

Nederlandse Emissieautoriteit

Koningskade 4

P.O.Box 91503

2509 EC Den Haag

IPC 652

T +3170-4568050

[www.emissionsauthority.nl](http://www.emissionsauthority.nl)

[info@emissieautoriteit.nl](mailto:info@emissieautoriteit.nl)



Nederlandse Emissieautoriteit  
Dutch Emissions Authority

# Manual: How to create an EU Login account and a Unique Registry Identifier (URID)

---

Dutch Emissions Authority

The Hague, 16 September 2020

## Index

1.	Introduction .....	3
2.	Create an EU Login account .....	4
3.	Add a mobile device to your EU Login account.....	7
4.	Create a Unique Registry Identifier (URID) .....	9

# 1. Introduction

This manual shows you the necessary steps to create an EU Login account and a Unique Registry Identifier (URID). You need this in order to gain access to the EU Emissions Trading Registry (CO<sub>2</sub> Registry).

## **Before you start**

Please make sure you have your smartphone and identity document at hand. You will need your smartphone during the creation of your EU Login account and your identity document during the creation of your URID.

We would also recommend that you read the manual once before you start to familiarize yourself with the steps you need to take.

## **More information**

If you wish to read background information about the emissions trading system and the CO<sub>2</sub> Registry, please go to <https://www.emissionsauthority.nl/>

If you need assistance with your registration, please do not hesitate to contact the Helpdesk NEa: +3170 456 8050 (on working days from 9.00 – 12.00 hours and 15:00 – 17:00 hours CET), [info@emissionsauthority.nl](mailto:info@emissionsauthority.nl).

## 2. Create an EU Login account

### Introduction

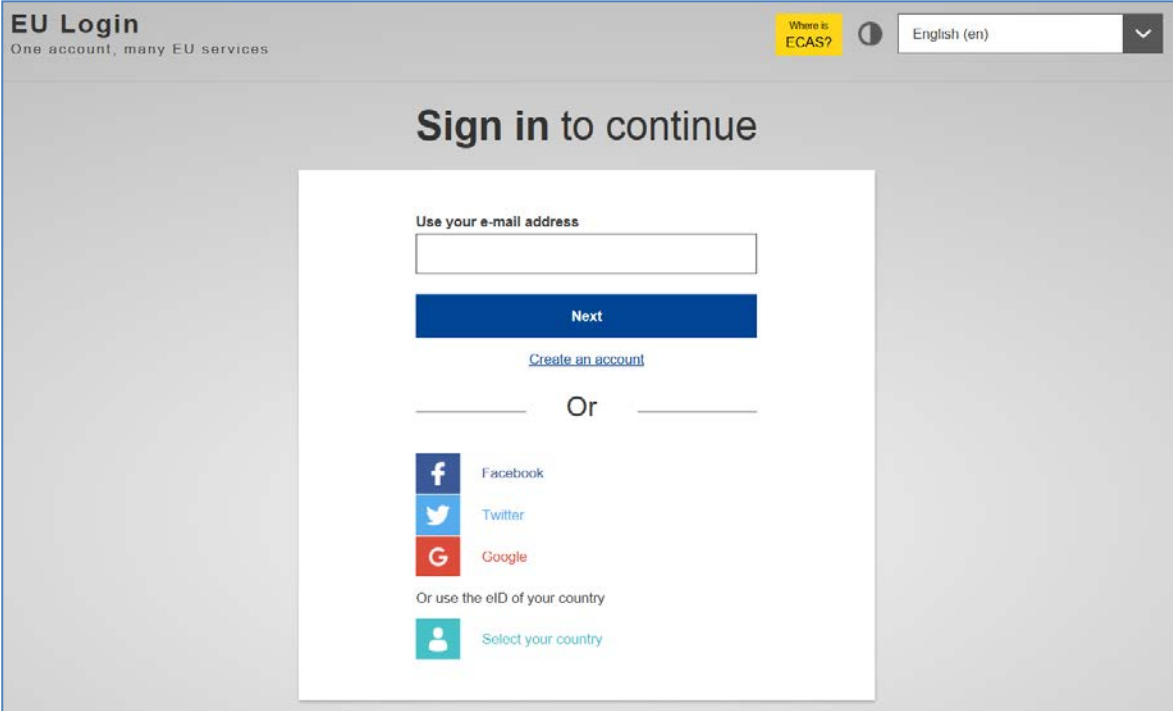
EU Login is the central login for the CO<sub>2</sub> registry, as well as other applications run by the European Commission.

