



Nederlandse Emissieautoriteit
Dutch Emissions Authority

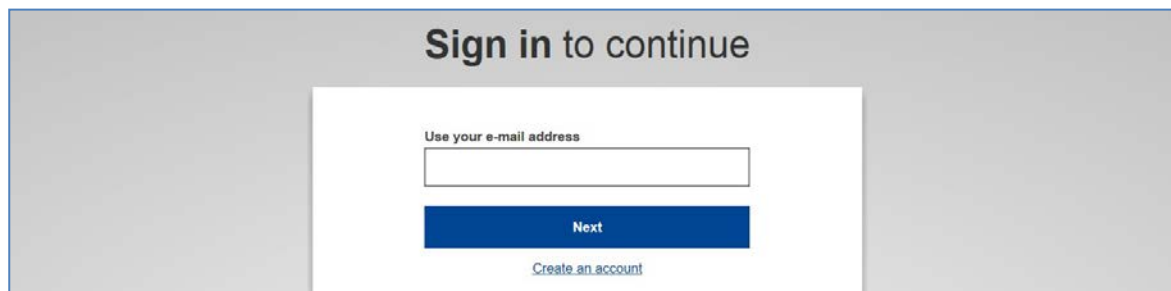
EU Login Account Management

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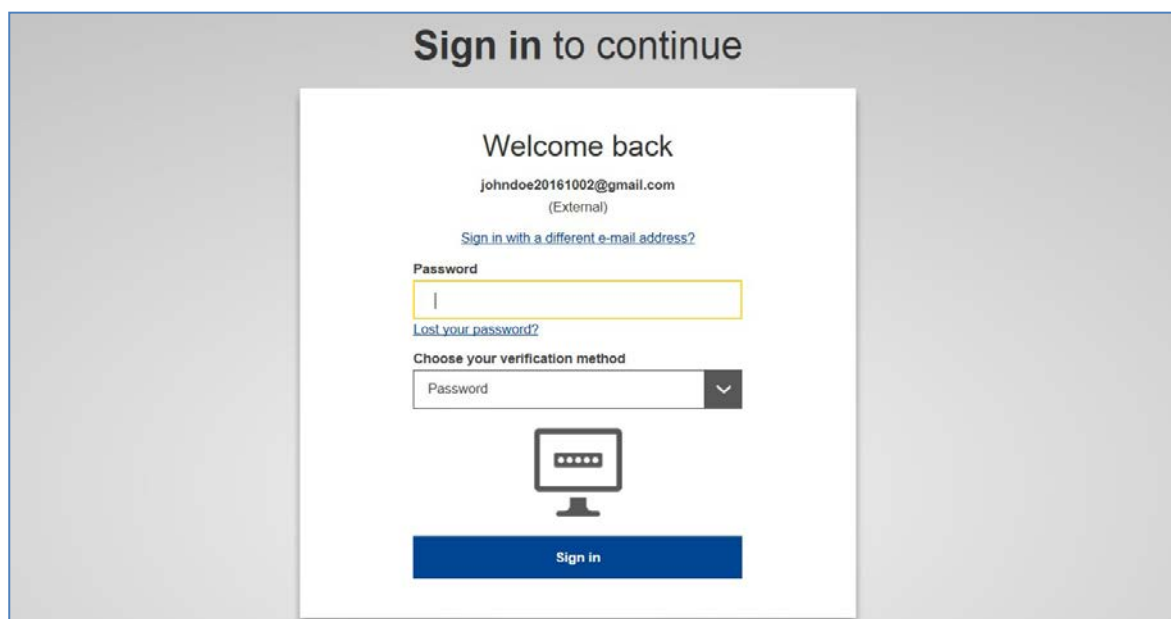
1 Login

- Go to the EU Login website: <https://webgate.ec.europa.eu/cas/>. We strongly recommend that you save this URL in the favourites of your browser.
- Is EU Login 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.
- Enter your e-mail address and click '**Next**'.



The screenshot shows a white login form centered on a grey background. At the top of the form, it says "Sign in to continue". Below this, there is a label "Use your e-mail address" above a text input field. Underneath the input field is a blue button labeled "Next". At the bottom of the form, there is a link that says "Create an account".

- Enter your password and click '**Sign in**'.

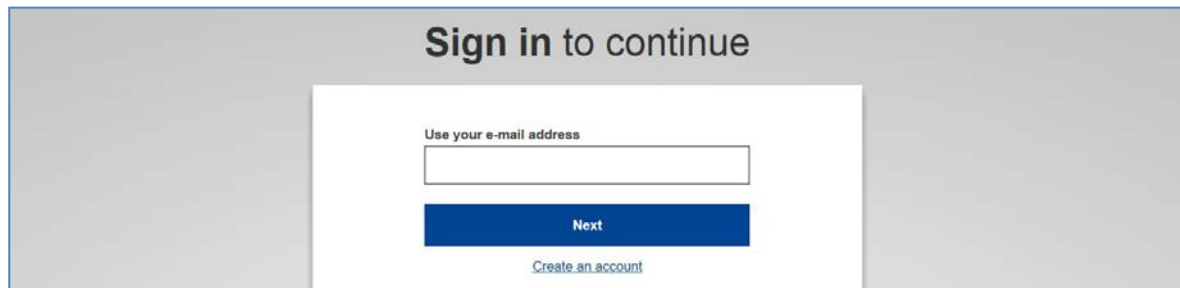


The screenshot shows the same white login form on a grey background. It says "Sign in to continue" at the top. Below that, it says "Welcome back" followed by the email address "johndoe20161002@gmail.com" and "(External)". There is a link "Sign in with a different e-mail address?". Below this is a label "Password" above a text input field. Underneath the input field is a link "Lost your password?". Below that is a label "Choose your verification method" above a dropdown menu showing "Password". At the bottom of the form, there is a blue button labeled "Sign in".

