



Changes to Company and User Profiles

- **Finding your F-gas Portal ID**
- **Adding or Deleting Users**
- **Changes to the Address**
- **Adding more Organisations**



Successful login

You will be asked to agree with the privacy notice

Privacy notice

EU Login is about to identify you to the following application: **fgas**

Click '**Proceed**' below if you agree to EU Login divulging your identity to that application.

Do not warn me anymore

Proceed



Click on the tabs indicated by the red boxes and arrows.



CLIMATE ACTION
F-Gas

European Commission > Climate Action > Policies > Fluorinated Gases > Portal

GO TO ODS

MY ORGANISATIONS

Please select your organisation:

ORGANISATION NAME	STATUS	ACTION
Testing statement download (BE212343434)	DRAFT	<input type="button" value="ENTER"/>
NMORGANIZATION--10015 (VAT10015)	REQUESTED	<input type="button" value="ENTER"/>
test registrant (BE2341241413)	REQUESTED	<input type="button" value="ENTER"/>
abcd (BE93831)	REVISION	<input type="button" value="ENTER"/>
NMORGANIZATION--10050		<input type="button" value="ENTER"/>
NMORGANIZATION--12647 (VAT12647)		<input type="button" value="ENTER"/>
NMORGANIZATION--13699 (VAT13699)		<input type="button" value="ENTER"/>
NMORGANIZATION--49554 (VAT49554)		<input type="button" value="ENTER"/>
NMORGANIZATION--9410 (VAT9410)	VALID	<input type="button" value="ENTER"/>
NMORGANIZATION--9418	VALID	<input type="button" value="ENTER"/>
NMORGANIZATION--9517 (VAT9517)	VALID	<input type="button" value="ENTER"/>

Log into the F-Gas Portal at <https://fgas-licensing.ec.europa.eu> and enter the company profile you would like to make changes to.





CLIMATE ACTION

F-Gas

European Commission > Climate Action > Policies > Fluorinated Gases > Portal

GO TO ODS

NMORGANIZATION--9410

HOME

PROFILE

HFC REGISTRY

MATCHMAKING

AUDITORS

REPORTING

WELCOME USER1 USER1

Click on "PROFILE".

YOU ARE IDENTIFIED AS NMORGANIZATION--9410

MESSAGE BOARD:

REFERENCE VALUES 2021-2023

Reference values for 2021 to 2023 have been adopted. The companies receiving a reference value are listed here: [Commission Implementing Decision \(EU\) 2020/1604](#)
For more information on the calculation please consult Annex V of the F-Gas Regulation (EU) 517/2014.

The Commission plans to allocate the quotas for the year 2021 based on both the reference values and the declarations before the end of November.

[2020-11-03]

DELAY IN RESPONSE POSSIBLE - MAILBOX AND REGISTRY

Due to the Coronavirus and the associated safety precautions you may experience delays in our replies to you in the functional mailbox and in processing your requests in the F-Gas Portal & HFC Licensing System. We apologise for any inconvenience.

[2020-03-12]

UPDATE - UK WITHDRAWAL - IMPORTS OF PAC EQUIPMENT

HELP:

- Read the [security good practices](#) and [privacy statement](#)

USEFUL LINKS:

- [Fgas Regulation No 517/2014](#)
- [List of Quota Holders](#)
- [How companies register correctly](#)
- [DG Clima F-gas website](#)
- [Guidance on Reporting and other issues](#)

CONTACT US:

- **Email:** CLIMA-HFC-REGISTRY@ec.europa.eu



Status

VALID

PRINT "KIGALI LICENSE"

PROFILE OF NMORGANIZATION--9410 (ID : 9410)

ORGANISATION DETAILS:

ORGANISATION NAME (AND LEGAL FORM) *		TELEPHONE * ⁱ	WEBSITE
NMORGANIZATION--9410		+123456789	
STREET *	NUMBER	POSTAL CODE	CITY *
str7504	1	cp7504	Colombes cedex
COUNTRY *		France	
VAT NUMBER *	EORI NUMBER * ⁱ		
VAT9410	BE3333339410		
<input type="checkbox"/> Check if your EU VAT number is valid or check with your Member State authority		<input type="checkbox"/> Check if your EORI number is valid	

ALL CONTACTS:

FIRST NAME	LAST NAME	E-MAIL	MAIN CONTACT	ACTIONS
fname18746	lname18746	18746email@climaOds2010.yyy		
fname38643	lname38643	38643email@climaOds2010.yyy		
fname341	lname341	341email@climaOds2010.yyy		

COMPLEMENTARY INFORMATION (TO BE COMPLETED ONLY AFTER SPECIFIC REQUEST FROM THE COMMISSION)



INFORMATION ON BENEFICIAL OWNERS:	INFORMATION ON LINKED UNDERTAKINGS:
VIEW OWNERS	NO LINKED UNDERTAKINGS
INFORMATION ON ADDITIONAL EVIDENCE:	
NO ADDITIONAL EVIDENCE	
DOWNLOAD FINANCIAL STATEMENT OF PREVIOUS YEAR	
BUSINESS PLAN FOR FUTURE ACTIVITIES IS NOT AVAILABLE	
OVERVIEW OF PREVIOUS BUSINESS ACTIVITIES IS NOT AVAILABLE	
PROOF OF MANAGEMENT STRUCTURE IS NOT AVAILABLE	
SUPPLEMENTARY INFORMATION	

EDIT

You can see the F-gas Portal ID of your undertaking here.

Click on EDIT at the bottom of the page and make changes to the organisation details, the users and the business specifications.