Each user has only one EU login account. If you have accounts in more than one national parts of the registry (e.g. NL and DE), you still need one EU Login account. With this account you will be able to access all your accounts in the different national parts of the CO<sub>2</sub> registry.

If you already have an EU Login account, for example if you have already registered in another Member State's part of the CO<sub>2</sub> registry, you can skip to page 9 (Create a Unique Registry Identifier (URID)).

### Necessary steps

1. Go to ECAS: <https://webgate.ec.europa.eu/cas/>. We strongly recommend that you save this URL in the favourites of your browser.
2. Is ECAS not in the language you prefer? You can change the language in the top of the screen. Click on the drop down list and select the language.
3. Click '**Create an account**'.



The screenshot shows the EU Login interface. At the top left, it says 'EU Login' and 'One account, many EU services'. On the top right, there is a language selector set to 'English (en)'. The main heading is 'Sign in to continue'. Below this, there is a form with a text input field labeled 'Use your e-mail address', a blue 'Next' button, and a link for 'Create an account'. An 'Or' separator is followed by social media login options for Facebook, Twitter, and Google. At the bottom, there is a section for 'Or use the eID of your country' with a 'Select your country' button.

4. Fill in all your personal details and click '**Create an account**'.

The screenshot shows the 'EU Login' registration page. At the top left, it says 'EU Login' and 'One account, many EU services'. At the top right, there is a 'Where is ECAS?' button, a moon icon, and a language dropdown menu set to 'English (en)'. Below this, there are links for 'Create an account' and a 'Login' button. The main heading is 'Create an account'. The form includes a link for 'Help for external users', followed by input fields for 'First name', 'Last name', 'E-mail', and 'Confirm e-mail'. There is also an 'E-mail language' dropdown menu set to 'English (en)'. Below that is an 'Enter the code' section with a text input field, a refresh button, a play button, and a CAPTCHA image. At the bottom of the form, there is a checkbox with the text 'By checking this box, you acknowledge that you'.

5. EU Login will show the following message:

The screenshot shows the 'EU Login' page after registration. The top navigation is the same as in the previous screenshot. The main heading is 'Create an account'. In the center, there is a white box with the message: 'Thank you for registering, you will receive an e-mail allowing you to complete the registration process.' To the right of the message, there is a 'New password' link and a 'Login' button.

6. You will receive an e-mail including your username and a link to create your password. The email can take up to 15 minutes to be delivered.

**ATTENTION!**

**The e-mail might appear in the junk or spam folder of your email box. After you received the e-mail you have only 90 minutes to create your password.**

7. Click on the words '**this link**' in the email. The screen below opens. Create your password here and click on '**Submit**'.

**EU Login**  
One account, many EU services

Where is ECAS? English (en)

New password **Login**

## New password

Please choose your new password.

johndoe20161002@gmail.com  
(External)

New password

Confirm new password

**Submit**

Passwords cannot include your username and must contain at least 10 characters chosen from at least three of the following four character groups (white space permitted):

- Upper Case: A to Z
- Lower Case: a to z
- Numeric: 0 to 9
- Special Characters: !"#%&'()\*+,-./:;<=>?@[|^\_`{|}~

Examples: FFnVywtNB@ duFY5pA|nn =XWPByUBqp

[\[Generate other sample passwords\]](#)

**ATTENTION!**

Before creating the password, take note of the password requirements displayed on the screen and in the text box below. It is also possible to use one of the example passwords shown.

