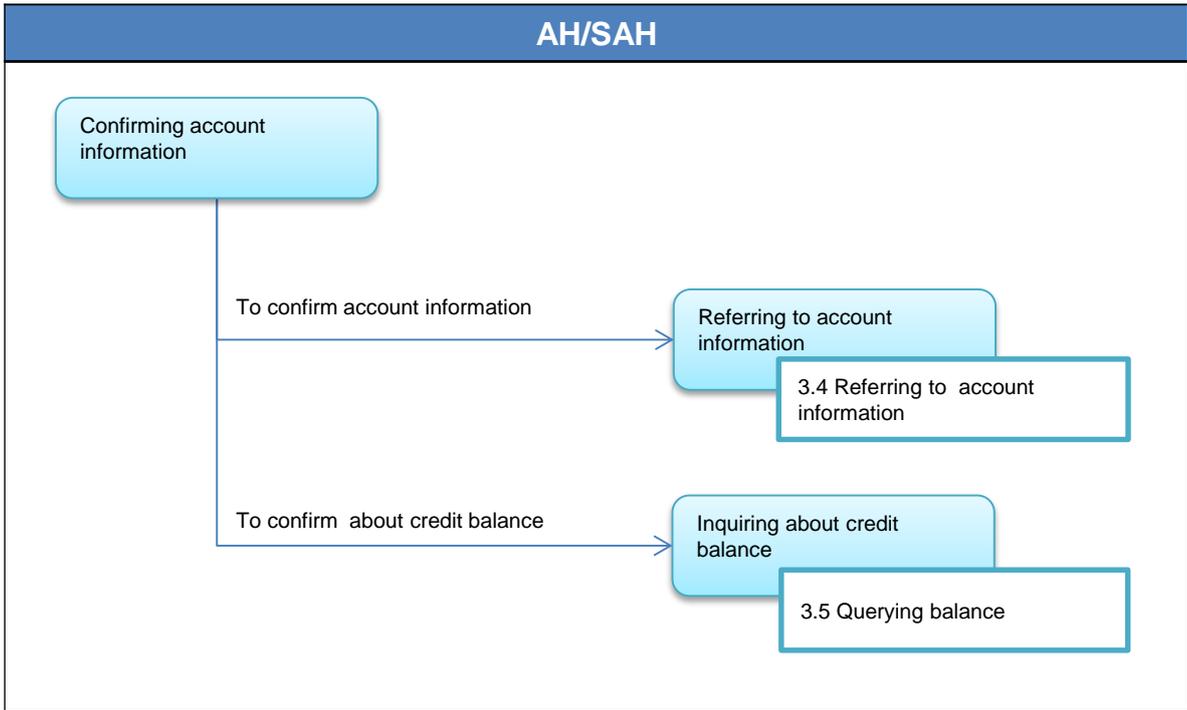
The task types performed by the SRM are illustrated below. See the [Task Flow] concerning the task to be performed.

Task flow	User	Details
2.2.1 Confirming account information	AH/SAH	The information on the account and credit balance of the AH and the SAH are confirmed.
2.2.2 Transferring credit	AH	An application is submitted for conducting the following types of transfer: <ul style="list-style-type: none"> • Transferring credit (domestic) • Retiring credit • Cancelling credit
	SAH	The contents of the application are confirmed and approved.
2.2.3 Confirming the transactions status	AH/SAH	The status of transactions of the AH and the SAH is confirmed.
2.2.4 Changing information on responsible department/personnel	AH	An application is submitted for changing information on the responsible department/personnel.
	SAH	An application for changing information on the responsible department/personnel submitted by the AH is approved. The SAH makes changes to the aforementioned information.
2.2.5 Changing passwords	AH/SAH	The AH/SAH change their own password.
2.2.6 Withdrawing information change application	AH	An application to be approved by the SAH is withdrawn.
	SAH	An application that has been approved by the SAH and is in a grace period is withdrawn.



2.2.1 Confirming account information

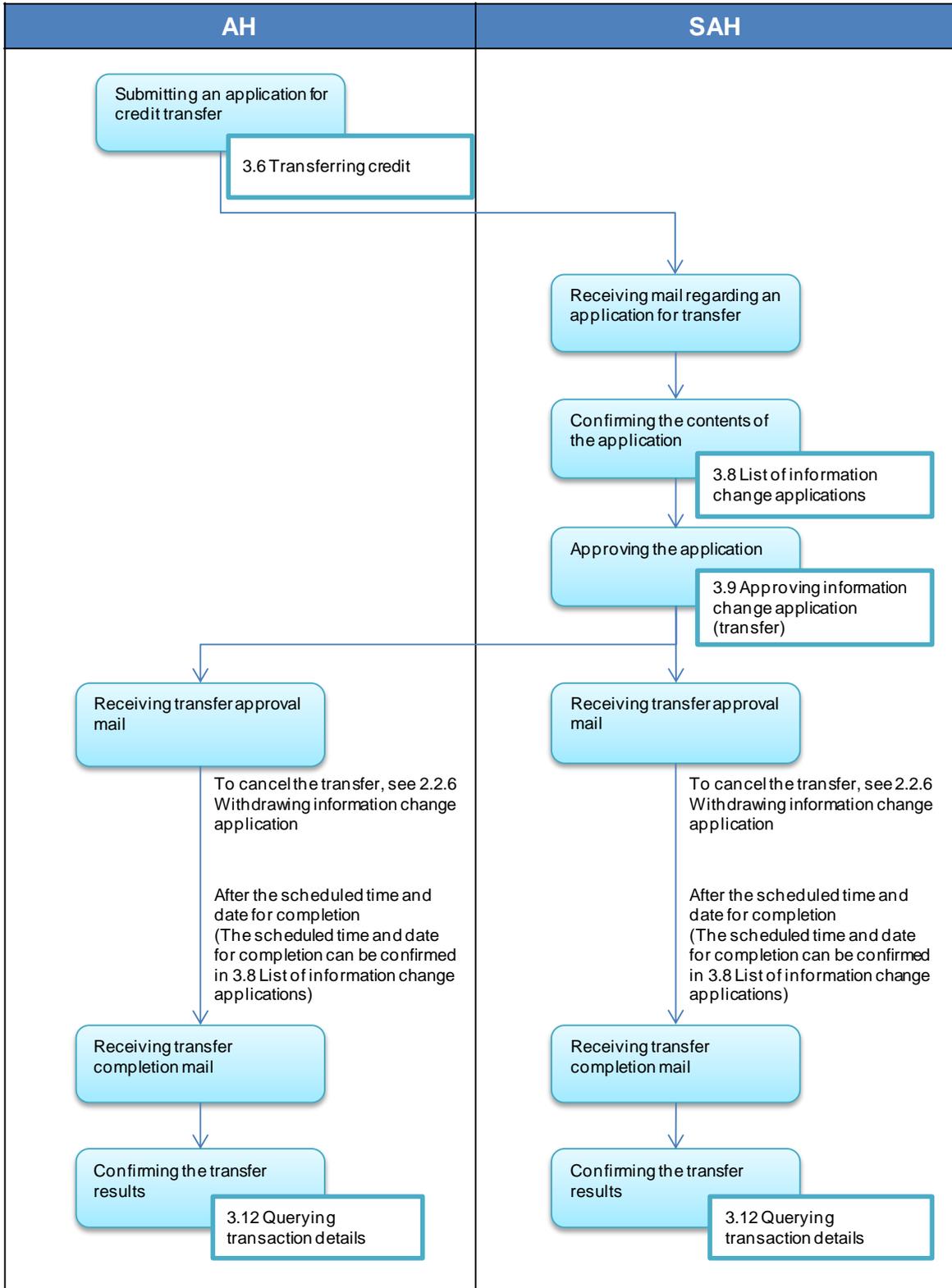
The AH or SAH confirms its own account information as follows:



2.2.2 Transferring credit

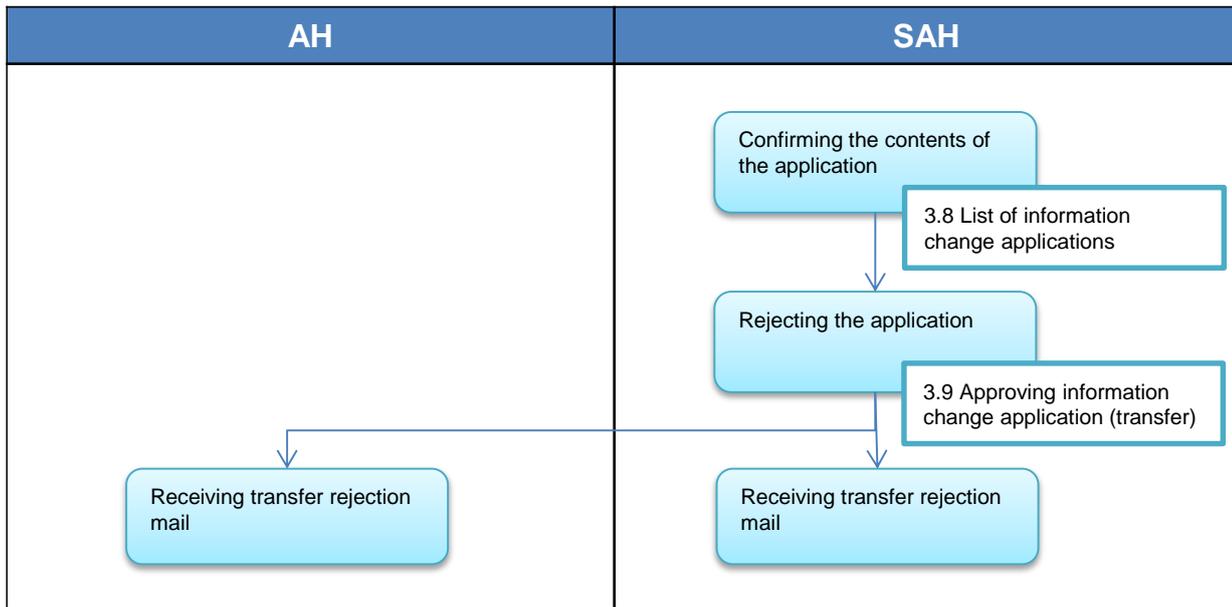
The AH submits various types of applications and the SAH approves or rejects them as follows:

A1. When the SAH approves the application:



