



STAKEHOLDER PARTNERSHIP PLAN

Level 4

Extended carbon footprint, absolute emissions reductions in line with the Paris Agreement, enhanced 3rd party engagement



**airport
carbon
accredited**
TRANSFORMATION

STAKEHOLDER PARTNERSHIP PLAN

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PURPOSE OF THE DOCUMENT

The purpose of this document is driving third parties at the airport towards delivering emissions reductions themselves, either through their own reduction plans or through measures initiated by the airport operator.

SCOPE OF APPLICATION

The manual is applicable to all stakeholders at MZLZ.

REFERENCE(S)

External document	➤ Airport Carbon Accreditation Application Manual Issue 14, December 2023
Manual	➤ Carbon Footprint Manual - 2023

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1. Definitions

TERM	DESCRIPTION
Airport Stakeholders	Operational and service companies, such as airlines, ground handlers, cargo handlers, catering companies, waste management contractors, public and local transport operators, passengers, decision makers, planners, employees, tenants, retailers, cargo operators, civil works and other contractors.
Stakeholder Partnership	All stakeholders that are responsible for a significant contribution to the Scope 3 Footprint related to Level 4 conditions effectively implementing the Stakeholder Partnership Plan.
LTO cycle	ICAO has defined a specific reference LTO (Landing and Take-off) cycle below a height of 915 m (3000 ft).
Scope 3	All other indirect emissions, which are consequence of the activities of the airport but occur from sources and not owned and/or controlled by company (e.g. aircraft movements, etc.). Such sources can be located within or outside the airport premises (geographical boundary).
Level 4	Absolute emissions reductions in line with the Paris Agreement Enhanced 3 rd party engagement of airport carbon accredited.

2. Abbreviations

ABBREVIATIONS	DESCRIPTION
MZLZ	International Zagreb Airport Jsc.
ZAG	Franjo Tuđman Airport located in Velika Gorica, Republic of Croatia (including all buildings and external areas within the site of Franjo Tuđman Airport)
ACA	Airport Carbon Accreditation
CTN	Croatia Airlines
AEC	AIRPORT ENVIRONMENT COMMITTEE
MRO	Maintenance, repair and overhaul emissions in aviation

3. Introduction

A Stakeholder Partnership Plan outlines the work that will be undertaken with Stakeholders within the Scope 3 value chain to reduce emissions¹. The development of the Plan is one of the Stakeholder Management requirements for the Level 4 accreditation.

¹ Airport Carbon Accreditation Application Manual (Issue 14) – Update Date: December 2023, p. 59.

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Inclusion of all stakeholders that are responsible for a significant contribution to the Scope 3 footprint, setting of emissions reduction objectives for stakeholders, carbon reduction plans/measures directly taken by the stakeholders with airport contribution or defined by the airport operator².

4. Policy Statement Requirement at Level 4 (Transformation)

The Policy statement implies the commitment to absolute emissions reduction. For Net Zero commitment, the policy commitment is to reach and maintain $\geq 90\%$ absolute CO₂e emissions reductions in Scope 1 and 2 and commit to Net Zero in Scope 3 by 2050, or sooner³.

International Zagreb Airport Jsc. is committed to achieve net zero emissions by 2050.

5. Overview of Scope 3

The Scope 3 implies all other indirect emissions in the value chain of the airport operator that occur from sources not owned and/or controlled by the company (for example, purchased goods and services, aircraft movements, vehicles and equipment operated by third parties, off-site waste management, etc.). Such sources can be located inside or outside the airport premises (geographical boundary). They include upstream emissions (Categories 1-8: indirect emissions related to purchased or acquired goods and services, if relevant) and downstream emissions (Categories 9-15: indirect emissions related to sold products and services, if relevant). The range of Scope 3 emission sources has been expanded over time in order to respond to new evidence and reach compliance with various international standards and recommendations⁴.

Scope 3 emissions from upstream and downstream value chain⁵

- Goods: water, material, products ... (Category 1),
- Services: construction, shuttle ... (Category 1),
- Capital goods: buildings, surfaces, vehicles (Category 2),
- Energy & Fuels production offsite ... (Category 3),
- Waste & waste water management ... (Category 5),
- Staff business travel ... (Category 6),
- Staff Commute ... (Category 7),
- Aircraft and APU operation, flights and MRO ... (Category 11),
- 3rd party vehicles/ground support equipment and de-icing ... (Category 11),
- Passenger travel to the airport ... (Category 11),
- Tenant energy and electricity ... (Category 13),
- Franchises ... (Category 14),
- Investments ... (Category 15).

² Airport Carbon Accreditation Application Manual (Issue 14) – Update Date: December 2023, p. 61.

³ Airport Carbon Accreditation Application Manual (Issue 14) – Update Date: December 2023, p. 9.