8. After clicking '**Submit**', EU Login will inform you that your password has been changed.
9. Click '**Proceed**'. You will be redirected to the EU Login start page.

### 3. Add a mobile device to your EU Login account

Once you have created your password, you need to add a mobile device to your EU Login account. This is an essential step in order to get access to the registry. Therefore you need to download the EU Login app.

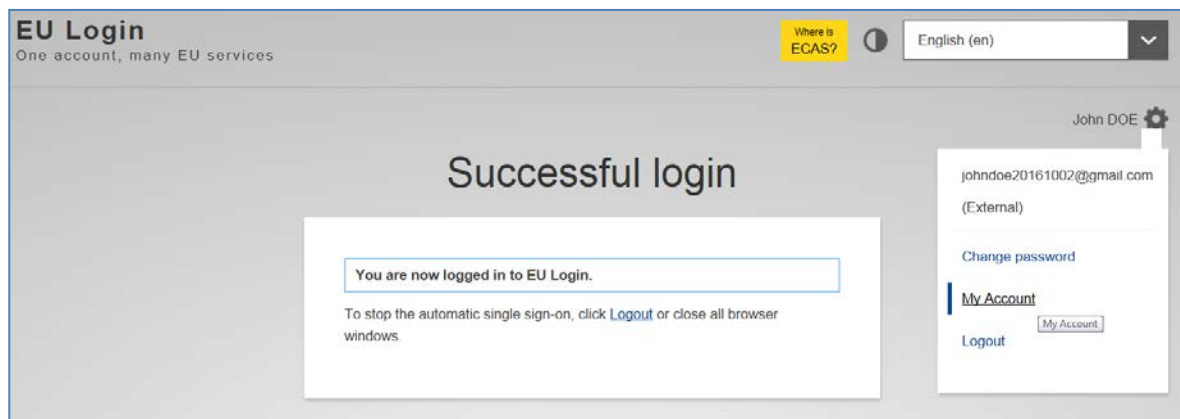
You can find the EU Login app in your App-store or use the following links:

Android: <https://play.google.com/store/apps/details?id=eu.europa.ec.ecas>

Apple: <https://itunes.apple.com/be/app/ecas-mobile/id1056119441?mt=8>

Microsoft: <https://www.microsoft.com/en-us/store/p/ecas-mobile/9nblggh6j8mx>

1. Download and install the app on your mobile device.
2. Log into EU Login on your computer: <https://webgate.ec.europa.eu/cas>



3. Go to **"My account"**.
4. The "My account" page opens. Click **Manage my mobile devices** and choose **Add a mobile device**.



Manage my mobile  
devices



Add a mobile device



5. Enter a device name and a PIN code of your choice. Enter the PIN code a second time to confirm it. **Remember it well, as you will need it later on.**

## Add a mobile device

Please give a name to identify your mobile device and a PIN code to use for it.


**Your device name**

**Your 4 digit PIN code**

You will be required to enter this PIN code on your mobile device to use the EU Login mobile app.

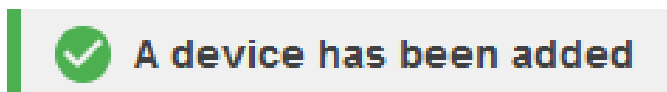
**Confirm your PIN code**

Submit
Cancel

6. EU Login displays a QR code to be scanned. To do so, open your EU Login Mobile app on your smartphone, and tap on  **Initialise**.
7. Tap on **'Continue'**. A push notification is displayed on your mobile device. Click **'OK'** to allow access to your camera and scan the QR code displayed by EU Login with your EU Login Mobile app.
8. In your EU Login Mobile app, enter the PIN code you created.

*Note: step 3.6 to 3.8 needs to be completed within a few minutes. If you are too late, you may receive an error message stating 'please enter a valid PIN'. If this occurs, return to EU login on your computer screen, click on 'cancel' [in the print screen for step 3.6] and start again from step 3.3 by clicking **Manage my mobile devices** and choose **Add a mobile device**.*

Your mobile phone is added to your EU Login account.