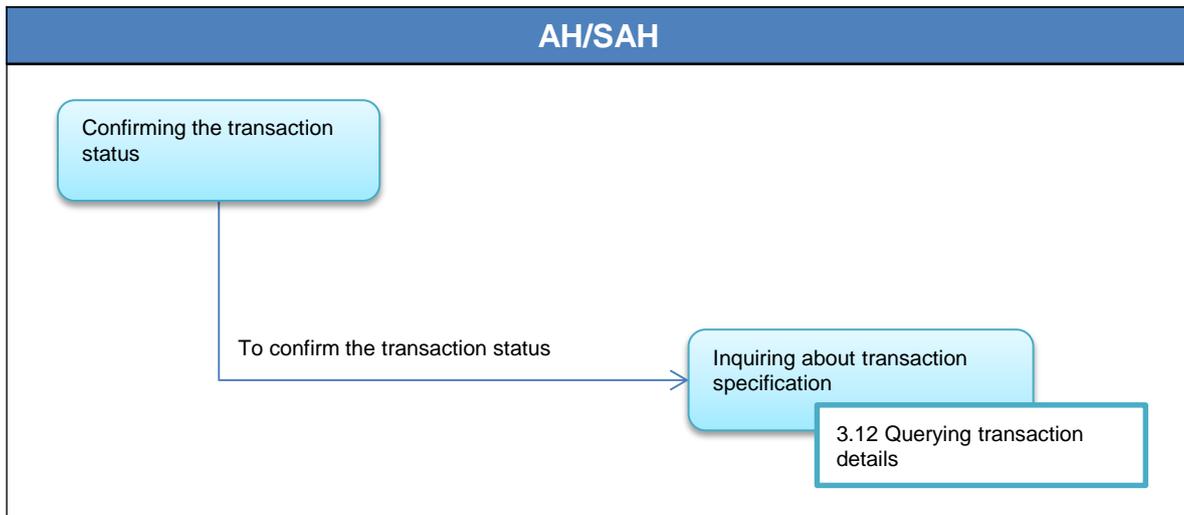
(Credit transfer)

A2. When the SAH rejects the application:



2.2.3 Confirming the transaction status

The transaction status of the AH/SAH is confirmed as follows:

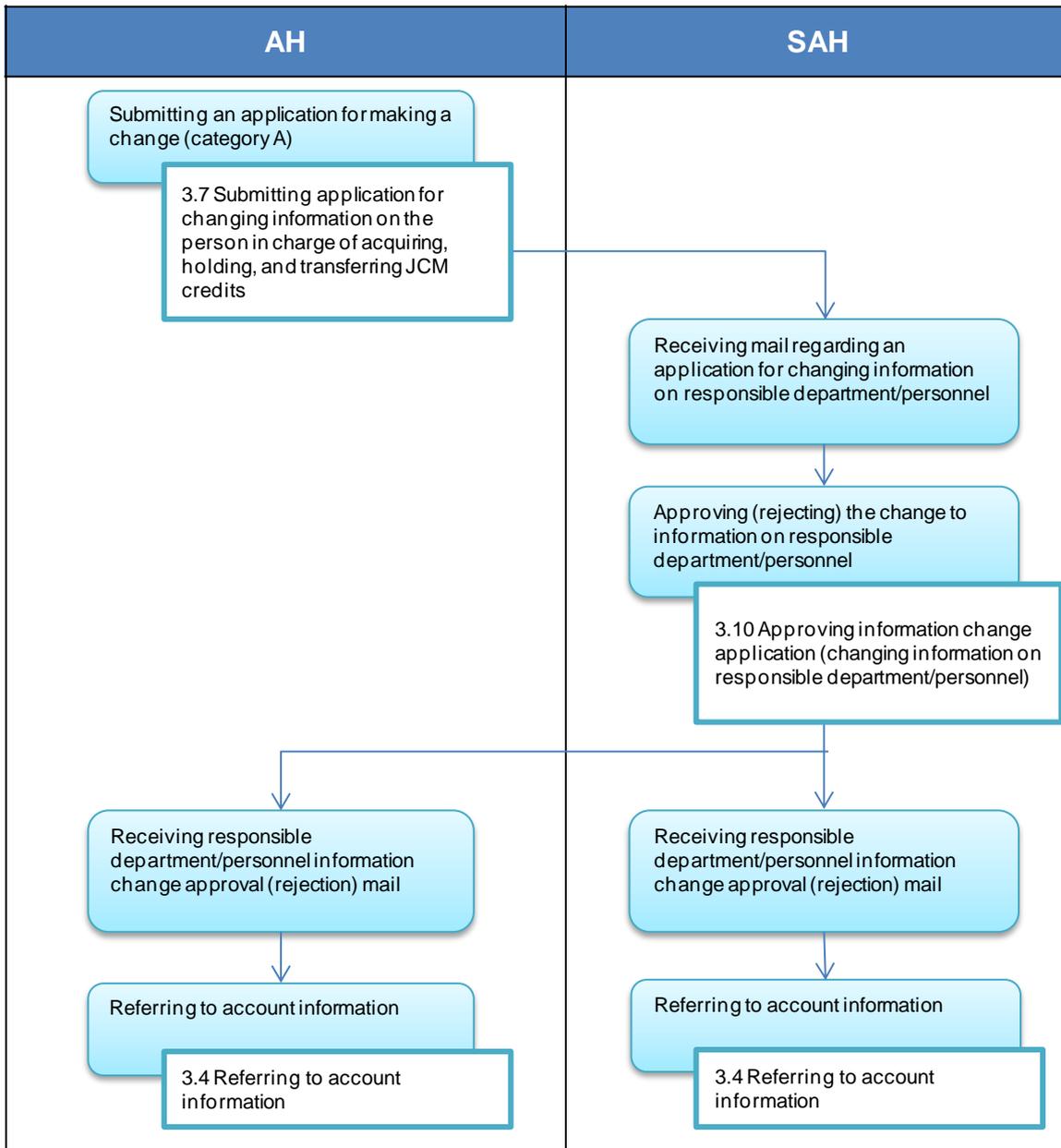


2.2.4 Changing information on responsible department/personnel

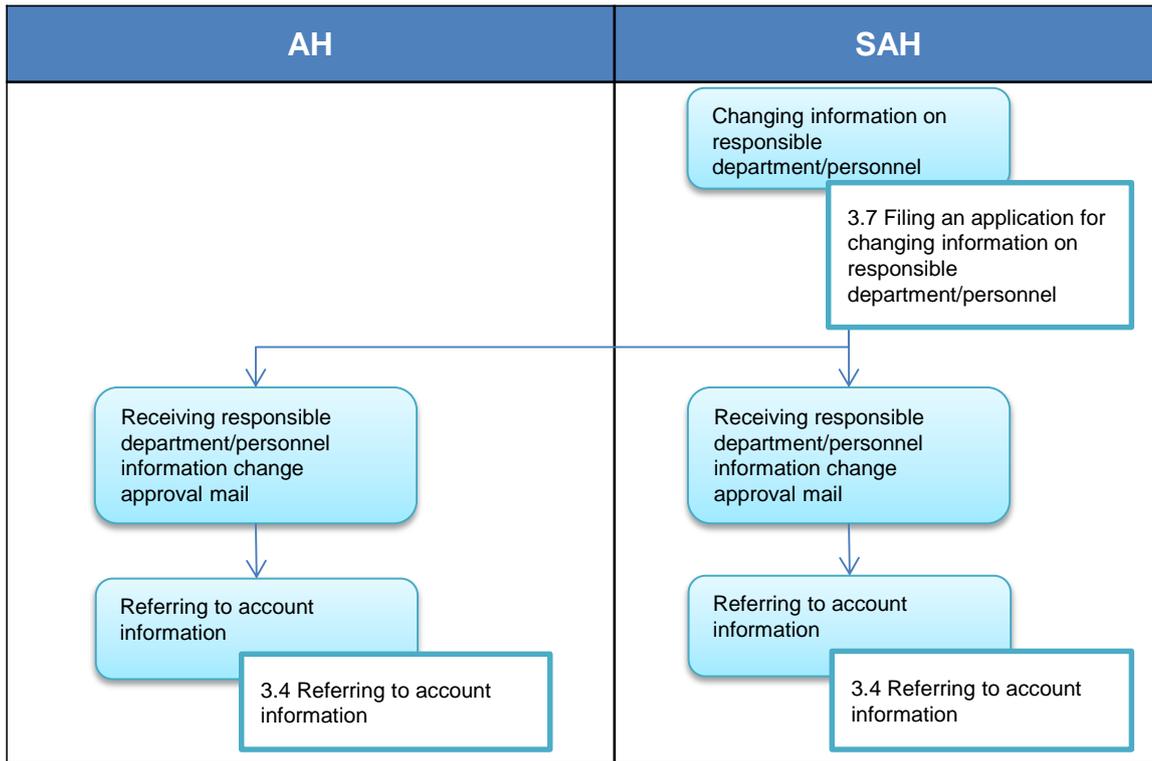
Information on the responsible department/personnel is referred to and changed as shown below. Changes are divided into two categories.

Category A. Changing the responsible department, postal address, and E-mail address of the account holder

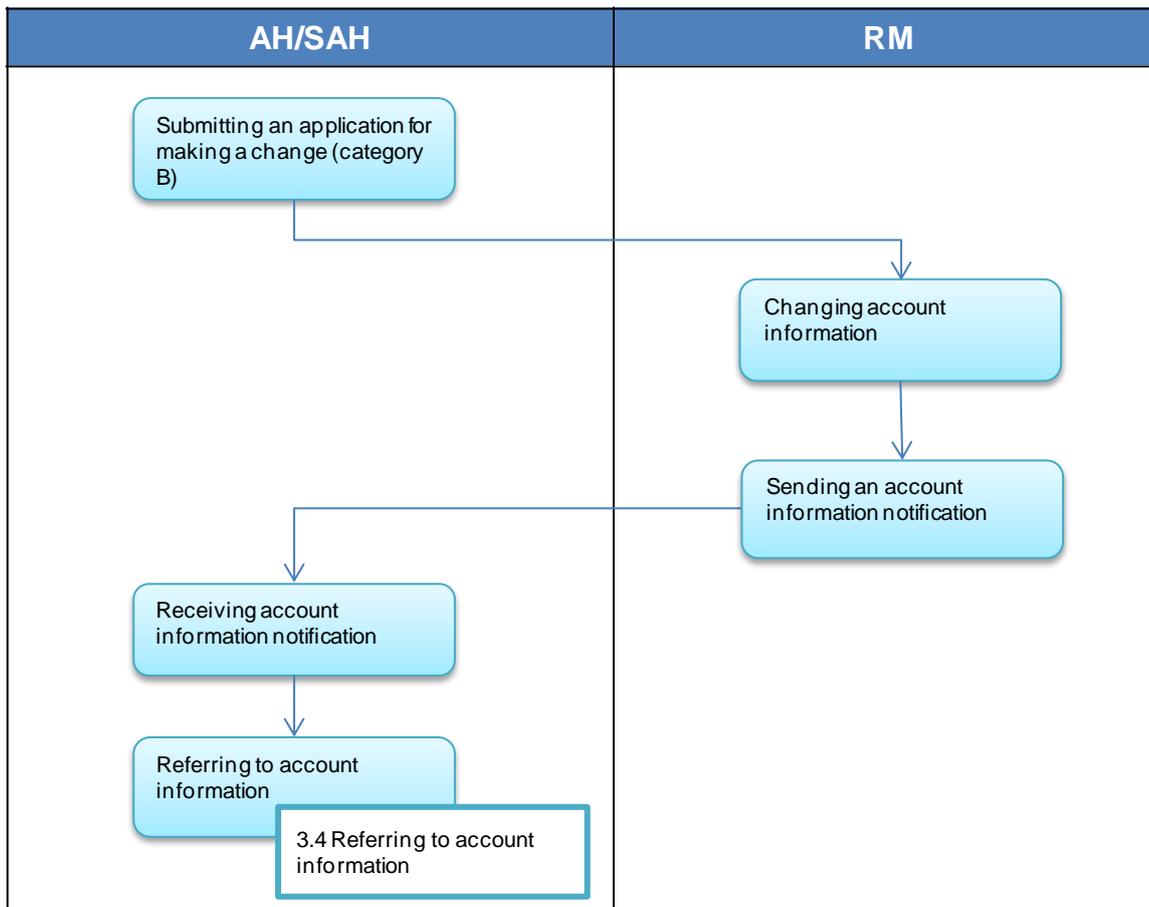
A1. When the AH submits an application:



