

Guidelines for Submitting Air Quality Data Envelopes After the Official Deadline

These guidelines are designed to assist you in navigating the process of submitting air quality data efficiently after the official deadline.

The submission deadline for B-G data flows is at the end of September each year (Year Y) for data concerning the previous year (Year Y-1). **NOTE:** data flow D is an exception – see below under ‘Special cases’.

After this deadline, release of envelopes for years prior to Year Y, including Year Y-1 is automatically blocked by envelope.

Procedure to be followed for submission after the deadline

1. Prepare a Justification Document:

Prepare a document explaining the changes made to the data flow compared to the previous submission and the reasons for these changes.

Include the identifiers (localIds) of all elements that have been changed, added, or deleted.

Specify if the changes impact any attainment data mentioned in Dataflow G.

Save and **upload** this document in PDF format within the envelope.

2. Attempt to Release the Envelope:

When you try to release the envelope, the system will run QA checks and flag the blocking error as illustrated in Figures below.

Feedback for this envelope

- AutomaticQA result for file REP_D-SK_SHMU_C_2020_2022102514_CF3E1.xml: Check Obligations (Posted automatically on 26 Oct 2022)
- AutomaticQA result for file REP_D-SK_SHMU_C_2020_2022102514_CF3E1.xml: GeometryChecks (Posted automatically on 26 Oct 2022)
- AutomaticQA result for file REP_D-SK_SHMU_C_2020_2022102514_CF3E1.xml: XML Schema validation (Posted automatically on 26 Oct 2022)
- [BLOCKER] AutomaticQA result for: AirQuality Dataflow C (Posted automatically on 26 Oct 2022)

Feedback: AutomaticQA result for: AirQuality Dataflow C [Back to envelope](#)

Checked contents of envelope:

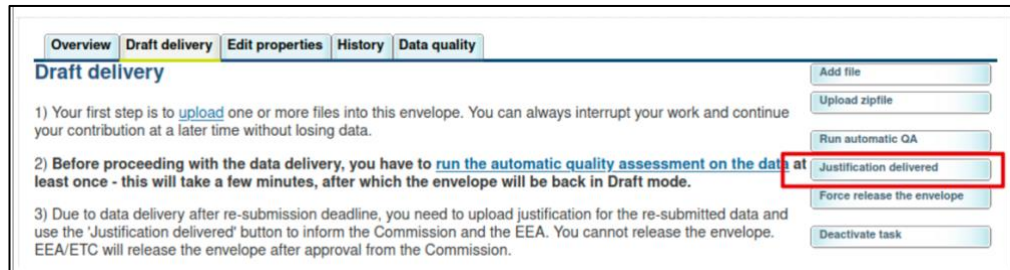
Your delivery contains 1 AQ e-Reporting XML file with correct XML Schema.

Year specified in the envelope period is outside the allowed range of 2021 - 2021! Keep in mind that the year value must be between 2021 - 2021 and it must be equal to the year in gml:beginPosition element (in aqd:AQD_ReportingHeader).

1	Checked file: http://cdr.eionet.europa.eu/sk/eu/aqd/c/envy1fgra/REP_D-SK_SHMU_C_2020_2022102514_CF3E1.xml	Hide Checks
3	aqd:AQD_ReportingHeader element must be present. ¹	Check passed
2	The (start) year value must be equal to the year specified in (aqd:AQD_ReportingHeader) in the XML file and it must be between 2021 - 2021. ¹	1 issue found Show Records
3	aqd:AQD_ReportingHeader must include aqd:inspireId, aqd:reportingAuthority, aqd:change elements. ¹	Check passed
4	For aqd:AQD_ReportingHeader, if aqd:change='true', the following information must also be provided: aqd:AQD_ReportingHeader/aqd:changeDescription and aqd:AQD_ReportingHeader/aqd:content. ¹	Check passed
5	For aqd:AQD_ReportingHeader, if aqd:change='false', element aqd:content IS NOT expected. ¹	Check passed
5	At least one file in the folder must be an XML with correct extension (*.xml). ¹	Check passed

3. Notify DG-ENV:

Use the “Justification delivered” button (see Figure below) to inform DG-ENV about the submission of your justification document.



4. Await DG-ENV Acknowledgment:

Once DG-ENV reviews and accepts your justification, EEA staff will manually release the envelope.

Special Cases:

- **Data flows H-K:** Follow the same steps as above for data older than 4 years.
- **Dataflow D Exception:** Dataflow D requires continual updates to ensure accurate processing of up-to-date (UTD) data; hence, it does not follow this late submission procedure.

Important Notes:

- Ensure that all justifications are detailed and clearly linked to specific changes in the data to facilitate quick review and approval by DG-ENV.
- Regularly check the status of your submission post-notification to see if additional information is required or if the envelope has been released.

For further assistance, please contact the [AQIPR helpdesk](#).