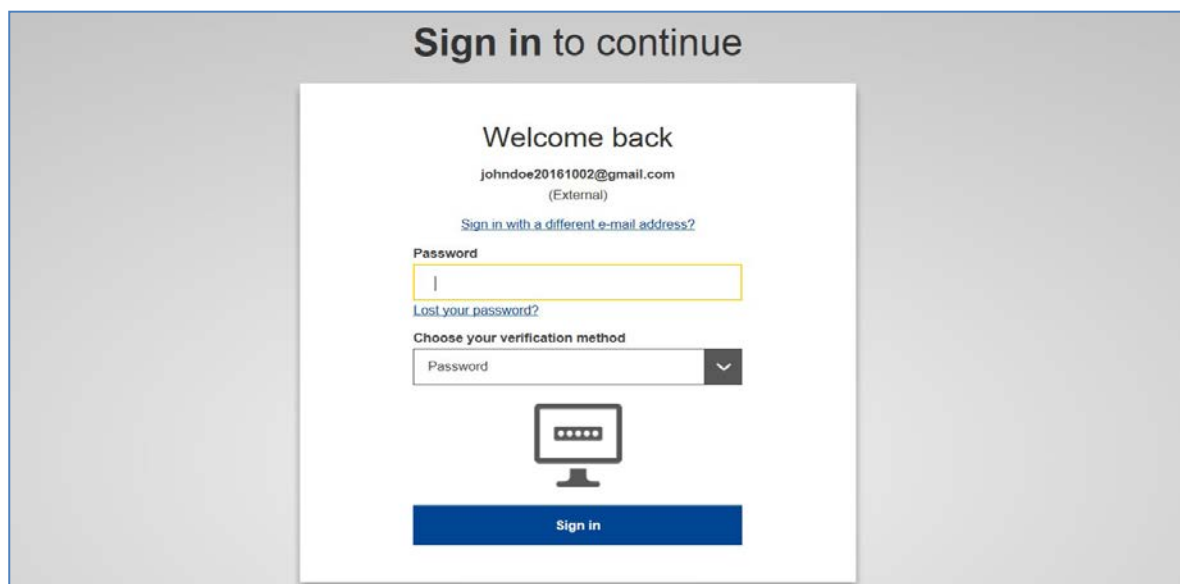
- After a successful login, you will be directed to the EU Login main page.

2 Lost your password?

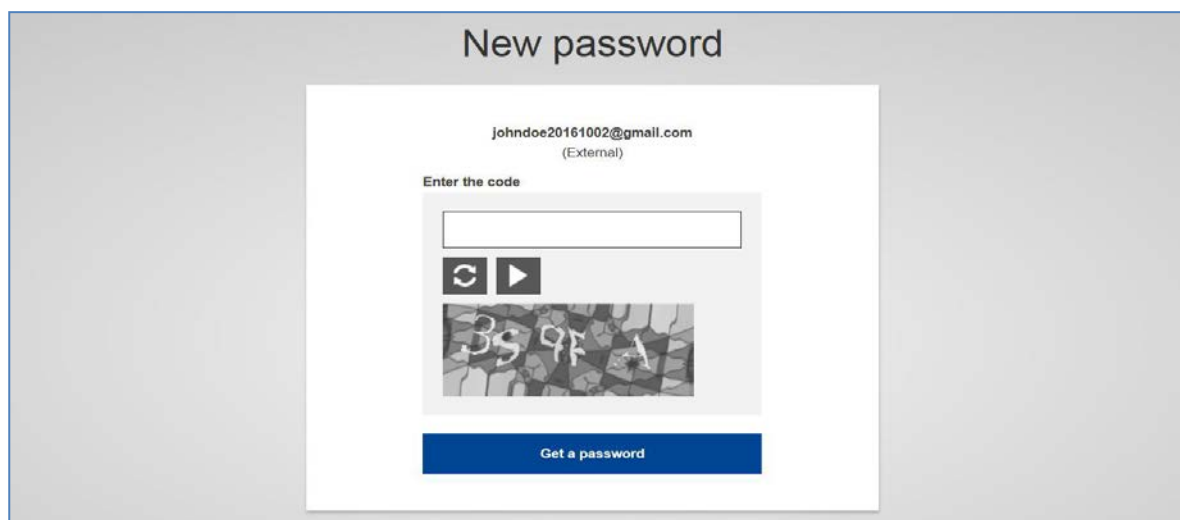
- Go to the EU Login website: <https://webgate.ec.europa.eu/cas/>
- Enter your e-mail address and click '**Next**'.



- Click '**Lost your password?**'



- Enter the code which is displayed and click '**Get a password**'.



- The system informs you that you will receive an e-mail with a link to EU Login.
- Click on the link in the e-mail. Please be aware that the link in the e-mail is valid for 24 hours after it was sent.
- Enter your new password twice and click **'Submit'**.