A2. When the SAH submits an application (approval not necessary):

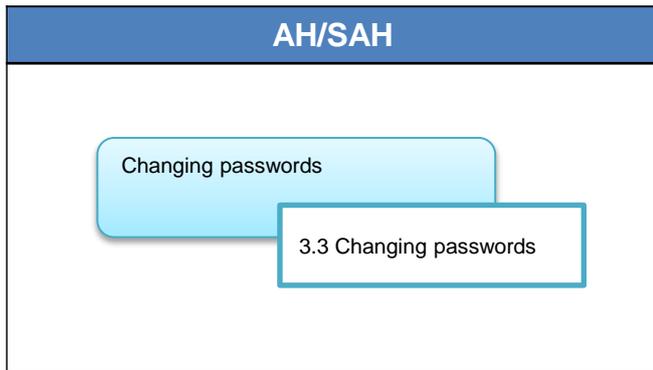


Category B. Changing the corporate name, for which an application needs to be submitted with the RM)



2.2.5 Changing passwords

The password of the AH/SAH is changed as follows:



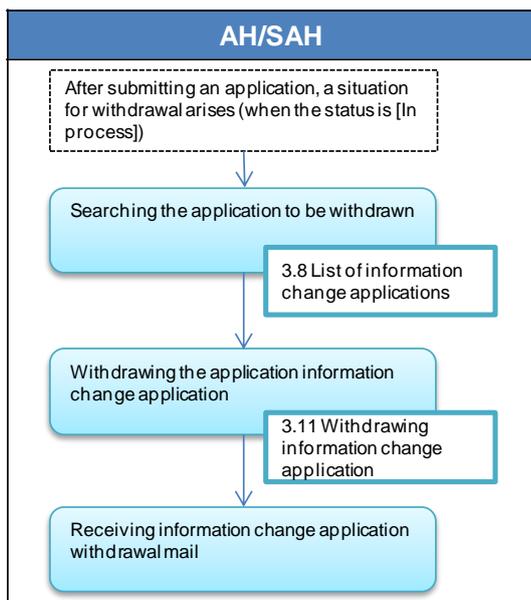
2.2.6 Withdrawing information change application

An information change application is withdrawn as described below. There are two procedures for withdrawal:

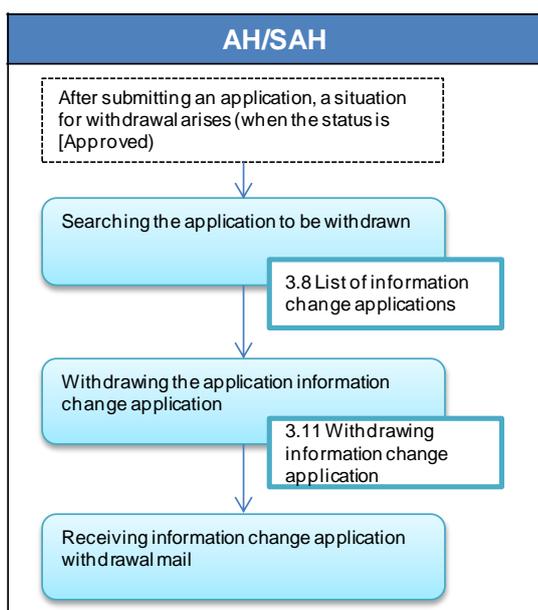
A1. Withdrawing an application in approval waiting status

A2. Withdrawing an application between the time of its approval and the scheduled time and date for completion

A1. Withdrawing an application in approval waiting status



A2. Withdrawing an application between the time of its approval and the scheduled time and date for completion



3 Explanation of Operations

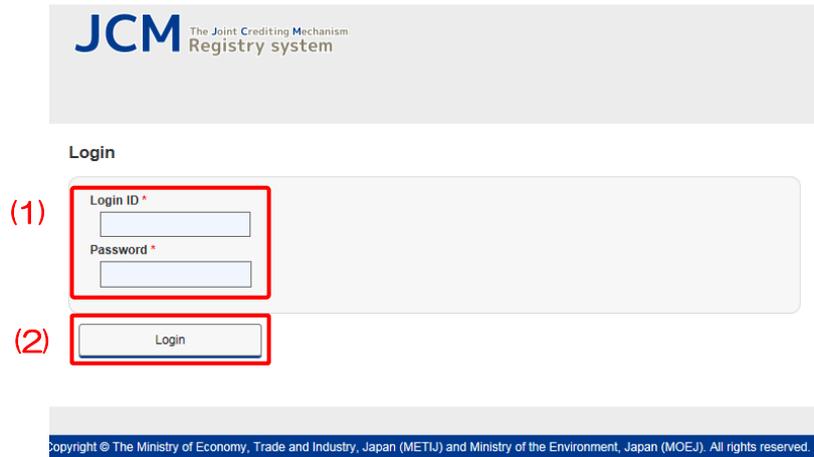
3.1 Login and Home Window

Log into the JCM registry system.

*Before logging into the JCM registry system, you need to be authenticated by One-time password.

You should refer to "[JCM Registry system operation manual annex \(one-time password authentication\)](#)" in advance.

3.1.1

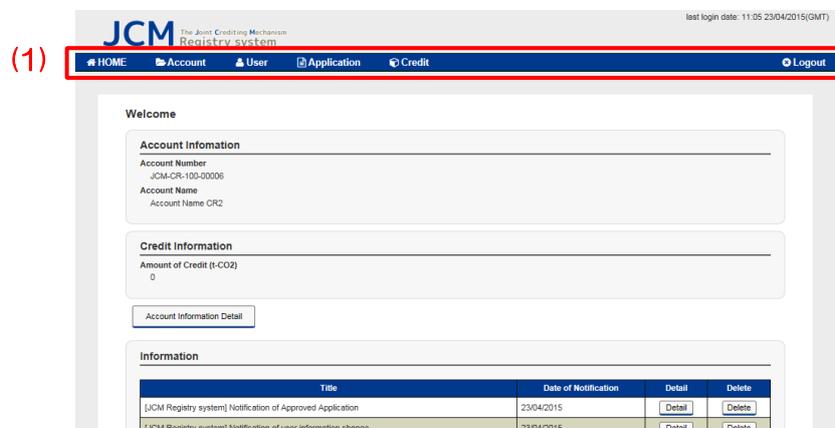


(1) On the [Login] window, enter the login ID and password.

(2) Click the [Login] button.

- Note:
- If a wrong login ID or password is entered more than a specified number of times, login is not possible for ten minutes. After ten minutes have elapsed, try to login again.
 - Regarding usable browsers, see [1.2 Operating environment].
 - If you forget the login ID/password or the password has expired, see [4.1 FAQ]

3.1.2



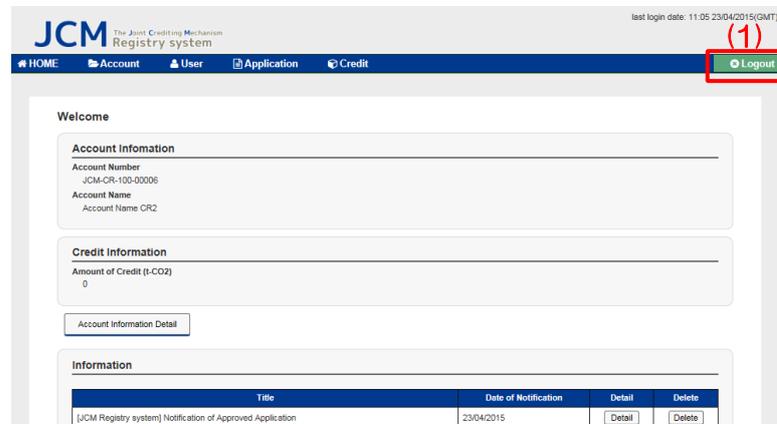
Title	Date of Notification	Detail	Delete
[JCM Registry system] Notification of Approved Application	23/04/2015	Detail	Delete
[JCM Registry system] Notification of user information change	23/04/2015	Detail	Delete

(1) Through the menu on the top of the window, various types of features are available.

3.2 Logout

Log out from the JCM registry system.

3.2.1



(1) On the menu, click [Logout].

3.2.2



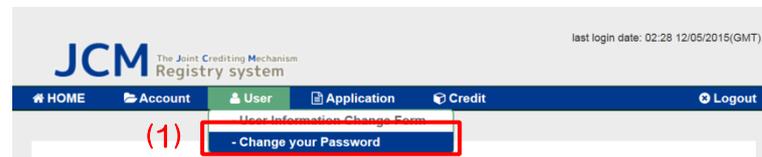
(1) On the [Logout] window, confirm that logout has been completed.

- Note:
- The browser is closed by clicking the [Close] button.
 - To stop using the system, be sure to perform the aforementioned procedure for logout.
 - When the window is closed by, e.g., clicking the [X] button on the browser, logout is not performed properly, and login is not possible for 30 minutes.

