

Info-Mail from 25th of September 2024

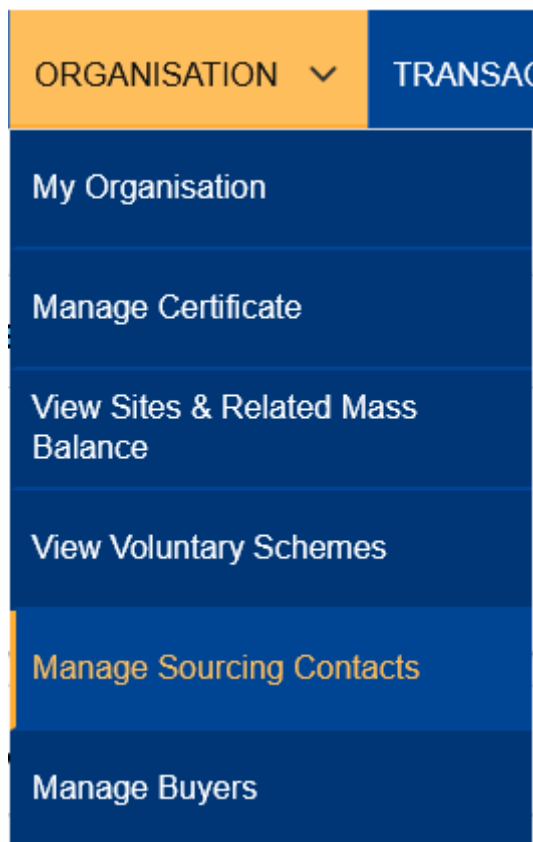
UDB - Creation of sourcing contacts

Dear ladies and gentlemen,

the onboarding process in the Union Database (UDB) for REDcert-EU scheme participants and certificates has been successfully completed. The next step is to create the so-called sourcing contacts in the UDB. This only applies to first gathering points (scope 201) and collectors of waste and residues (scope 202). Sourcing contacts are companies that are not themselves subject to certification but submit a self-declaration to an interface (scope 201 or 202).

How to create sourcing contacts?

Under the 'Organisation' tab, you will find the selection 'Manage contact persons for procurement'.



After you have clicked on it, you can

1. ...either manually add individual companies via '+ Create contact person for sourcing'.



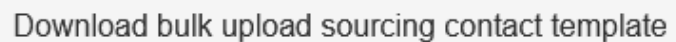
+ Create Sourcing Contact

Info: According to the information available to us, no ID (different from Youtube video 08 for creating sourcing contact) can be generated automatically in the database.

2. ...collectively upload several/all companies via an Excel table.



Bulk upload sourcing contacts



Download bulk upload sourcing contact template

You can either download a template from the UDB or use our attached Excel template with further explanations on how to complete it.

A unique ID is required to uniquely identify the companies. This can be either the VAT ID, tax ID or the IACS number.

You can find examples here:

VAT ID:

DE_VAT_CDDE123456789

Tax ID:

DE_TIN_CD1234567890123

IACS number (for Germany the IACS number starts with 276):

DE_IACS_CD2761234567890123

Why do the sourcing contacts have to be indicated in the Union database?

The basis for this is the Implementing Regulation (EU) 2022/996 which stipulates in Article 18(1) that '(...) sustainability and GHG emissions saving characteristics and other information describing raw materials or fuel, required for the purposes of Directive (EU) 2018/2001, together with transaction data shall be thoroughly documented and passed on from economic operator to economic operator through the supply chain. Such information shall include data to be transmitted through the whole supply chain as well as data that is specific for the individual transaction, as described in Annex I.'

This means, that every first gathering point and collector at the beginning of the supply chain is also obliged to enter information in the UDB in accordance with Annex I of [Implementing Regulation \(EU\) 2022/996](#).

If you have any questions about the UDB, you can send an e-mail to udb@redcert.de. Please understand that it may take some time to process your e-mail. Thank you very much!

Your REDcert Team