**Please note** that it is possible to link more than 1 mobile device to your EU Login account. This can be useful when you no longer have access to your mobile device and/or when you want to switch to another mobile device. However, for the CO2-registry only one mobile device at the time can be used to log in.

We advise you to use a personal device; a shared device is not deemed safe.

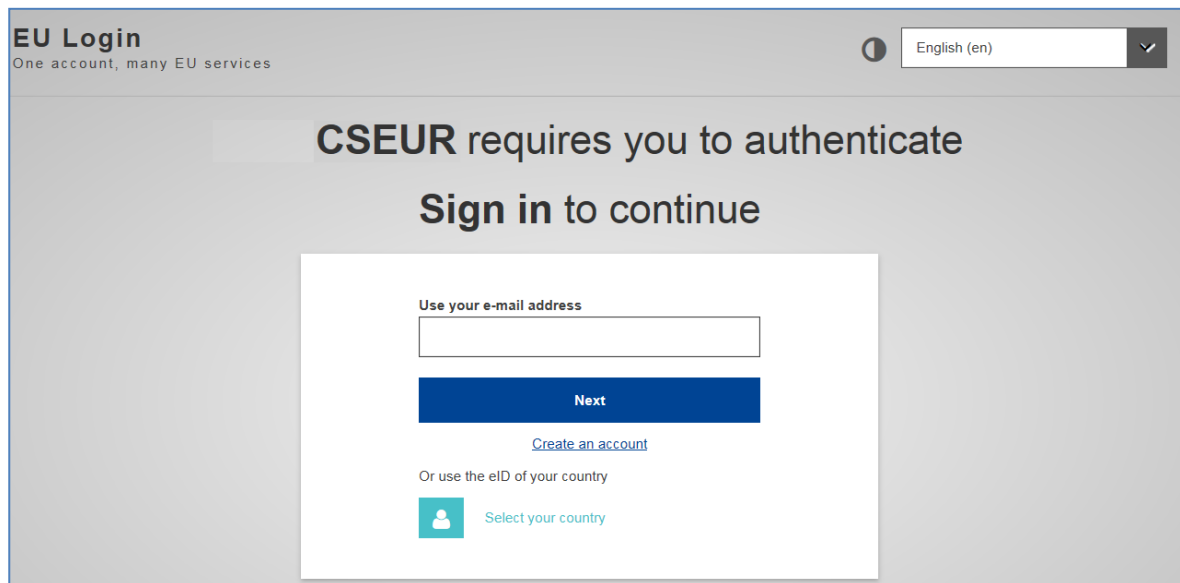


## 4. Create a Unique Registry Identifier (URID)

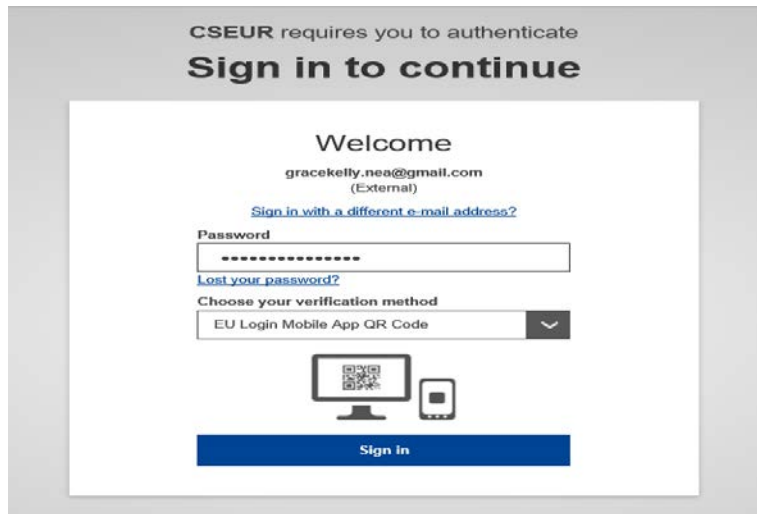
1. Go to the Dutch part of the CO<sub>2</sub> registry:  
<https://ets-registry.webgate.ec.europa.eu/euregistry/NL/index.xhtml>
2. Click on the left side of your screen on '**Login**'.