3.3 Changing passwords

The password is changed via the following specified procedure. After the change, you will be notified by e-mail that your password has been changed. The password is valid for 365 days. Before expiry, perform the procedure to change the password.

3.3.1



(1) In the [User] item of the menu, select and click [Change your Password].

3.3.2

(1) On the [Change your password - STEP1] window, enter the current password in the [Old Password] box and the new password in the [New Password] and [New Password (confirm)] boxes.

(2) Click the [Change] button.

- Note:
- The password must have eight to twenty characters.
 - The password must include half-width numerals, half-width alphabetical characters (upper case), half-width alphabetical characters (lower case) and symbols.
 - The usable symbols include [#], [\$], [%], [&], [@] and [+].

- Do not set the following character strings for the password.
 - Account name or name (including meaningful part)
 - Words in the dictionary, date of birth
 - A simple combination of the above
 - A simple combination of the above and numbers
- Do not set the same password as other services.
- Do not tell others the password you set.

3.3.3

JCM The Joint Crediting Mechanism Registry system last login date: 09:08 27/05/2015(GMT)

HOME Account User Application Credit Logout

Change your password - STEP2

Your password has been changed.

Step 1 Step 2

(1) **Certification Information**

Login ID
0000000424

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- (1) On the [Change your password - STEP2] window, confirm that the password has been changed.

3.4 Referring to account information

The account information on the AH/SAH is referred to as follows:

3.4.1

The screenshot displays the 'Account Information Detail' page in the JCM Registry system. The top navigation bar includes 'HOME', 'Account', 'User', 'Application', 'Credit', and 'Logout'. The 'Account' menu item is highlighted with a red box and labeled (1). The main content area is enclosed in a red box labeled (2) and contains the following sections:

- Account Information**
 - Account Number: JCM-CR-100-00005
 - Account Name: Account Name CR2
 - Account Type: Holding Account
 - Account Status: Open
 - Name of Representative: Name of Representative CR2
 - Zip: -
 - Postal Address: Postal Address CR2
 - Phone: -
 - Opening Date: -
 - Closed Date: -
 - Notes: -
- User Information**
 - User ID: 6
 - Corporation Name: Corporation Name CR2
 - Section: Section CR2
 - Name of Person In Charge: Name of Person In Charge CR2
 - Zip: -
 - Postal Address: Postal Address CR2
 - Phone: -
 - Fax: -
- Certification Type**
 - AH
 - E-mail: ah@test.co.cr
- Certification Type**
 - SAH
 - E-mail: sah@test.co.cr

At the bottom of the page, there is a 'Balance' button.

- (1) On the menu, click [Account].
 - ✓ The [Account Information Detail] window is displayed.
- (2) Confirm the account information.

Note:

- Click the [Balance] button to go to [\[3.5 Querying balance\]](#)
- With regard to the Account Type and the Account Status, see (3) [\[Account-related terms\]](#) of 2.1 [\[Glossary of terms\]](#).

3.5 Querying balance

The credit balance of the account of the AH/SAH is referred to as follows:

3.5.1

The screenshot shows the JCM Registry system interface. The top navigation bar includes 'HOME', 'Account', 'User', 'Application', 'Credit', and 'Logout'. The 'Account' menu item is highlighted with a red box and labeled (1). The main content area displays 'Account Information Detail' with the following sections:

- Account Information**
 - Account Number: JCM-CR-100-00006
 - Account Name: Account Name CR2
 - Account Type: Holding Account
 - Account Status: Open
 - Name of Representative: Name of Representative CR2
 - Zip: -
 - Postal Address: Postal Address CR2
 - Phone: -
 - Opening Date: -
 - Closed Date: -
 - Notes: -
- User Information**
 - User ID: 6
 - Corporation Name: Corporation Name CR2
 - Section: Section CR2
 - Name of Person In Charge: Name of Person In Charge CR2
 - Zip: -
 - Postal Address: Postal Address CR2
 - Phone: -
 - Fax: -
- Certification Type**
 - AH: ah@test.co.cr
- Certification Type**
 - SAH: sah@test.co.cr

The 'Balance' button is highlighted with a red box and labeled (2).

(1) On the menu, click [Account].

✓ The [Account Information Detail] window is displayed.

(2) Click the [Balance] button.

3.5.2

last login date: 06:43 29/10/2021(GMT)

HOME Account User Application Credit Logout

Balance

(1) **Account Information**

Account Number
JCM-SP-100-00117

Account Name
20211025TestCompanyAccount(Change)

Total Amount of Credit (t-CO2)
5,140

Credit Information

Scheme	Partner	Issued	(From)	(To)	Credit Authentication Number	Issued Year	Reduction (Removal) Year	Status	Eligible Flag	Amount of Credit (t-CO2)
JCM	BD	BD	27001	27010	10003	2015	2015	Valid		10
JCM	ET	JP	1	10	00201	2021	2021	Valid	CORSIA	10

Back Download PDF

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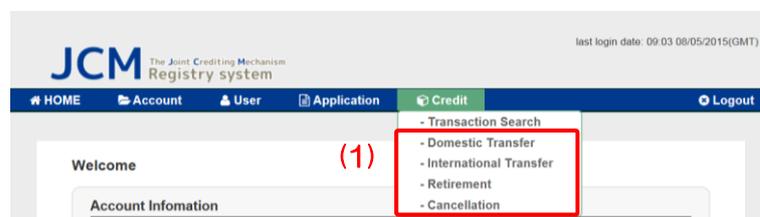
(1) On the [Balance] window, confirm the credit balance.

- Note:
- Click the [Download PDF] button to output the account information in PDF format.
 - Click the [Back] button to return to the [Account Information Detail] window.

3.6 Transferring credit

An application for transferring a credit is submitted follows: This feature may be used only by the AH.

3.6.1



(1) In the [Credit] item of the menu, select and click the Transaction Type to be performed.

Note: ● With regard to the Transaction Type, see (4) [Credit-related terms] of 2.1 [Glossary of terms].

3.6.2

The screenshot shows the 'Domestic Trade - STEP1' form in the JCM Registry system. The form is divided into five numbered sections:

- (1) **Transaction Type Information**: Shows Transaction Type as 'Domestic Trade' and Account Number (Transferring) as 'JCM-JP-100-00117'.
- (2) **Account Number (Acquiring)**: Includes dropdowns for Scheme Type ID (JCM) and Country Code (JP), and input fields for Account Type ID and Account Identifier.
- (3) **Notes**: A large text area for entering comments.
- (4) **List of Balance**: A table with columns for Scheme, Partner, Issued (From/To), Credit Authentication Number, Issued Year, Reduction/Removal Year, Eligible Flag, Amount of Credit (t-CO2), and Amount of Transfer (t-CO2). Two rows are shown, both with '0' in the Amount of Transfer column.
- (5) **Confirm**: A button at the bottom of the form.

- (1) Confirm the Transaction Type and the information on the account which the credit is transferred from.
- (2) Entering (or confirming) the information on the account to which the credit is to be transferred.
- (3) Enter comments and purpose of use of credit for the SAH (e.g., the reason why the application has been submitted)
- (4) Enter the amount of credits to be transferred.
- (5) Click the [Confirm] button.

- Note:
- Please be sure to fill in the reason (purpose of use of credit (one of the following)) in the "Notes" column when canceling or retiring a credit.
 1. Adjustment on GHG emissions through retirement as stated in Article 1, Item 4 of the Order on Reporting of Carbon Dioxide Equivalent Greenhouse Gas Emissions etc. (the Ordinance of the relevant Ministries, No.2 of 2006)
 2. ●● canceled for CORSIA
(●●: The name of the account utilizing for CORSIA)
 3. ●● canceled on behalf of ○○ for CORSIA

(●●: The name of the account canceled on behalf of the legal entity utilized CORSIA, ○○: The name of the legal entity utilized CORSIA)

4. Utilization for other international mitigation purposes

5. Utilization for carbon offsetting and other purposes

- The type of credit transfer to be conducted and the type ID and identifier of account to which the credit is to be transferred need to be properly matched:

Transaction Type	Type of account that can be designated as an account to which a credit is to be transferred	Account Type ID	Account Identifier
Domestic Transfer	Holding account of the same country	100	Identifier of holding account
	Government Holding Account of the same country	110	00001
Cancellation	Reserve Account for Voluntary Cancellation of a same country	210	00007
	Reserve Account for CORSIA Cancellation of a same country	220	00011
Retirement	Reserve Account for Retirement of the same country	300	00008

- When the type of credit transfer to be conducted is Retirement, the account to which the credit is to be transferred is automatically entered.

Transaction Type	Account Type ID	Account Identifier	Account Name
Retirement	300	00008	Reserve Account for Retirement

- A credit may not be directly transferred to the following types of accounts:

Account Name	Account Type ID	Account Identifier	Reason for not allowing transfer
Mandatory Cancellation Account	201	00002	These types of accounts are used by the Registry Manager.
Voluntary Cancellation	211	00003	

Account			
CORSIA Cancellation Account	221	00010	
Retirement Account	301	00004	

3.6.3

Transaction Type Information
Transaction Type: Domestic Trade

Account Number (Transferring): JCM-JP-100-00117
Account Name (Transferring): 20211025TestCompanyAccount(Change)

Account Information (Acquiring)
Account Number (Acquiring): JCM-JP-100-00116
Account Name (Acquiring): 20200703TestCompanyAccount(Change)

Notes

List of Transfer

Scheme	Partner	Issued (From)	(To)	Credit Authentication Number	Issued Year	Reduction/Removal Year	Eligible Flag	Amount of Credit (1 CO2)	Amount of Transfer (1 CO2)
JCM	BD	BD	27001	27010	10003	2015	2015	10	1
JCM	ET	JP	1	10	00201	2021	2021	10	1

Back Register

- (1) Confirm the entered information.
- (2) Click the [Register] button.

- Note:
- When the [Register] button is clicked, a transaction request mail is sent to the AH and the SAH.
 - Click the [Back] button to return to the previous page.

3.6.4

Transaction Type Information
Transaction Type: Domestic Trade

Application Number Information
Application Number: JP-05

Account Number (Transferring): JCM-JP-100-00117
Account Name (Transferring): 20211025TestCompanyAccount(Change)

Account Information (Acquiring)
Account Number (Acquiring): JCM-JP-100-00116
Account Name (Acquiring): 20200703TestCompanyAccount(Change)

Notes

List of Transfer

Scheme	Partner	Issued (From)	(To)	Credit Authentication Number	Issued Year	Reduction/Removal Year	Eligible Flag	Amount of Credit (1 CO2)	Amount of Transfer (1 CO2)
JCM	BD	BD	27001	27010	10003	2015	2015	10	1
JCM	ET	JP	1	10	00201	2021	2021	10	1

- (1) Confirm that the application for transferring a credit has been made.