⁴ Airport Carbon Accreditation Application Manual (Issue 14) – Update Date: December 2023, p. 24.

⁵ See Figure 1 – Overview of emissions per Scopes, Airport Carbon Accreditation Application Manual (Issue 14) – Update Date: December 2023.

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The Scope 3 noted above which are applicable to MZLZ Stakeholder Partners will be discussed and determined, in stages, during the activities described under the Point 9, see AIRPORT ENVIRONMENT COMMITTEE (AEC), Table 3.

6. The Stakeholder Partnership Plan – guideline for the purpose and requirements⁶

At Level 4 and above, an airport shall demonstrate that it has formulated and is effectively implementing a Stakeholder Partnership Plan. It shall demonstrate that the airport actively drives third parties at the airport towards delivering emissions reductions themselves. The Stakeholder Partnership Plan includes following:

- All stakeholders that are responsible for a significant contribution to the Scope 3 footprint. It is up to the airport to define what a “significant contribution” means in its specific context.
- The setting of emissions reduction objectives for a specific stakeholder or a group of stakeholders. These objectives can be absolute or relative and can either be set by the airport operator or by the stakeholder. If the stakeholder has set the objective, the airport will have to demonstrate significant involvement/contribution to the objective setting.
- Carbon reduction plans/measures directly taken by the stakeholders in partnership with the airport and leading to emissions reductions. Again, the airport operator shall demonstrate their involvement in these measures and plans. If the stakeholders had implemented these plans unilaterally, the airport operator will not be able to include these in the Stakeholder Partnership Plan.
- Reduction measures defined by the airport operator on stakeholder activities e.g. APU restrictions, emissions limits.
- It is not mandatory to define and prepare 1) an emissions reduction objective(s), 2) a carbon reduction plan/measures, and / or 3) individual restrictions, for each individual stakeholder. Rather, each stakeholder group needs to include a response to each of these three requirements noted above (i.e., at a group level), within its Stakeholder Partnership Plan.

⁶ Airport Carbon Accreditation Application Manual (Issue 14) – Update Date: December 2023, p. 63-64.

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Figure 1 –Overview of emissions per Scopes



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7. International Zagreb Airport Operational Scope 3 Boundary

Operational boundary defines scope of direct and indirect emissions for operations based on company's established boundary⁷. The Table 1 presents the International Zagreb Airport Operational Boundaries for the Scope 3.

Table 1: International Zagreb Airport Operational Scope 3 Boundary:

	<u>CONTROL</u> Facilities, services, activities and equipment for which the airport company has ownership/control.	<u>GUIDE</u> Facilities, services, activities, and equipment owned / controlled by subcontractors, close partners and suppliers for which the airport company can provide guidance.	<u>INFLUENCE</u> Facilities, services, activities and equipment owned/controlled by loose partners, tenants, customers, government agencies, etc. which the airport company can only influence.	<u>INTERNAL</u> Department or third party with responsibility for emission source
Scope 3 Other Indirect Emissions				
Mobile Sources	-	Surface (passenger and airport company staff) access emissions		Staff travel in own vehicles and with bus. Business travel of airport company staff. Passenger travel in cars and bus.
		APU (auxiliary power units) and engine testing		Airlines
			LTO cycle	Airlines
		3 rd party vehicles/ground support equipment		HAVAS – Ground Handling Services LLC.

Source: Carbon Footprint Manual-2023.

⁷ Airport Carbon Accreditation Application Manual (Issue 14) – Update Date: December 2023, p. 23.

**STAKEHOLDER PARTNERSHIP PLAN****8. MZLZ Stakeholders responsible for significant Scope 3 footprint contribution**

Baseline year is 2023.

The ZAG airport listed the stakeholders with significant contribution to the Scope 3 footprint. Those are the stakeholders who perform their activities and/or by using their equipment, located in the MZLZ area and through their activities cause a highest level of carbon emissions results and energy consumption. The listed ZAG's stakeholders are divided in 3 Matrixes by their activities

Table 2: Stakeholders responsible for a significant contribution to the Scope 3 footprint

