



# How to get access to the Union Database (UDB)\*

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\*access is valid for the UDB testing platform (,acceptance version') and the live version!

# Content



1. Create a general EU-account if you do not have one, yet.
2. Receive the log-in link via email and log-in with your EU-account

# Creating an EU account



Click on the following link to create your general EU LOGIN and follow the instructions:

<https://webgate.ec.europa.eu/ern/userguide/Content/A.HOW TO JOIN/Register on EU-Login.htm>

Alternatively you can search in your browser for „EU LOGIN portal“ and create your account directly.

# Creating an EU account



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

English (en) ▼

[Create an account](#) **Login**

## Create an account

[Help for external users](#)

**First name**

**Last name**

**E-mail**

**Confirm e-mail**

**E-mail language**  
English (en) ▼

By checking this box, you acknowledge that you have read and understood the [privacy statement](#)

**Create an account** **Cancel**

- Type in all the necessary data. Please note that only a legal name of a natural person (no virtual person or alias) is allowed to enter!
- Choose your language.
- Confirm the check box
- After that click on „create an account“

# Creating an EU account



## Confirmation page

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

English (en) ▼

[New password](#) [Login](#)

### Create an account

Thank you for registering, you will receive an e-mail allowing you to complete the registration process.



# Creating an EU account

You will receive an E-Mail with an individual invitation link which has to be activated within 24 hours by clicking on it.

Your password



Authentication Service <automated-notifications@nomail.ec.europa.eu>  
An udb\_test@redcert.de

Zur Nachverfolgung. Beginn am Donnerstag, 30. März 2023. Fällig am Donnerstag, 30. März 2023.

Dear REDcert GmbH,

You have been registered in EU Login.

Your email address is [udb\\_test@redcert.de](mailto:udb_test@redcert.de).

To create your password, follow the link below:

[this link](#)

You have a maximum of 24 hr, starting from the time that this message was sent, to create your password, but you are encouraged to do so immediately if possible. After this time, you can make another request by following the same link: you will then need to re-enter your username and confirm your request.

If the above link does not work, you can copy the following address (make sure the complete address is copied!) and paste it into your browser's address bar:

<https://ecas.ec.europa.eu/cas/init/m/125707-mFcCtdRAF3NxzWXWSW6Tj3NXzcQOzuFbsoUgF0UDl83hF4pwoND4F26KboJu2z-9.6.8-dn1p/cas/init/initialisePasswordLogin?wayf.domain=external&wayf.remember=checked&wayf.submit=Select&uid=n00cjpw8&resetCode=pNT6KagywW2NpYYm4AdD9GW8relzNHdc4cqseZhnSKv&service=https%3A%2F%2Fwebgate.ec.europa.eu%2Ffern%2Fcas%2Flogin>

Instead of replying to this message, if you have a problem, please follow the help or contact information on the site where you were trying to register.

Note that it may take up to 5 minutes after reception of this mail before the above-mentioned site will recognize your registration.

Sent to you by EU Login



Do 30.03.2023 11:57



# Creating an EU account



- After confirming the link the following page appears:

Here, you have to create a password and submit it as described in the registration screen.

- Finally, your EU account is fully created.

A screenshot of the EU Login website's 'New password' page. The page has a grey header with 'EU Login' and 'One account, many EU services' on the left, and a language dropdown set to 'English (en)' on the right. Below the header, there are links for 'New password' and 'Login'. The main content area is titled 'New password' and contains a form with a message: 'Please choose your new password.' Below this, the user's email 'n00ejpw8 (External)' is shown. There is a text input field for the new password. Below the input field, there is a section for a secure password: 'Sicher erzeugtes Passwort verwenden' with the example 'dvTK4vxFSchK5Dv' and a note 'Firefox wird dieses Passwort für diese Website speichern.' with a button 'Gespeicherte Zugangsdaten anzeigen'. A blue 'Submit' button is at the bottom of the form. Below the button, there is a password policy: '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):' followed by a bulleted list: 'Upper Case: A to Z', 'Lower Case: a to z', 'Numeric: 0 to 9', and 'Special Characters: !"#%&()\*+,-./:;<=>?@[\\]^\_`{|}~'. Examples are given as 'Dvxhnr;uvH mQbGVcaLS- oayxJLU2IU'. A link '[Generate other sample passwords]' is at the bottom.

# Creating an EU account



## Confirmation page

A screenshot of the EU Login website's confirmation page. The page has a grey header with "EU Login" and the tagline "One account, many EU services" on the left, and a language selector set to "English (en)" on the right. Below the header, the main content area is grey and contains the heading "New password" in the center. In the top right corner of this area, there is a "New password" label and a blue "Login" button. A white notification box in the center contains a blue exclamation mark icon and the text "Your EU Login password was successfully changed." Below this, it says "Click Proceed below to continue to ern" and features a blue "Proceed" button.



# Receiving the Link via email to access the UDB



- You will receive an invitation link via email (address of 1<sup>st</sup> contact person registered in the REDcert database) to the UDB
- If you click on the link you will be forwarded to a new window
- Here, type in your User name (under which you'd like to be registered as UDB user) and add a corresponding email address
- Indicate that you are an Economic Operator (EO) in the drop down menu
- Click 'Accept the invitation'



# UDB interface

- Now you should see the start page of the UDB (acceptance version)
- Please, check and amend – if required - your company data via the dropdown-menu 'ORGANISATION'

The screenshot shows the UDB interface with the 'ORGANISATION' dropdown menu selected. The page displays the following information:

Home / Voluntary Scheme / My Voluntary Scheme

My Voluntary Scheme: REDcert Active

Contact Person:  
Lead users: [VIEW CONTACT](#)

**General Information**

Type	Voluntary Scheme
ID	REDC
Type of person	Legal Entity
Company Identifier	VS5
VAT	DE123123
Other legal identification	
Country	Germany
Website	www.redcert.org
Email	
Phone	

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