- Note:
- The application status changes to [In process]. In order for the credit to be transferred after approval, the application has to go through the grace period, and its status has to change to [Completed].

3.7 Submitting application for changing information on the person in charge of acquiring, holding, and transferring JCM credits

To make the type of change that cannot be made by this feature, an application for change needs to be separately submitted with the RM.

3.7.1



(1) In the [User] item of the menu, select and click [User Information Change Form].

The screenshot shows the 'User Information Change - STEP1' interface. At the top, the JCM logo and 'The Joint Crediting Mechanism Registry system' are displayed, along with the user's last login date (06:32 13/05/2015(GMT)). A navigation bar includes links for HOME, Account, User, Application, Credit, and Logout. The main content area is titled 'User Information Change - STEP1' and features a progress indicator with 'Step 1' selected. The form is organized into three distinct sections, each with a 'Certification Type' label. The first section, 'User Information', includes fields for User ID (23), User Type (Account Holder), Corporation Name (AH0001), Section (AH0001), Name of Person in Charge (AH0001), Zip (001-0001), Postal Address (AH0001), Phone (01-0000-0001), and Fax. The second section, 'Certification Type AH', includes E-mail (ah0001@nttdata.co.jp) and Confirm E-mail (ah0001@nttdata.co.jp) fields. The third section, 'Certification Type SAH', includes E-mail (sah0001@nttdata.co.jp) and Confirm E-mail (sah0001@nttdata.co.jp) fields. A 'Confirm' button is located at the bottom of the form. A red box highlights the entire form area, and a red circle highlights the 'Confirm' button.

- (1) On the [User Information Change - STEP1] window, enter changes to user information items.
- (2) Click the [Confirm] button.

- Note:
- No changes should be made to the items for which changes are not necessary.
 - The same E-mail address may not be registered for the AH and the SAH.

last login date: 06:32 13/05/2015(GMT)

JCM The Joint Crediting Mechanism Registry system

HOME Account User Application Credit Logout

User Information Change - STEP2

Step 1 Step 2 Step 3

(1) User Information

User ID
23

User Type
Account Holder

Corporation Name
Corporation Name AH0001

Section
Section AH0001

Name of Person In Charge
Name of Person In Charge AH0001

Zip
001-0001

Postal Address
Postal Address AH0001

Phone
01-0000-0001

Fax
02-0000-0002

Certification Type
AH
E-mail
ah0001@ntldata.co.jp

Certification Type
SAH
E-mail
sah0001@ntldata.co.jp

Back Application (2)

- (1) On the [User Information Change - STEP2] window, confirm the entered information.
- (2) Click the [Application] button.

- Note:
- The changes are highlighted in red.
 - When the above procedure is performed by the AH, a mail regarding an application for changing information on the responsible department/personnel is sent to the AH and the SAH.
 - When the above procedure is performed by the SAH, a responsible department/personnel information change approval mail is sent to the AH and the SAH (filing an application and approval takes place simultaneously).
 - Click the [Back] button to return to the [User Information Change - STEP1] window.

(1) User Information Change - STEP3

Step 1 > Step 2 > Step 3

User Information

User ID
23

User Type
Account Holder

Corporation Name
Corporation Name AH0001

Section
Section AH0001

Name of Person in Charge
Name of Person in Charge AH0001

Zip
001-0001

Postal Address
Postal Address AH0001

Phone
01-0000-0001

Fax
03-0000-0002

Certification Type
AH
E-mail
ah0001@nttdata.co.jp

Certification Type
SAH
E-mail
sah0001@nttdata.co.jp

- (1) On the [User Information Change - STEP3] window, confirm that the application for changing information has been made.

- Note:
- When submitted by the AH, the scheduled time and date for completion is set after approval by the SAH.
 - When submitted by the SAH, the scheduled time and date for completion is set upon completion of the filing.
 - With regard to the scheduled time and date for completion, see [3.8 List of information change applications].

3.8 List of information change applications

A list of information change applications is displayed as follows:

3.8.1

The screenshot shows the JCM Registry system interface. At the top, the logo 'JCM The Joint Crediting Mechanism Registry system' is displayed, along with the user's last login date: 08/08 13/05/2015(GMT). The navigation menu includes HOME, Account, User, Application (highlighted with a red box and labeled (1)), Credit, and Logout. Below the menu is the 'Application Search' section, which contains a 'Search Criteria' form (labeled (2)). The form includes fields for Application ID Number, Application Type (set to 'Any'), Status (set to 'Any'), Applicant, Approver (set to 'Any'), Creation Date (From) and (To), and Sort Order (ASC or DES). A 'Search' button (labeled (3)) is located below the form. Below the search form is the 'Application Information List' (labeled (4)), which is a table with columns: Creation Date, Application Number, Application Type, Applicant, Approver, Status, Examination, and Detail. The table contains five rows of application data, each with a 'Detail' button in the last column.

Creation Date	Application Number	Application Type	Applicant	Approver	Status	Examination	Detail
08/05/2015	JP-3	Cancellation	Account Name AH0001	RM	Completed		Detail
08/05/2015	JP-4	Retirement	Account Name AH0001	RM	Completed		Detail
08/05/2015	JP-5	Replacement	Account Name AH0001	RM	Completed		Detail
12/05/2015	JP-6	User Information Change	Account Name AH0001	SAH	Withdrawn		Detail
13/05/2015	JP-8	User Information Change	Account Name AH0001	SAH	Approved		Detail

- (1) On the menu, click [Application].
 - ✓ The [Application Search] window is displayed.
- (2) In the [Search Criteria] item, enter and select the search conditions.
- (3) Click the [Search] button.
 - ✓ The search results are displayed in an [Application Information List].
- (4) Click the [Detail] button.

Note: ● With regard to the Status of [Application Information List], see (5) [Application-related] of 2.1 [Glossary of terms].

JCM The Joint Crediting Mechanism Registry system last login date: 04:53 11/11/2021(GMT)

HOME Account User Application Credit Logout

Application Detail

Application Information

Creation Date
11/11/2021

Application Number
JP-89

Application Type
Domestic Transfer

Applicant
20211025TestCompanyAccount(Change)

Approver
SAH

Comment

Status
In process

Expected Date of Completion

(1)

Transaction Information

Transaction Type
Domestic Trade

Account Number (Transferring)
JCM-JP-100-00117

Account Name (Transferring)
20211025TestCompanyAccount(Change)

Account Number (Acquiring)
JCM-JP-100-00116

Account Name (Acquiring)
20200703TestCompanyAccount(Change)

Total Amount of Transfer (t-CO2)
2

Notes

Transaction Credit Information

Scheme	Partner	Issued (From)	(To)	Credit Authentication Number	Issued Year	Reduction/Removal Year	Eligible Flag	Amount of Credit (t-CO2)	Amount of Transfer (t-CO2)
JCM	BD	BD	27001	27010	10003	2015	2015	10	1
JCM	ET	JP	1	10	00201	2021	2021	CORSIA	1

Note: This is the information at the time of application.

Back to List Withdraw

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(1) On the [Application Detail] window, confirm the contents of the information change application.

- Note:
- Click the [Withdraw] button to go to [3.11 Withdrawing information change application].
 - Click the [Back to List] button to return to the [Application Search] window.

3.9 Approving information change application (transfer)

An application submitted for transferring a credit is approved/rejected as follows: This feature may be used only by the SAH.

3.9.1

The screenshot shows the JCM Registry system interface. The top navigation bar includes 'HOME', 'Account', 'User', 'Application' (highlighted with a red box and labeled (1)), and 'Credit'. Below the navigation bar is the 'Application Search' section, which contains a 'Search Criteria' form (labeled (2)) and a 'Search' button (labeled (3)). The 'Search Criteria' form includes fields for 'Application ID Number', 'Application Type' (set to 'Any'), 'Status' (set to 'Any'), 'Applicant', 'Creation Date (From)' (set to '29/10/2021'), 'Creation Date (To)', and 'Sort Order' (set to 'ASC'). Below the search criteria is the 'Application Information List' table (labeled (4)), which displays search results with columns for 'Creation Date', 'Application Number', 'Application Type', 'Applicant', 'Approver', 'Status', 'Examination', and 'Detail'. The table shows two rows of data, with the 'Examination' button for the second row highlighted with a red box.

Creation Date	Application Number	Application Type	Applicant	Approver	Status	Examination	Detail
29/10/2021	JP-87	Domestic Transfer	20211025TestCompanyAccount(Change)	SAH	Completed		Detail
11/11/2021	JP-89	Domestic Transfer	20211025TestCompanyAccount(Change)	SAH	In process	Examination	Detail

- (1) On the menu, click [Application].
 - ✓ The [Application Search] window is displayed.
- (2) In the [Search Criteria] item, enter and select the search conditions.
- (3) Click the [Search] button.
 - ✓ The search results are displayed in an [Application Information List].
- (4) Click the [Examination] button of the application of interest.

- Note:
- Approval/rejection may be conducted only for an application whose status is [In process].
 - Click the [Detail] button to display the details of the application.

JCM The Joint Crediting Mechanism Registry system last login date: 04:46 11/11/2021(GMT)

HOME Account User Application Credit Logout

Examination - STEP1

Step 1 Step 2 Step 3

(1)

Application Information

Creation Date
11/11/2021

Application Number
JP-89

Application Type
Domestic Transfer

Application Status
In process

Transaction Information

Transaction Type
Domestic Trade

Account Number (Transferring)
JCM-JP-100-00117

Account Name (Transferring)
20211025TestCompanyAccount(Change)

Account Number (Acquiring)
JCM-JP-100-00116

Account Name (Acquiring)
20200703TestCompanyAccount(Change)

Total Amount of Transfer (t-CO2)
2

Notes

Transaction Credit Information

Scheme	Partner	Issued	(From)	(To)	Credit Authentication Number	Issued Year	Reduction/Removal Year	Eligible Flag	Amount of Credit (t-CO2)	Amount of Transfer (t-CO2)
JCM	BD	BD	27001	27010	10003	2015	2015		10	1
JCM	ET	JP	1	10	00201	2021	2021	CORSIA	10	1

Comment

(2)

Note: This is the information at the time of application.

Back to List Approve Reject

(3) (4)

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- (1) On the [Examination - STEP1] window, confirm the contents of the information change application.
- (2) Enter comments if necessary.
- (3) Click the [Approve] button for approval.
- (4) Click the [Reject] button for rejection.

Note: ● Click the [Back to List] button to return to the [Application Search] window.