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: !\"#\$%&'()*+,-./:;<=>?@[\\]^_`{|}~

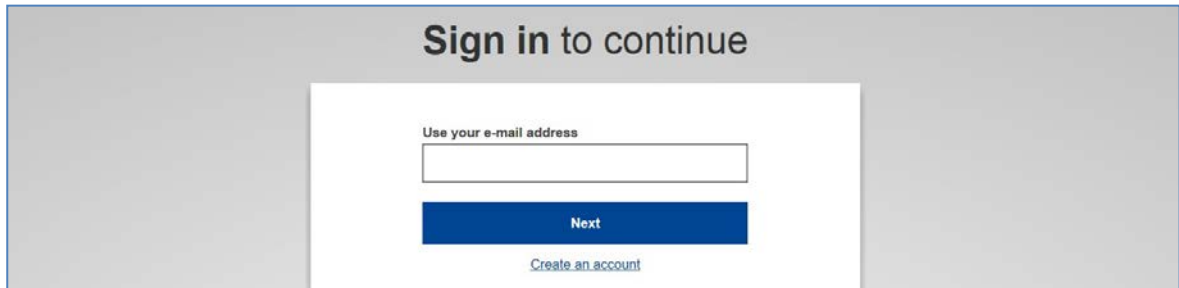
Examples: cwlykXTA2 NKEFMcKMv2 eIURUPBSJ9

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

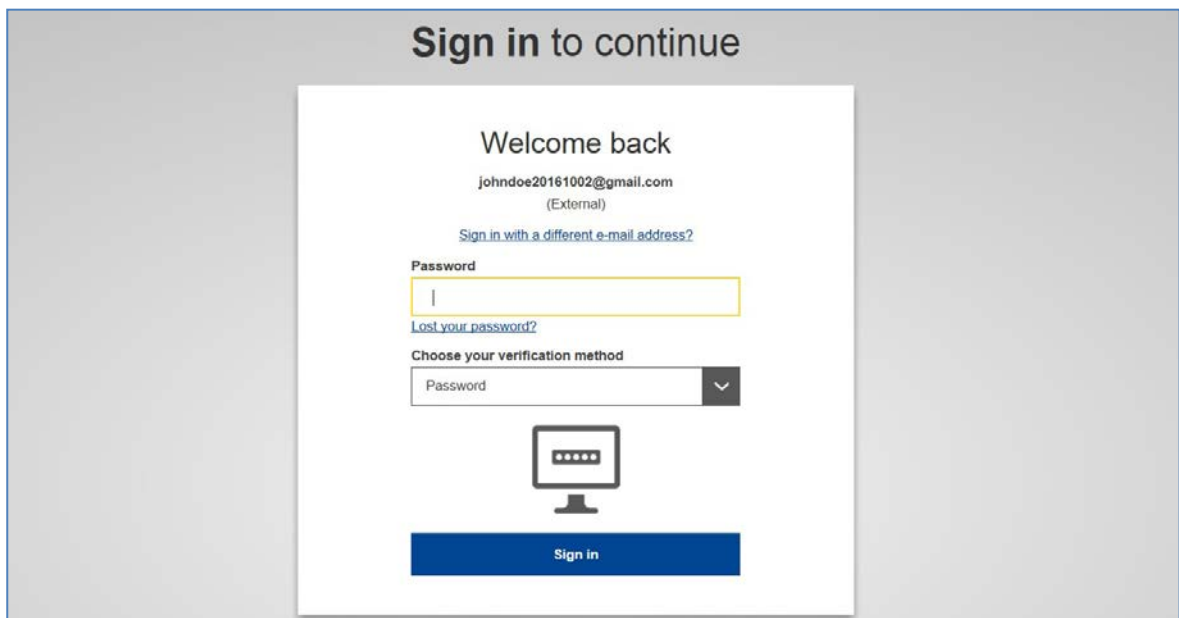
- A message appears informing you that your password has been successfully changed. After clicking **'Proceed'** you will be directed to the EU Login main page.

3 Change your password

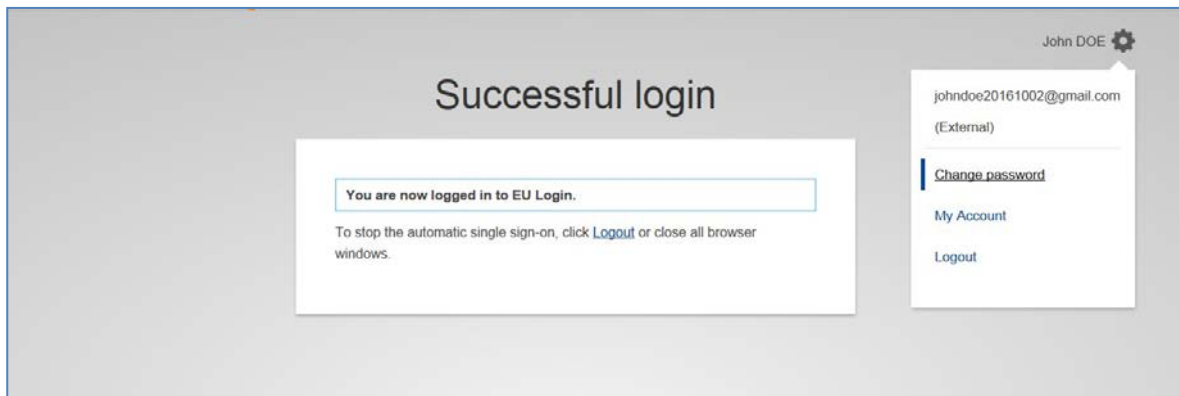
- Go to the EU Login website: <https://webgate.ec.europa.eu/cas/>
- Enter your e-mail address and click '**Next**'.




- Enter your password and click '**Sign in**'.



- Click on the symbol next to your name. A pop-up menu appears. Click '**Change password**'.