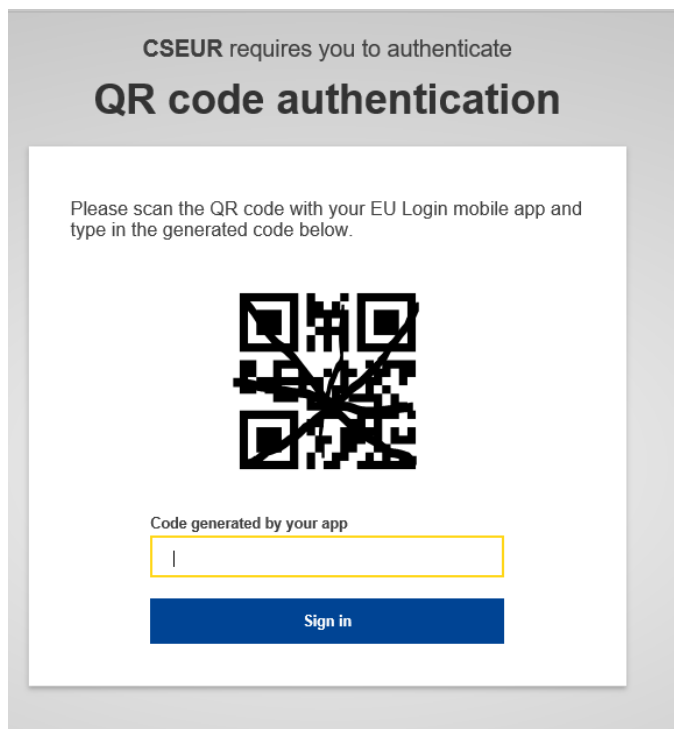
3. Enter your e-mail address and click '**Next**'.



4. EU Login supports a variety of verification methods. The method used for the CO<sub>2</sub> Registry is **Mobile app QR-code**.



5. Enter your password and click '**Sign in**'.
6. Scan the QR code displayed by EU Login with your EU Login Mobile app.



7. Enter the code that appears in the EU login app on your computer screen under **Code of the EU login app**. Click on '**Sign in**'.
8. The start page of the CO2 Registry will open.
9. Enter the challenge code that you received on your mobile phone and click '**Sign in**'.
10. The home page of the Dutch part of the CO2 Registry opens. Click '**Fill in your personal details**' from the left menu.

European Commission  
**Climate Action**  
 Energy for a Changing World

Nederland

Open another registry

Fill in your personal details

Home page

Kyoto Protocol Public Reports

▼ Accounts

★ Mandatory Fields

Welcome to the Dutch part of the emissions trading registry.

For further information about emissions trading in The Netherlands please consult our website [www.emissieautoriteit.nl](http://www.emissieautoriteit.nl) between 9:00 - 12:00 hours and between 15:00 - 17:00 hours CET) or by email on [info@emissionsauthority.nl](mailto:info@emissionsauthority.nl).

Annual deadlines

No later than 31 March operators and aircraft operators are obliged to:

- submit a verified emissions report to the NEa, accompanied by a statement from the verifier;
- enter the emissions data in the registry and have the data verified by the verifier.

No later than 30 April operators and aircraft operators are obliged to:

- surrender sufficient allowances to cover their emissions.

11. The **'Registration'** page opens. Your first and last name, email address and mobile phone number have already been entered. Please fill in the rest of the form and click **'Next'**. Please be aware that you need to fill in all the mandatory fields (with a small green asterisk) before you can proceed.  
**When choosing your type of identification, either choose 'passport' or 'national ID card'.**
12. The system will show you all your personal details. Please review your details and click **'Submit'**.
13. The system will now tell you that you have been registered and will show you your URID (starting with NL and followed by 12 numbers). Please communicate your URID to the Helpdesk NEa. It will be used to appoint you to an account.