JCM The Joint Crediting Mechanism Registry system

last login date: 04:48 11/11/2021(GMT)

HOME Account User Application Credit Logout

Examination - STEP2

Step 1 Step 2 Step 3

Application Information

Creation Date
11/11/2021

Application Number
JP-89

Application Type
Domestic Transfer

Application Status
In process

(1) **Application Transaction Type**

Application Transaction Type
Approved

Transaction Information

Transaction Type
Domestic Trade

Account Number (Transferring)
JCM-JP-100-00117

Account Name (Transferring)
20211025TestCompanyAccount(Change)

Account Number (Acquiring)
JCM-JP-100-00116

Account Name (Acquiring)
20200703TestCompanyAccount(Change)

Total Amount of Transfer (t-CO2)
2

Notes

Transaction Credit Information

Scheme	Partner	Issued (From)	(To)	Credit Authentication Number	Issued Year	Reduction/Removal Year	Eligible Flag	Amount of Credit (t-CO2)	Amount of Transfer (t-CO2)
JCM	BD	BD	27001	27010	10003	2015	2015	10	1
JCM	ET	JP	1	10	00201	2021	2021	CORSIA	10

Comment

Note: This is the information at the time of application.

Back Register (2)

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- (1) On the [Examination - STEP2] window, confirm the [Application Transaction Type].
 - ✓ [Approved] is displayed upon approval.
 - ✓ [Rejected] is displayed upon rejection.
- (2) Click the [Register] button.

- Note:
- When the [Register] button is clicked, an application approval/rejection notification mail is sent to the AH and the SAH.
 - Click the [Back] button to return to the [Examination - STEP1] window.

last login date: 04:48 11/11/2021(OMT)

HOME Account User Application Credit Logout

Examination - STEP3

Step 1 > Step 2 > Step 3

Application Information

Creation Date
11/11/2021

Application Number
JP-89

Application Type
Domestic Transfer

Application Status
Approved

Application Transaction Type

Application Transaction Type
Approved

Transaction Information

Transaction Type
Domestic Trade

Account Number (Transferring)
JCM-JP-100-00117

Account Name (Transferring)
20211025TestCompanyAccount(Change)

Account Number (Acquiring)
JCM-JP-100-00116

Account Name (Acquiring)
20200703TestCompanyAccount(Change)

Total Amount of Transfer (t-CO2)
2

Notes

Transaction Credit Information

Scheme	Partner	Issued	(From)	(To)	Credit Authentication Number	Issued Year	Reduction/Removal Year	Eligible Flag	Amount of Credit (t-CO2)	Amount of Transfer (t-CO2)
JCM	BD	BD	27001	27010	10003	2015	2015		10	1
JCM	ET	JP	1	10	00201	2021	2021	CORSIA	10	1

Comment

Back to List

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(1) On the [Examination - STEP3] window, confirm that approval/rejection of the information change application has been completed.

- Note:
- Click the [Back to List] button to return to the [Application Search] window.
 - The approval procedure for an approved application is completed after the predetermined grace period. With regard to the scheduled time and date for transfer, see [3.8 List of information change applications].

3.10 Approving information change application (changing information on responsible department/personnel)

An application submitted for changing information on the responsible department/personnel is approved/rejected as follows: This feature may be used only by the SAH.

3.10.1

The screenshot displays the JCM Registry system interface. At the top, the logo 'JCM The Joint Crediting Mechanism Registry system' is visible, along with the user's last login date: '06:08 13/05/2015(GMT)'. The navigation menu includes 'HOME', 'Account', 'User', 'Application', 'Credit', and 'Logout'. The 'Application' menu item is highlighted with a red box and labeled (1).

Below the navigation menu is the 'Application Search' section. It contains a 'Search Criteria' form with the following fields: 'Application ID Number' (text input), 'Application Type' (dropdown menu set to 'Any'), and 'Status' (dropdown menu set to 'Any'). There is also an 'Applicant' text input field. Below these are 'Approver' (dropdown menu set to 'Any'), 'Creation Date (From)' and 'Creation Date (To)' (text input fields), and 'Sort Order' (radio buttons for 'ASC' and 'DES'). A 'Search' button is located below the form, highlighted with a red box and labeled (3).

Below the search form is the 'Application Information List' table. The table has columns: 'Creation Date', 'Application Number', 'Application Type', 'Applicant', 'Approver', 'Status', 'Examination', and 'Detail'. The table contains five rows of data. The row with 'Application Number' JP-8 and 'Application Type' 'User Information Change' is highlighted with a red box and labeled (4). The 'Examination' column for this row contains the text 'Examination', which is also highlighted with a red box and labeled (5).

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- (1) On the menu, click [Application].
 - ✓ The [Application Search] window is displayed.
- (2) In the [Search Criteria] item, enter and select the search conditions.
- (3) Click the [Search] button.
 - ✓ The search results are displayed in an [Application Information List].
- (4) Confirm that the Application Type of the application to be examined is [User Information Change].
- (5) Click the [Examination] button of the application of interest.

- Note:
- Approval/rejection may be conducted only for an application whose status is [In process].
 - Click the [Detail] button to display the details of the application.

The screenshot displays the 'Examination (User Information Change) - STEP1' interface. At the top, the JCM logo and 'The Joint Crediting Mechanism Registry system' are visible, along with the last login date: 08:08 13/05/2015(GMT). The navigation bar includes HOME, Account, User, Application, Credit, and Logout. The main content area is divided into three sections: Application Information, User Information, and Certification Information. A 'Comment' field is located below these sections. At the bottom, there are three buttons: Back, Approve, and Reject. Red boxes and numbers (1) through (4) indicate the areas of interest for the instructions.

Application Information

Creation Date
13/05/2015 07:04

Application Number
JP-8

Application Type
User Information Change

Application Status
In process

User Information

User ID
23

User Type ID
Account Holder

Corporation Name
Corporation Name AH0001

Section
Section AH0001

Name of Person In Charge
Name of Person In Charge AH0001

Zip
001-0001
002-0002

Postal Address
Postal Address AH0001

Phone
01-0000-0001
02-0000-0002

Fax

Certification Information

E-mail
ah0001@nttdata.co.jp

E-mail
sah0001@nttdata.co.jp

Comment

Back Approve Reject

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- (1) On the [Examination (User Information Change) - STEP1] window, confirm the contents of the information change application.
- (2) Enter comments if necessary.
- (3) Click the [Approve] button for approval.
- (4) Click the [Reject] button for rejection.

Note:

- The changes are highlighted in red.
- Click the [Back] button to return to the [Application Search] window.

last login date: 06:08 13/05/2015(GMT)

JCM The Joint Crediting Mechanism Registry system

HOME Account User Application Credit Logout

Examination (User Information Change) - STEP2

Step 1 Step 2 Step 3

Application Information

Creation Date
13/05/2015 07:04

Application Number
JP-8

Application Type
User Information Change

Application Status
In process

(1) **Application Transaction Type**

Application Transaction Type
Approved

User Information

User ID
23

User Type ID
Account Holder

Corporation Name
Corporation Name AH0001

Section
Section AH0001

Name of Person In Charge
Name of Person In Charge AH0001

Zip
001-0001
002-0002

Postal Address
Postal Address AH0001

Phone
01-0000-0001
02-0000-0002

Fax

Certification Information

E-mail
ah0001@nttdata.co.jp

E-mail
sah0001@nttdata.co.jp

Comment

Back Register

(2)

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(1) On the [Examination (User Information Change - STEP2)] window, confirm the [Application Transaction Type].

- ✓ [Approved] is displayed upon approval.
- ✓ [Rejected] is displayed upon rejection.

(2) Click the [Register] button.

- Note:
- Click the [Back] button to return to the [Examination (User Information Change - STEP1)] window.
 - When the [Register] button is clicked, an application approval/rejection notification mail is sent to the AH and the SAH.

The screenshot shows the JCM Registry system interface. At the top, the logo 'JCM The Joint Crediting Mechanism Registry system' is displayed, along with the last login date: 06:08 13/05/2015(GMT). The navigation bar includes links for HOME, Account, User, Application, Credit, and Logout.

The main content area is titled 'Examination (User Information Change) - STEP3'. Below the title, there are three steps: Step 1, Step 2, and Step 3 (the current step). A red circle with the number '1' is positioned to the left of the 'Application Information' section.

The 'Application Information' section contains the following details:

- Creation Date: 13/05/2015 07:04
- Application Number: JP-8
- Application Type: User Information Change
- Application Status: Approved

The 'Application Transaction Type' section contains the following detail:

- Application Transaction Type: Approved

The 'User Information' section contains the following details:

- User ID: 23
- User Type ID: Account Holder
- Corporation Name: Corporation Name AH0001
- Section: Section AH0001
- Name of Person In Charge: Name of Person In Charge AH0001
- Zip: 001-0001
- Postal Address: Postal Address AH0001
- Phone: 01-0000-0001
- Fax:

The 'Certification Information' section contains the following details:

- E-mail: ah0001@nttdata.co.jp
- E-mail: sah0001@nttdata.co.jp
- Comment:

At the bottom of the form, there is a 'Back to List' button.

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- (1) On the [Examination (User Information Change) - STEP3] window, confirm that approval/rejection of the information change application has been completed.

- Note:
- Click the [Back to List] button to return to the [Application Search] window.
 - The approval procedure for an approved application is completed after the predetermined grace period. With regard to the scheduled time and date for transfer, see [3.8 List of information change applications].

3.11 Withdrawing information change application

An information change application is withdrawn as follows:

3.11.1

The screenshot shows the JCM Registry system interface. At the top, there is a navigation bar with 'HOME', 'Account', 'User', 'Application' (highlighted with a red box and labeled (1)), 'Credit', and 'Logout'. Below the navigation bar is the 'Application Search' section, which contains a 'Search Criteria' form (labeled (2)). The form includes fields for 'Application ID Number', 'Application Type' (set to 'Any'), 'Status' (set to 'Any'), 'Applicant', 'Approver' (set to 'Any'), 'Creation Date (From)', 'Creation Date (To)', and 'Sort Order' (set to 'ASC'). A 'Search' button (labeled (3)) is located below the form. Below the search section is the 'Application Information List' (labeled (4)), which is a table with columns: 'Creation Date', 'Application Number', 'Application Type', 'Applicant', 'Approver', 'Status', 'Examination', and 'Detail'. The table contains five rows of application data, each with a 'Detail' button in the 'Detail' column.