- Fill in the form and click '**Change**'

John DOE 

Change password

johndoe20161002@gmail.com
(External)

Current password

New password

Confirm new password

Change

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: !"#\$%&'()*+,-./:;<=>?@[\\]^_`{|}~

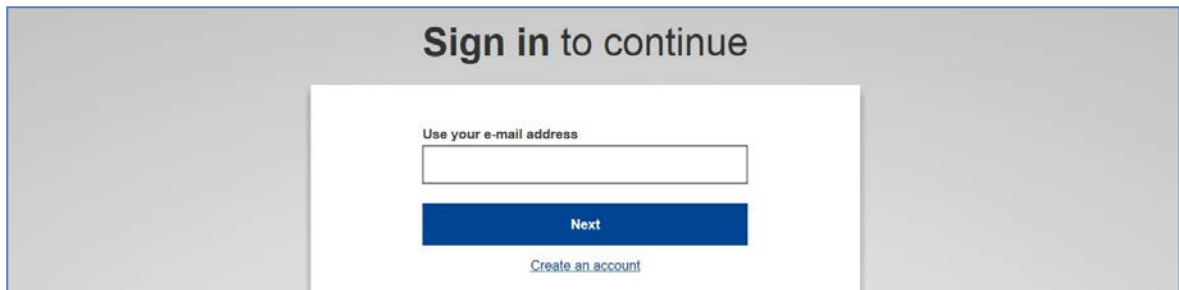
Examples: SmkhClx3BH 8%roTNnKDg EhWjJLKUjY

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

- The system informs you that your password has been successfully changed. You will also receive an e-mail from ECAS with this same message.

4 Register a mobile device in your EU Login account

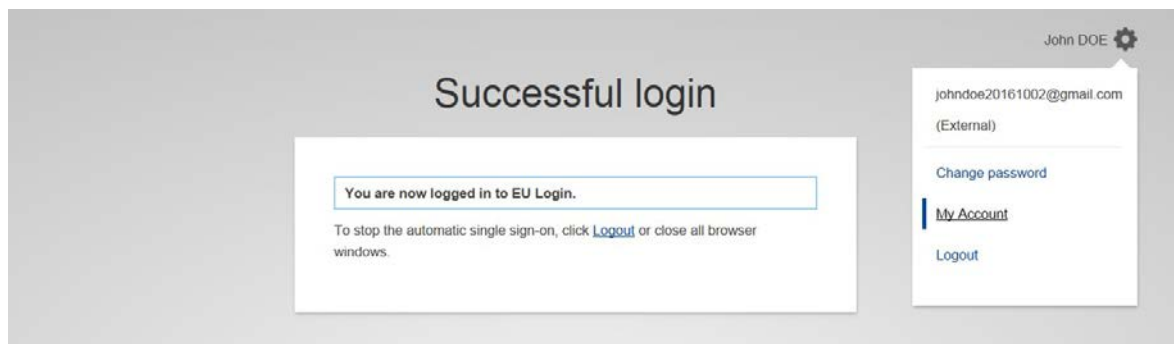
- Go to the EU Login website: <https://webgate.ec.europa.eu/cas/>
- Enter your e-mail address and click **'Next'**.



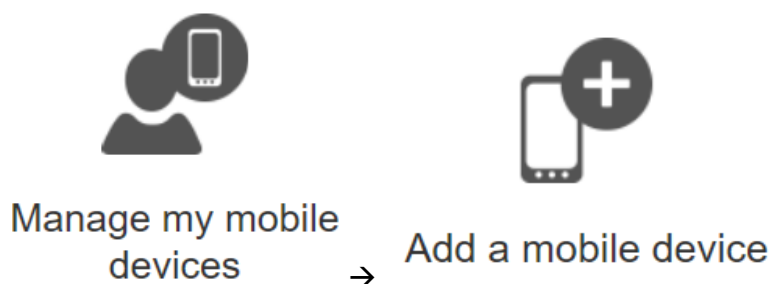
- Registration of a mobile device requires strong authentication, so enter your password, choose verification method **'EU Login Mobile QR code'** and click **'Sign in'**.

If you still use the SMS authentication, switch to the 'EU Login Mobile QR code' by using the **Manual CO2-registry - switch to login QR-code app**:
<https://www.emissionsauthority.nl/documents/support-documents/2020/09/16/manual-co2-registry-qr-code-app>

- Click on the symbol next to your name. A pop-up menu appears. Click **'My Account'**.



Click Manage my mobile devices and choose **'Add a mobile device'**.




- Enter a device name and a PIN code of your choice. Enter the PIN code a second time to confirm it.

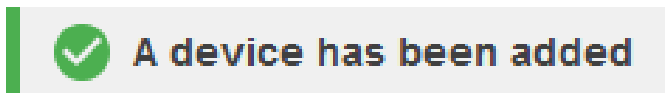
Your device name

Your 4 digit PIN code

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

Confirm your PIN code

- 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**.
- 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.
- In your EU Login Mobile app, enter the PIN code you created.
- Your mobile phone is added to your EU Login account.



5. Using another mobile device to login (change device)

A mobile device can only be linked to one EU Login account and each user can log into the CO2-Registry with one mobile device. In case you wish to use a different mobile device to login, you must first switch the device to EU Login and then log into the CO2-Registry with your new device.

- First download the EU Login app on your new mobile device

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>

- After this, swap the registration of your old device for your new device in EU Login. Do this by going to **'Manage mobile devices'** via my account and then choosing **'Add a mobile device'**.



Manage my mobile
devices



Add a mobile device



- Enter the new device name and a new PIN code of your choice. Enter the PIN code a second time to confirm it.

Your device name

Your 4 digit PIN code

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

Confirm your PIN code

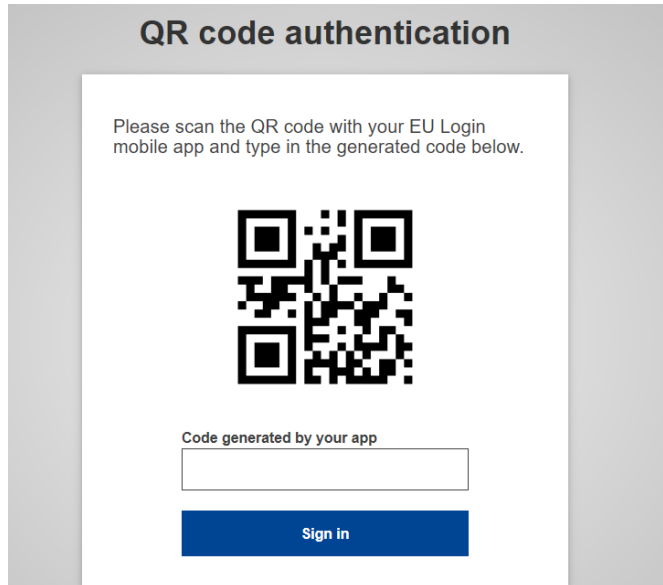
- Scan the QR code via the EU Login app via **"Register"** with your new mobile device.