Stakeholder Partnership Identification Matrix 1				
AIRLINES	Aircraft are air pollution emitters, directly impacting the surrounding environment during their LTO cycle and when maneuvering on the taxiway/aprons. An aircraft with non-effective maintenance could potentially raise its pollution emissions.			
	AIRCRAFT TYPE – SOURCE OF EMISSIONS	LOCATION	CATEGORISATION/ PRIORITISATION	SCOPE 3 CONTRIBUTION
CTN	A319 A320 B733 B734 CRJX DH8D F100	Airside	HIGH	- APU (auxiliary power units) and engine testing - LTO cycle
Stakeholder Partnership Identification Matrix 2				
Service provider	Significant Stakeholders such as Ground handlers, Cargo Handlers are constantly energy consumers include those who perform their activities and/or by using their equipment, located in the MZLZ area.			
	DESCRIPTION – TYPE OF ACTIVITY	LOCATION	CATEGORISATION/ PRIORITISATION	SCOPE 3 CONTRIBUTION
HAVAS – Ground Handling Services Llc.	Passenger handling, baggage handling, cargo handling, ramp handling, aircraft services, flight operations and crew administration, general aviation services	Airside	HIGH	- Surface (passenger and airport company staff) access emissions - 3rd party vehicles/ ground support equipment

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Stakeholder Partnership Identification Matrix 3				
	DESCRIPTION – TYPE OF ACTIVITY	LOCATION	CATEGORISATION/ PRIORITISATION	AN AIRPORT OPERATOR TARGET SCOPE
RESALTA	Operation and maintenance of the complete System of production and distribution of heat energy at ZAG, consisting of boiler rooms, heat substations and hot water pipeline network	Landside	HIGH	Although not directly involved in the Scope 3 Identification – the Resalta company is a significant partner for the Partnership Group as per ACA Level 4 requirements ⁸

9. MZLZ Stakeholder Partnership Management

The Stakeholder Partnership Management implies the inclusion of all stakeholders that are responsible for a significant contribution to the Scope 3 footprint, setting of emissions reduction objectives for stakeholders, carbon reduction plans/measures directly taken by the stakeholders with airport contribution or defined by the airport operator⁹.

⁸ Airport Carbon Accreditation Application Manual (Issue 14) – Update Date: December 2023, p. 49: "Level 4 and 4+ airports shall include all Scope 1 and 2 emissions in their target as a minimum (i.e., an airport operator target scope)".

⁹ Airport Carbon Accreditation Application Manual (Issue 14) – Update Date: December 2023, p. 61.

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Table 3: MZLZ Stakeholder Partnership Agenda related to Carbon Management

AIRPORT ENVIRONMENT COMMITTEE (AEC) ACA APPLICATION MANUAL ISSUE 14 REQUIREMENTS RELATED TO LEVEL 4 – TRANSFORMATION	
A NEW CARBON MANAGEMENT AGENDA	
STAKEHOLDER PARTNERS' INCLUSION	MZLZ OBLIGATIONS
All Stakeholder Partners during Committee: - Participations' signature list, Contact address	<ul style="list-style-type: none"> - to determine the Key stakeholders for Partnership plan (see the Point 8 of the Plan) - to form the MZLZ expert Team for AEC meetings as per New Agenda - to organize and order the frequency of meetings in accordance to the New agenda requirements, - if the stakeholder has set the objective, the airport will have to demonstrate significant involvement/contribution to the objective setting, - to moderate and participate in discussions and conclusions related to the Agenda Topics - if stakeholders (already) have Carbon reduction plans/measures, the Airport Operator shall demonstrate their involvement in the stakeholder partnership measures and plans, - ZAG Airport can also choose to incorporate stakeholders with a smaller contribution.
HAVAS GHS <ul style="list-style-type: none"> - to include a response and responsibility in reduction of carbon emissions contribution related to Zagreb Airport Operational Scope 3 Boundary, - to discuss on carbon management activities (initiatives, planning, solutions, enhanced predictability and optimized resource management related to the ACA Manual Requirements, relevant EU/Global Projects in which the MZLZ and Partners participate) - other discussions related to the Level 4 requirements 	
CTN <ul style="list-style-type: none"> - to include a response and responsibility in reduction of carbon emissions contribution related to Zagreb Airport Operational Scope 3 Boundary, - to discuss on carbon management activities (initiatives, planning, solutions, aircraft APU units usage in exceptional situations, reduced fuel burn, taxi times and queuing at runway holding points, potential disruptions more efficiency managing related to the ACA Manual Requirements, relevant EU/Global Projects in which the MZLZ and Partners participate). - other discussions related to the Level 4 requirements 	
RESALTA <ul style="list-style-type: none"> - to discuss on carbon management activities related to the efficient Plants management. 	

10. Revisions

After its initial development, the Plan shall be revised at least every three years. The revised Plan shall report on the emissions reductions achieved from stakeholder sources as a result of the cooperation between the airport and the stakeholder.

11. Verification

Confirmation from the airport's verifier is required (in accordance with the verification timelines defined in Section 10.3¹⁰) that a plan has been formulated and implemented.

12. Emission reduction objectives for stakeholders

Yes (absolute or relative).

13. Reporting

Yes, for initial accreditation and every renewal.

¹⁰ Airport Carbon Accreditation Application Manual (Issue 14) – Update Date: December 2023, p. 70.