Creation Date	Application Number	Application Type	Applicant	Approver	Status	Examination	Detail
08/05/2015	JP-3	Cancellation	Account Name AH0001	RM	Completed		Detail
08/05/2015	JP-4	Retirement	Account Name AH0001	RM	Completed		Detail
08/05/2015	JP-5	Replacement	Account Name AH0001	RM	Completed		Detail
12/05/2015	JP-6	User Information Change	Account Name AH0001	SAH	Withdrawn		Detail
13/05/2015	JP-8	User Information Change	Account Name AH0001	SAH	Approved		Detail

- (1) On the menu, click [Application].
 - ✓ The [Application Search] window is displayed.
- (2) In the [Search Criteria] item, enter and select the search conditions.
- (3) Click the [Search] button.
 - ✓ The search results are displayed in an [Application Information List].
- (4) Click the [Detail] button of the application of interest.

Note: ● Withdrawal is possible only for applications whose Status is [In process] or [Approved].

JCM The Joint Crediting Mechanism Registry system last login date: 05:32 11/11/2021(GMT)

HOME Account User Application Credit Logout

Application Detail

(1)

Application Information

Creation Date
11/11/2021

Application Number
JP-99

Application Type
Domestic Transfer

Applicant
20211025TestCompanyAccount(Change)

Approver
SAH

Comment

Status
In process

Expected Date of Completion

Transaction Information

Transaction Type
Domestic Trade

Account Number (Transferring)
JCM-JP-100-00117

Account Name (Transferring)
20211025TestCompanyAccount(Change)

Account Number (Acquiring)
JCM-JP-100-00116

Account Name (Acquiring)
20200703TestCompanyAccount(Change)

Total Amount of Transfer (t-CO2)
2

Notes

Transaction Credit Information

Scheme	Partner	Issued (From)	(To)	Credit Authentication Number	Issued Year	Reduction/Removal Year	Eligible Flag	Amount of Credit (t-CO2)	Amount of Transfer (t-CO2)
JCM	BD	BD	27002	27010	10003	2015	2015		1
JCM	ET	JP	2	10	00201	2021	2021	CORSIA	1

Note: This is the information at the time of application.

Back to List **Withdraw** (2)

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- (1) On the [Application Detail] window, confirm the contents of the information change application.
- (2) Click the [Withdraw] button to withdraw the application.

Note: ● Click the [Back to List] button to return to the [Application Search] window.

3.11.3

JCM The Joint Crediting Mechanism Registry system last login date: 06:08 13/05/2015(GMT)

HOME Account User Application Credit Logout

Application Withdraw - STEP1

Step 1 Step 2

(1) Application Information
Application Number
JP-S
Status
Approved
Type
User Information Change

(2) Comment

(3) Back Register

- (1) On the [Application Withdraw - STEP1] window, confirm the application to be withdrawn.
- (2) Enter comments if necessary.
- (3) Click the [Register] button.

- Note:
- When the [Register] button is clicked, a withdrawal mail is sent to the AH and the SAH.
 - Click the [Back] button to return to the [Application Detail] window.

3.11.4

JCM The Joint Crediting Mechanism Registry system last login date: 06:08 13/05/2015(GMT)

HOME Account User Application Credit Logout

Application Withdraw - STEP2

Step 1 Step 2

(1) Application Information
Application Number
JP-S
Status
Withdrawn
Type
User Information Change

Comment

Back To Detail

- (1) On the [Application Withdraw - STEP2] window, Confirm that the withdrawal has been made.

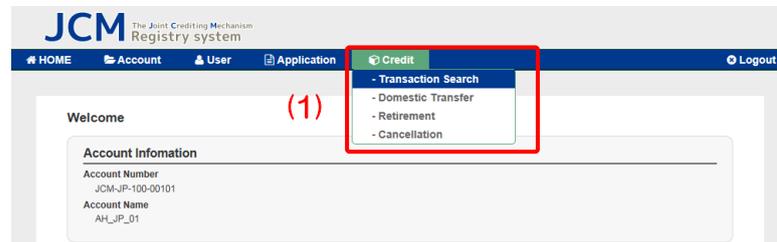
- Note:
- Click the [Back To Detail] button to return to the [Application Detail] window.

3.12 Querying transaction details

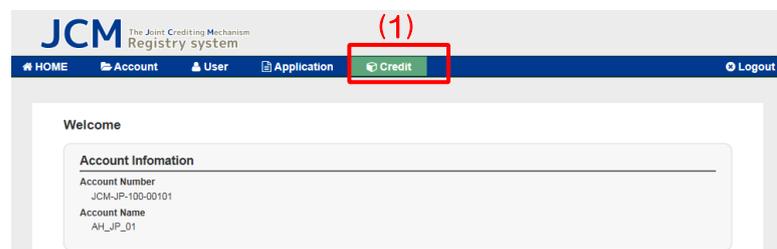
The transaction history is displayed as follows:

3.12.1

AH



SAH



(1) In the [Credit] item of the menu, select and click [Transaction Search].

JCM The Joint Crediting Mechanism Registry System last login date: 01:19 23/04/2015(GMT)

HOME Account User Application Credit Logout

Transaction Log

(1) Search Criteria

Transaction Date From: Transaction Date To: Account Type: Any Country Code: CR Account Identifier: Sort Key: Unspecified

Sort Order:
 ASC
 DES

(2) Search

Account Number : JCM-CR-100-00006
 Account Name 1 :
 Account Name CR2 :
 Total Amount of Credit (B-CO2) : 0

Transaction Log List

Back 4 Next

Transaction Date Time	Transaction Type	Transaction Number	Account Number (Transfer)	Account Number (Acquire)	Amount of Credit (B-CO2)	Detail
17/04/2015 08:18	Cancellation	T-JCM-CR-4	JCM-CR-100-00006	JCM-CR-200-00002	10	Detail
17/04/2015 08:11	Cancellation	T-JCM-CR-3	JCM-CR-100-00006	JCM-CR-200-00002	30	Detail
31/03/2015 07:28	Issuance	T-JCM-CR-2	JCM-CR-100-00006	JCM-CR-100-00006	10	Detail
31/03/2015 08:05	Issuance	T-JCM-CR-1	JCM-CR-100-00006	JCM-CR-100-00006	30	Detail

Download CSV

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- (1) On the [Transaction Log] window, enter and select the search conditions in the [Search Criteria] item.
- (2) Click the [Search] button.
 - ✓ The search results are displayed in a [Transaction Log List].
- (3) Click the [Detail] button for the transaction of interest.

- Note:
- Click the [Download CSV] button to output the [Transaction Log List] in CSV format.
 - With regard to the Transaction Type of [Transaction Log List], see (4) [Credit-related terms] of 2.1 [Glossary of terms].

JCM The Joint Crediting Mechanism Registry system last login date: 05:32 11/11/2021(GMT)

HOME Account User Application Credit Logout

(1) Transaction Log Detail

Transaction Log Detail Information

Transaction Date/Time
11/11/2021 06:23

Transaction Type
Domestic Trade

Transaction Number
T-JCM-JP-93

Account Number (Transfer)
JCM-JP-100-00117

Account Name (Transfer)
20211025TestCompanyAccount(Change)

Account Number (Acquire)
JCM-JP-100-00116

Account Name (Acquire)
20200703TestCompanyAccount(Change)

Total Amount of Credit (t-CO2)
2

Notes

Credit Information

Scheme	Partner	Issued	(From)	(To)	Credit Authentication Number	Issued Year	Reduction (Removal Year)	Eligible Flag	Amount of Credit (t-CO2)
JCM	BD	BD	27001	27001	10003	2015	2015		1
JCM	ET	JP	1	1	00201	2021	2021	CORSIA	1

Back Download PDF

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(1) On the [Transaction Log Detail] window, confirm the transaction details.

- Note:
- Click the [Back] button to return to the [Transaction Log] window.
 - Click the [Download PDF] button to output the transaction login PDF format.

4 Appendix

4.1 FAQ

4.1.1 Forgot the login ID

Answer

Please refer to the “Application Procedures for the Use of the JCM Registry in Japan” and fill in the “Application form for reissuing/initializing login ID & password” to apply.

A notification of system registration completion that describes the new login ID and password will be sent from the Registry Manager (RM).

For the procedure and application form above, please access the JCM registry system from “**1.5 URL of the JCM registry system**” and refer to “Application forms and procedures”.

4.1.2 Forgot the password

Answer

Please refer to the “Application Procedures for the Use of the JCM Registry in Japan” and fill in the “Application form for reissuing/initializing login ID & password” to apply.

If you have a system registration completion notice, please apply for password initialization.

If you lost the system registration completion notice, please apply for a password reissue.

In the case of reissuance, a notification of system registration completion that describes the new password will be sent from the Registry Manager (RM).

For the procedure and application form above, please access the JCM registry system from “**1.5 URL of the JCM registry system**” and refer to “Application forms and procedures”.

4.1.3 Change the password

Answer

Before the expiry date of the password, the password may be changed by the user.

See [**3.3 Changing passwords**].

4.1.4 Account is locked

Answer

When login fails continuously, login is not possible for ten minutes. After ten minutes have elapsed, try to login again.

When logout is not properly performed, login is not possible for 30 minutes. After 30 minutes have elapsed, try to login again.

4.1.5 What is included in the delivered information displayed on the home window?

Answer

When the password is changed, the information delivered via e-mail is also displayed on the home window as the delivered information. If the delivered information is displayed, confirm its contents.

Deletion of only the confirmed notification is possible.

4.1.6 Error window is displayed

Answer

Click the [Close] button and retry login.

5 Inquiries

For inquiries with regard to this system, contact the number below. See also the FAQs.

Ministry of the Environment	Ministry of Economy, Trade and Industry
1-2-2 Kasumigaseki, Chiyoda-ku, Tokyo 100-8975 Office of Director for International Cooperation for Transition to Decarbonization and Sustainable Infrastructure, Global Environment Bureau, Ministry of the Environment ATTN: JCM registry manager (3rd Floor, Central Government Building No.5) Phone: +81-3-5521-8246 E-mail: moejcmregistry@env.go.jp	1-3-1 Kasumigaseki, Chiyoda-ku, Tokyo 100-8901 JCM Registry of Japan Unit, Global Environment Affairs Office, Industrial Science and Technology Policy and Environment Bureau, Ministry of Economy, Trade and Industry, Japan (6th Floor, Annex to the METI Building) Tel: +81-3-3501-7830 E-mail: bzI-metijcmregistry@meti.go.jp

JCM Registry System Operation Manual

Annex on One-time Password authentication

Ver. 1.1

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1 Introduction

1.1 Objective of this manual

This manual explains the procedure of one-time password authentication needed before logging in to the JCM registry system.

1.2 Operating environment

Please confirm the JCM registry system operation manual.