Scan QR Code

Render a one-time-password for offline authentication.

- Your smartphone will show that you are signed in EU Login asking you to enter the new 4-digit PIN code. Click on Next.
- You will receive a message on your smartphone in the EU Login app that your device is added to an EU login account.
- If you then log into the CO2-Register via the EU Login app with a QR-code (scan the QR code with your new mobile phone!), you will receive a message on your smartphone that a QR-code has been created that needs to be filled in on your computer screen (8 digits).
- Enter this 8-digit code on the screen below that appears on your computer and click Sign in.



- You will receive the following message asking if you want to change the device. Always choose **Change device** and then click **Confirm**.

The device you are using to login, with the following identifier, does not match the device registered in EUCR.

Please login again with the device registered or alternatively request the change of your mobile unique device identifier. Please note that the change is subject to approval of your National Administrator and it can take a few days to be processed. If you already submitted a request for changing the device, it is not necessary to re-submit a new one.

[Login](#) [Change Device](#)

- The NEa must first approve this change to your device. Once approved you can now log in with your new smartphone. Until then, you can only log in with your old mobile smartphone.

Your request to update your mobile device has been recorded with identifier 53992. Please note that your mobile phone number should be kept up to date in both EUCR and EU Login account. Until your request for changing the mobile device is processed, you could still continue using your previous mobile device. Please login using the already registered device.

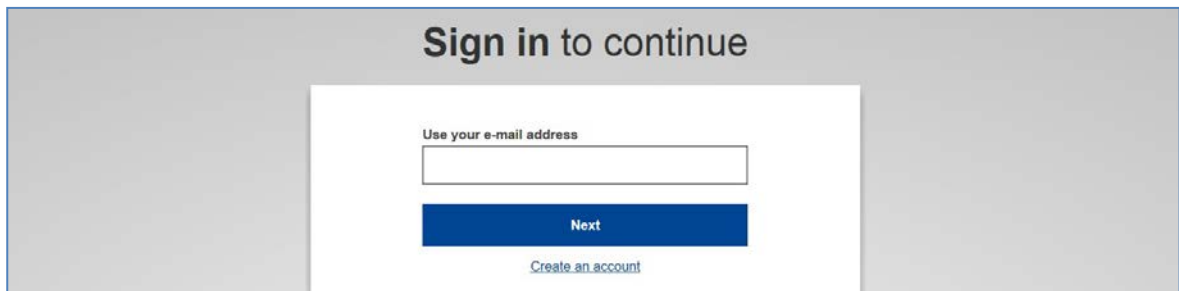
6 Panic Button

If you notice anything suspicious (e.g. if you think that your account has been hacked) or if you have lost access to your mobile phone(s) or device(s) it is possible to use the Panic Button. By using the Panic button you delete all mobile devices registered to your EU Login account.

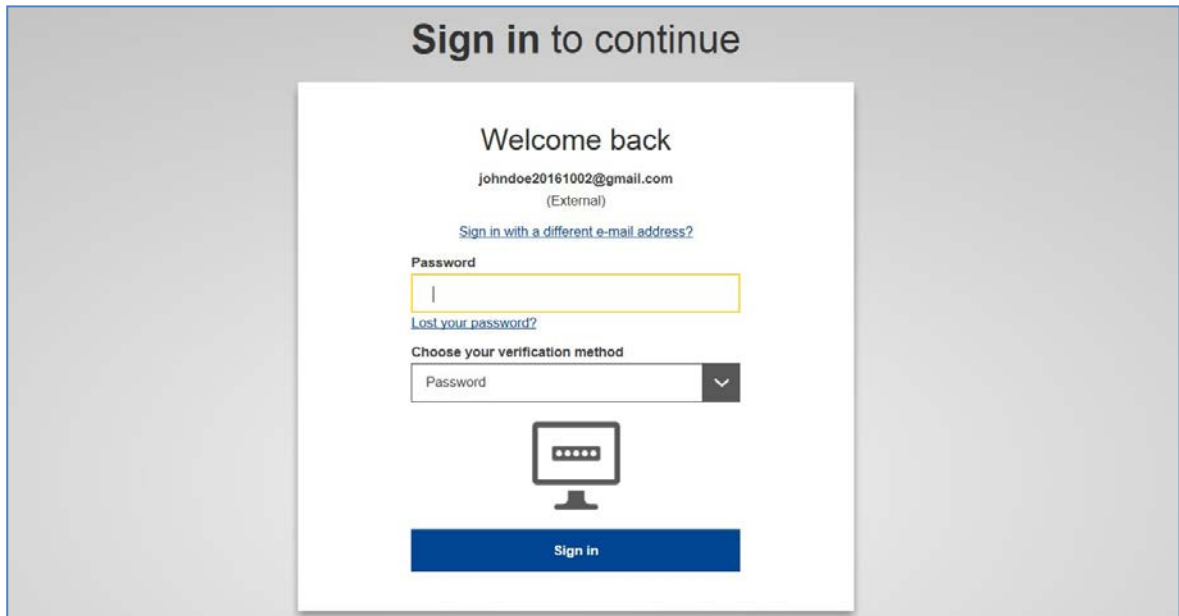
ATTENTION!

When you use the Panic button and delete all the mobile devices registered to your account, you also automatically suspend yourself from gaining access to the CO₂ registry.

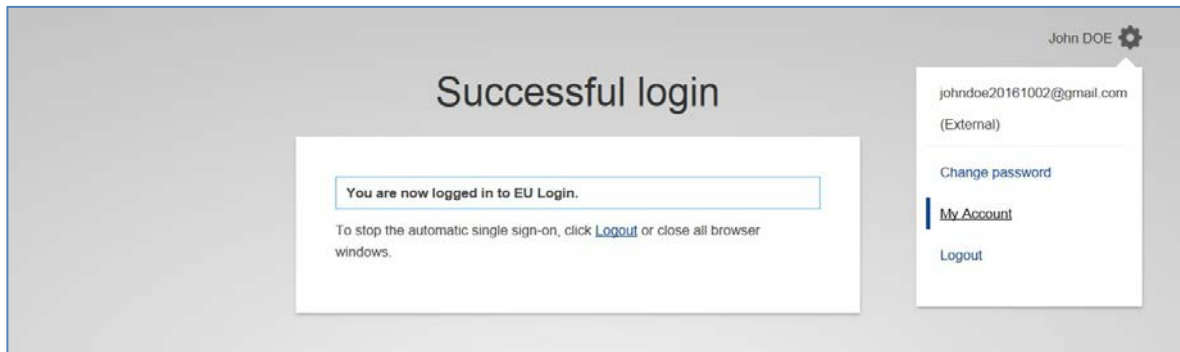
- Go to the EU Login website: <https://webgate.ec.europa.eu/cas/>
- Enter your e-mail address and click **'Next'**.



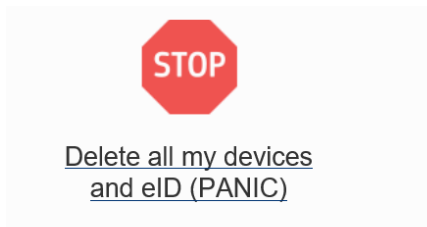
- Enter your password and click **'Sign in'**.



- Click on the symbol next to your name. A pop-up menu appears. Click **'My Account'**.



- Several options appear in the "My Account" page. Click 'Delete all my devices and eID (PANIC)'



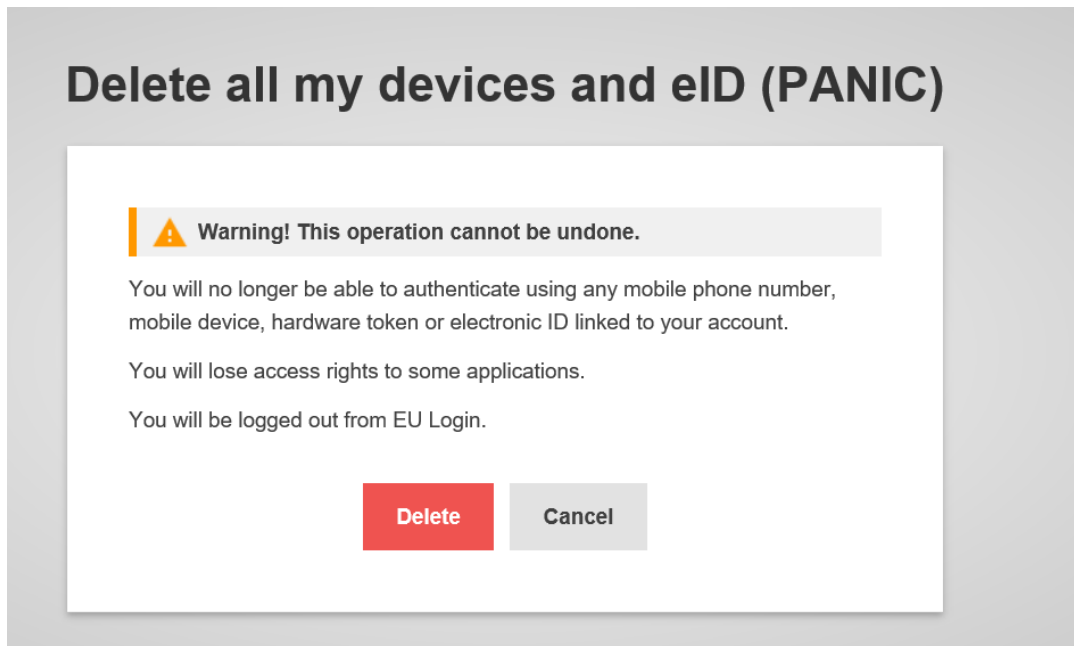
Delete all my devices and eID (PANIC)



Display my sessions

You can view the sessions opened for visited applications.

- EU Login will warn you that you are about to delete your mobile devices. If you are sure that you want to use the PANIC button, click 'Delete'.



- The system will inform you that all your mobile phone numbers have been deleted and that you have been logged out of EU Login.

Logout

You have logged out of EU Login. Doing this does not sign you off from any applications - to do so, log out of each one or close all browser windows.

All your devices and eIDs have been deleted.