1.3 Browser settings

Please confirm the JCM registry system operation manual.

1.4 Hours

This system is available 24 hours a day, 7 days a week.

However, if system maintenance or similar is required, the system operation will be, e.g. aborted, stopped, or interrupted. Information on such an event will be provided beforehand on the JCM registry system homepage.

1.5 URL of the JCM registry system

The URL of the JCM registry system homepage is shown below. Prior to using this system, be sure to perform the browser settings.

URL : <https://www.jcmregistry.go.jp/>

1.6 Common rules

- The time displayed on the system is always GMT.
- Do not use the [Back], [Next], or [Refresh] button on the browser.
- Do not use the [Back Space] button to return to the previous page.
- If no transaction is performed for a certain period of time after login, connection with the system is disconnected. Try to login again.

2 Explanation of Tasks

2.1 Glossary of terms

The terms used in this manual are defined as follows:

Terms	Definitions
One-time Password	disposable password that is changed for each access. This system uses a one-time password based on the matrix table. For details, see " 2.2 Mechanism of one-time password authentication "
Login ID for one-time password authentication	An ID used for one-time password authentication.
Login password for one-time password authentication	A one-time password used for one-time password authentication.
Matrix table	A random number table that is displayed differently for each access.

2.2 Mechanism of one-time password authentication

One-time password authentication uses a one-time password consisting of numerals extracted from a matrix table according to the character pattern set by the user. As the matrix table changes for each access, the password can be used for only one time (disposable), thereby achieving robust authentication.

The use of the JCM registry system requires one-time password authentication.

An example method of setting "L" as a character pattern of a one-time password is explained below:

2.2.1

2	4	1	5	1	5	7	1	2	6	5	5	8	1	0	3
4	8	5	6	3	2	9	3	9	3	7	8	5	8	5	2
8	5	0	9	9	8	0	7	6	3	9	1	4	7	4	7
2	2	8	1	2	4	8	2	7	1	2	2	0	9	6	1

The numerals representing the character pattern of "L" are extracted from the displayed matrix table and set as a one-time password. In this example, the one-time password is "24822812."

2.2.2

1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4	5	6	7	8	0	0	0	0	0	0	0	0	0	0	0

On the confirmation window before setting a one-time password, make sure that the "positions" and "order" of the numerals are set according to the character pattern of "L."

3 One-time password authentication

3.1 Login

One-time password authentication is performed according to the following procedure:

3.1.1



The screenshot shows the JCM (The Joint Crediting Mechanism) Registry system login page. The page title is "One-time password login". There is a text input field labeled "OTP Login ID *" containing the text "OTPUUSER999". A red box highlights this field with the label "(1)". Below the input field are two buttons: "Next" and "Change your password". A red box highlights the "Next" button with the label "(2)". The footer of the page reads "Copyright © The Ministry of Economy, Trade and Industry, Japan (M)".

(3) In the "One-time password login" window, enter the login ID for one-time password authentication that was provided from the RM at the time of opening the account.

(4) Click the [Next] button.

Note: ● To change the login password for one-time password authentication, see "3.2".

JCM The Joint Crediting Mechanism Registry system

One-time password certification

Please enter your one-time password.

If this is your first login, please enter an initial password.

1	5	2	1	2	3	0	2	8	4	7	5	0	8	0	7
0	0	4	6	2	7	9	8	0	4	3	6	6	3	9	3
5	9	0	0	3	5	9	5	2	6	3	4	7	1	0	9
5	8	0	5	7	0	3	3	4	8	9	1	0	7	6	2

(1) Password *

.....

Back Next

(2)

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- (5) In the "One-time password certification" window, enter the login password for one-time password authentication. To login for the first time, enter the login password for one-time password authentication that was provided from the RM at the time of opening the account.
- (6) Click the [Next] button.

Note:

- After login is done for the first time or when the login password for one-time password authentication is no longer valid, the password needs to be changed. To prompt such a change, the "Set up your one-time password – STEP1" window appears. See Section 3.2.3 of "3.2" to change the login password.

JCM The Joint Crediting Mechanism Registry system

(1) Login

Login ID *

Password *

Login

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- (1) After the "Login" window appears, confirm that one-time password authentication has been completed. Regarding the subsequent operations, see **"3.1 Login and Home Window"** of the **"JCM Registry System Operation Manual."**

3.2 Changing login password for one-time password authentication

The login password for one-time password authentication is changed according to the following procedure:

3.2.1



The screenshot shows the JCM (The Joint Crediting Mechanism) Registry system interface. The main heading is "One-time password login". Below this, there is a form with a red box around the "OTP Login ID *" field, which contains the text "OTPUUSER999". A red "(1)" is placed to the left of this field. Below the form are two buttons: "Next" and "Change your password". A red box is drawn around the "Change your password" button, with a red "(2)" placed below it. At the bottom of the page, there is a blue footer with the text "Copyright © The Ministry of Economy, Trade and Industry, Japan (M)".

- (1) In the "One-time password login" window, enter the login ID for one-time password authentication that was provided from the RM at the time of opening the account.
- (2) Click the [Change your password] button.

JCM The Joint Crediting Mechanism
Registry system

One-time password certification

Please enter your one-time password.

If this is your first login, please enter an initial password.

1	5	2	1	2	3	0	2	8	4	7	5	0	8	0	7
0	0	4	6	2	7	9	8	0	4	3	6	6	3	9	3
5	9	0	0	3	5	9	5	2	6	3	4	7	1	0	9
5	8	0	5	7	0	3	3	4	8	9	1	0	7	6	2

(1) Password *

Back Next

(2)

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- (1) In the "One-time password certification" window, enter the current login password for one-time password authentication.
- (2) Click the [Next] button.

JCM The Joint Crediting Mechanism Registry system

Set up your one-time password - STEP1

Please set up your unique pattern (order and positions) using the grids below. (at least 8 positions)
In "New Password", please input numbers following your pattern.

You will be required to enter same pattern in the next page.

Step 1 Step 2 Step 3

2	5	3	4	1	4	5	9	4	5	1	4	4	2	2	0
4	2	8	9	6	8	0	0	8	5	5	1	1	6	3	7
4	5	5	7	3	6	1	3	2	6	2	3	1	7	8	8
8	1	2	6	8	9	0	4	7	3	3	6	3	4	6	1

(1)

New Password *

.....

Next

(2)

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- (1) In the "Set up your one-time password – STEP1" window, enter, in the "New Password" column, the numerals in the matrix table representing the character pattern of a new login password for one-time password authentication (hereinafter, the "new password").

* In the example below, the numerals representing the character pattern of "L" are extracted from the leftmost matrix table and used as a one-time password. Enter the extracted numerals, "24481268", in the "New Password" column.

2	5	3	4	1	4	5	9	4	5	1	4	4	2	2	0
4	2	8	9	6	8	0	0	8	5	5	1	1	6	3	7
4	5	5	7	3	6	1	3	2	6	2	3	1	7	8	8
8	1	2	6	8	9	0	4	7	3	3	6	3	4	6	1

- (2) Click the [Next] button.

- Note:
- A login password for one-time password authentication must consist of eight or more numerals.
 - A login password may be set using numerals of not only one of the four tables, but also of the others.
 - The same position in the same table cannot be selected twice for a login password.
 - The character patterns used for the last two passwords may not be used for a new login password.

JCM The Joint Crediting Mechanism Registry system

Set up your one-time password - STEP2

Please enter numbers following your pattern again.
Please note that numbers in the grids are different from the previous page.
If you forget the pattern, please go back to the previous page and set up again.

Step 1 Step 2 Step 3

3	6	4	5	3	8	9	1	0	0	5	1	2	8	9	4
6	4	9	0	8	1	1	2	3	1	2	6	7	2	0	0
7	7	8	8	5	9	4	6	6	0	7	7	8	1	4	5
0	2	5	7	2	2	3	9	9	8	9	1	1	3	3	9

New Password (confirm) *

(1)

Back

(2)

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- (1) In the "Set up your one-time password – STEP2" window, re-enter, in the "New Password (confirm)" column, the numerals in the matrix table representing the character pattern of the new password.

* In the example below, the numerals representing the character pattern of "L" are extracted from the leftmost matrix table and used as a one-time password. Enter the extracted numerals, "36702572", in the "New Password (confirm)" column.

3	6	4	5	3	8	9	1	0	0	5	1	2	8	9	4
6	4	9	0	8	1	1	2	3	1	2	6	7	2	0	0
7	7	8	8	5	9	4	6	6	0	7	7	8	1	4	5
0	2	5	7	2	2	3	9	9	8	9	1	1	3	3	9

A red arrow points down the first column of the first matrix table, and another red arrow points right from the bottom cell of that column to the first cell of the second matrix table.

- (2) Click the [Next] button.

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Set up your one-time password - STEP3

Please confirm the pattern on the following grid, and click "Register".

New Password: *****

Step 1 > Step 2 > Step 3

1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4	5	6	7	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Back Register

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- (1) In the "Set up your one-time password – STEP3" window, confirm that the positions and order of the numerals representing the character pattern of the new password are correct.
- (2) Click the [Register] button.

- Note:
- In the "Set up your one-time password – STEP3" window, the character pattern recognized from the positions and order of the numerals entered in the "Set up your one-time password – STEP1" and "Set up your one-time password – STEP2" windows is displayed.
 - If the positions and order of the numerals representing the character pattern of the login password for one-time password authentication are not correct, click the "Back" button to repeat the password setting procedure starting from the "Set up your one-time password – STEP1" window.

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(1) Login

Login ID *

Password *

Login

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- (1) After the "Login" window appears, confirm that the procedure for changing the login password for one-time password authentication has been completed.

Regarding the subsequent operations, see "[3.1 Login and Home Window](#)" of the "[JCM Registry System Operation Manual](#)."

4 Appendix

4.1 FAQ

4.1.1 Forgot login ID for one-time password authentication or login password for one-time password authentication

Answer

Please refer to the “Application Procedures for the Use of the JCM Registry in Japan” and fill in the “Application form for reissuing/initializing login ID & password” to apply.

A new login ID and password for one-time password authentication will be sent from the Registry Manager (RM).

For the procedure and application form above, please access the JCM registry system from “[1.5 URL of the JCM registry system](#)” and refer to “Application forms and procedures”.

4.1.2 Change the login password for one-time password authentication

Answer

See [[3.2 Changing login password for one-time password authentication](#)].

4.1.3 Account is locked

Answer

When login fails, login is not possible for five minutes. After five minutes have elapsed, try to login again.

4.1.4 Error window is displayed

Answer

Click the [Close] button and retry login.