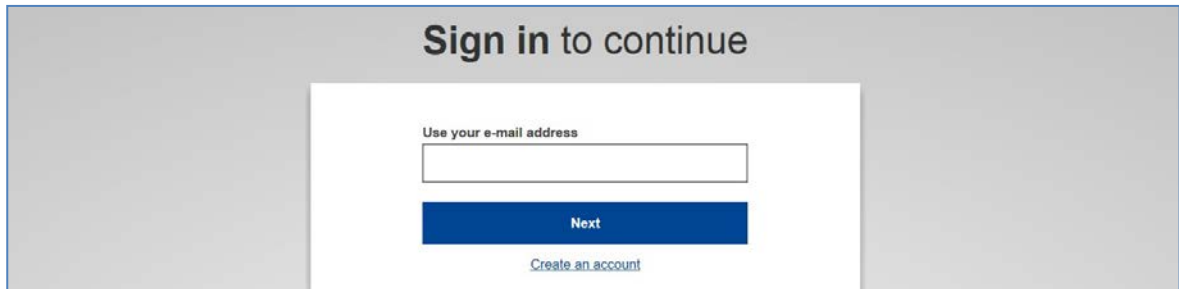
- You can now log into EU Login using your email address and password to add a new mobile phone number to your account.

ATTENTION!

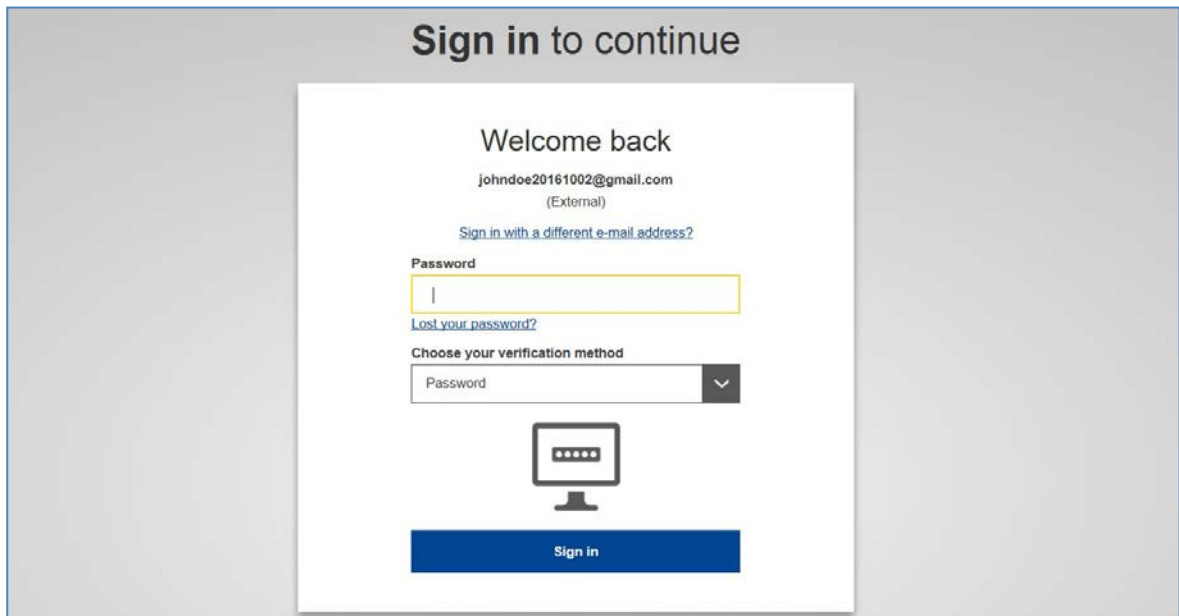
When you have used the Panic button, contact the Helpdesk NEa to find out the steps that have to be taken to get re-enrolled into the CO₂ Registry.

7 Modify personal data

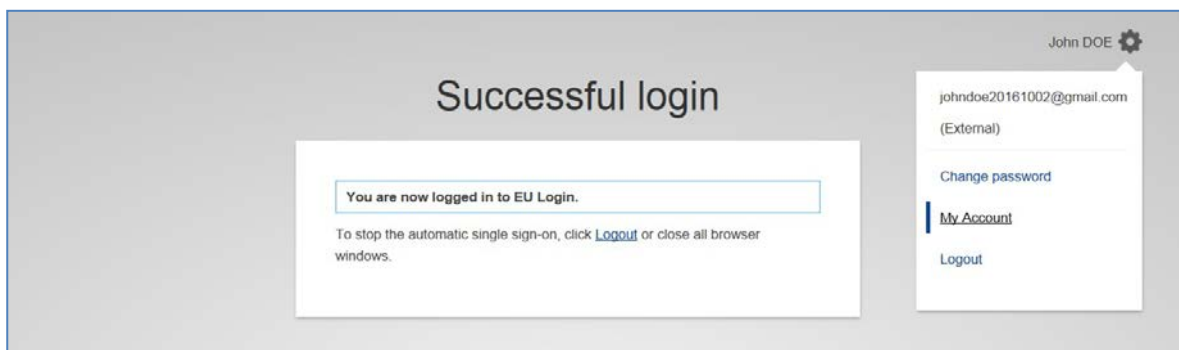
- Go to the EU Login website: <https://webgate.ec.europa.eu/cas/>
- Enter your e-mail address and click **'Next'**.



- Enter your password and click **'Sign in'**.



- Click on the symbol next to your name. A pop-up menu appears. Click **'My Account'**.



- Several options appear in the "My Account" page. Click **'Modify my personal data'**.

My Account



My account details



Modify my personal data



Delete my account



Manage my mobile devices



Manage my Security
Keys and Trusted
Platforms



Manage my mobile
phone numbers

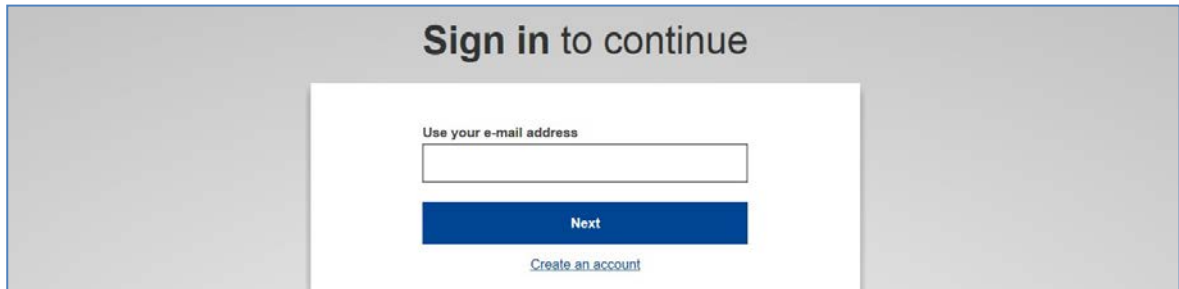
- It is possible to change your first name, last name, e-mail address and preferred e-mail language here.
- Fill in the details you want to change and click 'Submit'. The system will inform you that your account has been successfully updated.

ATTENTION!

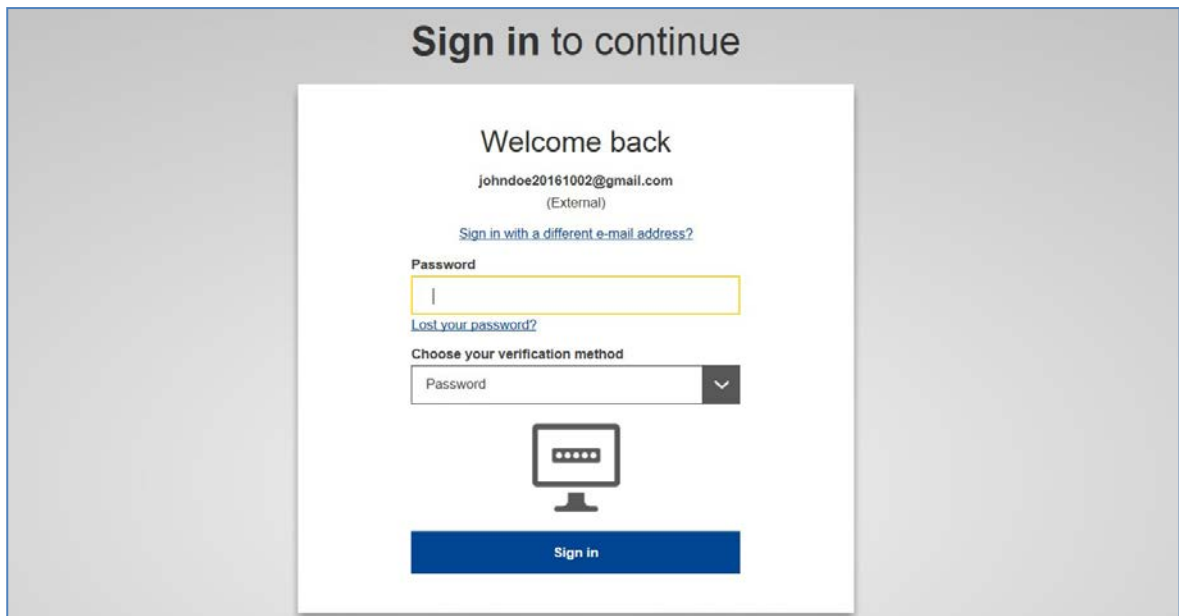
This only changes the details of your EU Login account. If you want to change your details in the CO₂ registry, please use the form "change details existing user CO₂-registry" on the NEa services website <https://www.emissionsauthority.nl/nea-services/emissions-trading/co2-registry>.

8 Delete your account

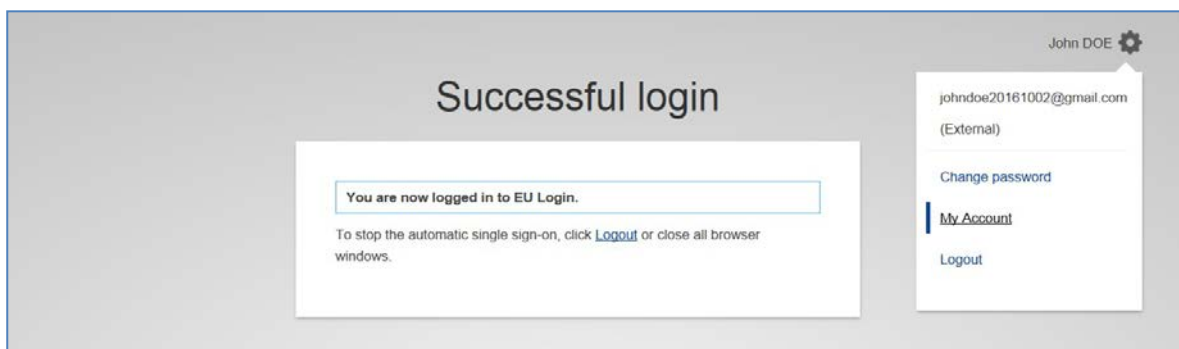
- Go to the EU Login website: <https://webgate.ec.europa.eu/cas/>
- Enter your e-mail address and click '**Next**'.



- Enter your password and click '**Sign in**'.



- Click on the symbol next to your name. A pop-up menu appears. Click '**My Account**'.



- Several options appear in the "My Account" page. Click '**Delete your account**'.

My Account



[My account details](#)



Modify my personal data



Delete my account



Manage my mobile devices



Manage my Security Keys and Trusted Platforms



Manage my mobile phone numbers

- The system will warn you that you are about to delete your account. If you really want to delete your account, click '**Delete**'.

Account deletion confirmation

Warning! You are about to delete your EU Login account.

All access rights assigned to this account will be revoked. You will not be able to recover them.

DELETE

CANCEL

ATTENTION!

Once you have deleted your account, you will not have access to the registry anymore.