PULLED BACK	NMORGANIZATION--9410 - User1 User1	Not applicable	
Registration Form Submitted	NMORGANIZATION--9410 - User1 User1	Not applicable	 
APPROVED	European Commission	Not applicable	

ADDITIONAL INFORMATION (TO BE COMPLETED ONLY AFTER SPECIFIC REQUEST FROM THE COMMISSION)

INFORMATION ON BENEFICIAL OWNERS: INFORMATION ON LINKED UNDERTAKINGS:
NO LINKED UNDERTAKINGS

INFORMATION ON ADDITIONAL EVIDENCE:
NO ADDITIONAL EVIDENCE

REGISTRATION DOCUMENT IS NOT AVAILABLE

STATEMENT OF PREVIOUS YEAR IS NOT AVAILABLE

PLAN FOR FUTURE ACTIVITIES IS NOT AVAILABLE

PREVIOUS BUSINESS ACTIVITIES IS NOT AVAILABLE

MANAGEMENT STRUCTURE IS NOT AVAILABLE

ADDITIONAL INFORMATION

PLEASE CONFIRM

Do you want to update the organisation's profile? If yes, please save your changes. The SAVE button is on the bottom of the screen.

For changes of name, VAT, EORI: contact CLIMA-HFC-REGISTRY@ec.europa.eu and provide proof



PROFILE OF NMORGANIZATION--9410 (ID : 9410)

ORGANISATION TYPE:

Company (undertaking) EU Customs authority

You can change the address and phone number yourself.

ORGANISATION DETAILS:

ORGANISATION NAME (AND LEGAL FORM) *		TELEPHONE *	WEBSITE	
NMORGANIZATION--9410		+123456789		
STREET *	NUMBER	POSTAL CODE	CITY *	COUNTRY *
str7504	1	cp7504	Colombes cedex	France
VAT NUMBER *	EORI NUMBER *			
VAT9410	BE3333339410			
<input checked="" type="checkbox"/> Check if your EU VAT number is valid or check with your Member State authority	<input checked="" type="checkbox"/> Check if your EORI number is valid			

To add a user: Fill in new contact details and click "ADD"

ALL CONTACTS:

Add the name and e-mail of staff which need access to the organisation's account. Messages relating to the F-Gas Portal will be sent to all contact persons listed.

FIRST NAME	LAST NAME	E-MAIL	<input type="button" value="ADD"/>

FIRST NAME	LAST NAME	E-MAIL	MAIN CONTACT	ACTIONS
fname18746	lname18746	18746email@climaOds2010.vvv		
fname38643				
fname341				
User1				

To delete a user: Click on the little trash symbol next to this user. You will not be able to delete the user that is currently logged in.



You can modify your business specifications as well as give your consent to sharing your company name and be contacted by other undertakings

QUESTIONS:

BUSINESS SPECIFICATIONS:

Please answer the following questions.

ARE YOU A PRODUCER/IMPORTER OF HFCS IN BULK? *

Yes No

Yes No

ARE YOU A PRODUCER/IMPORTER/EXPORTER OF OTHER FLUORINATED GREENHOUSE GASES (NON-HFCS) IN BULK LISTED IN ANNEX I OR II *

Yes No

ARE YOU AN UNDERTAKING USING FLUORINATED GREENHOUSE GASES LISTED IN ANNEX I OR II AS FEEDSTOCK *

Yes No

ARE YOU AN UNDERTAKING IN RECEIPT OF EXEMPTED HFCS *

Yes No

ARE YOU IMPORTING PRODUCTS AND EQUIPMENT CONTAINING FLUORINATED GREENHOUSE GASES LISTED IN ANNEX I OR II *

Yes No

ARE YOU AN UNDERTAKING DESTROYING FLUORINATED GREENHOUSE GASES LISTED IN ANNEX I OR II *

Yes No

ARE YOU MANAGING AUTHORISATIONS FOR IMPORTERS OF REFRIGERATION, AC AND HEATPUMP EQUIPMENT CONTAINING HFCS? *

Yes No

CONSENT

- Do you agree that your company name is included in a list of potential quota holders which is displayed in the Fgas Portal and visible to other registered companies? (N.B.: Other registered companies would thus be able to contact you by clicking on your company name. This enables you to get in touch with companies seeking e.g. quota authorisations or quota transfers.)
- Do you agree that your company name is included in a list of companies seeking authorisations which is displayed in the Fgas Portal and visible to other registered companies? (N.B.: Other Companies would thus be able to contact you by clicking on your company name. This enables you to get in touch with e.g. companies holding quota)

SHOW BUSINESS SPECIFICATIONS HISTORY

COMMENT



COMPLEMENTARY INFORMATION (TO BE COMPLETED ONLY AFTER SPECIFIC REQUEST FROM THE COMMISSION)

INFORMATION ON BENEFICIAL OWNERS:

ADD OWNERS

INFORMATION ON LINKED UNDERTAKINGS:

ADD LINKED UNDERTAKINGS

INFORMATION ON ADDITIONAL EVIDENCE:

ADD ADDITIONAL EVIDENCE

NATIONAL REGISTRATION DOCUMENT IS NOT AVAILABLE

NATIONAL REGISTRATION DOCUMENT i

No file selected

BROWSE

UPLOAD

FINANCIAL STATEMENT OF PREVIOUS YEAR IS NOT AVAILABLE

FINANCIAL STATEMENT OF PREVIOUS YEAR

No file selected

BROWSE

UPLOAD

BUSINESS PLAN FOR FUTURE ACTIVITIES IS NOT AVAILABLE

BUSINESS PLAN FOR FUTURE ACTIVITIES

No file selected

BROWSE

UPLOAD

OVERVIEW OF PREVIOUS BUSINESS ACTIVITIES IS NOT AVAILABLE

OVERVIEW OF PREVIOUS BUSINESS ACTIVITIES

No file selected

BROWSE

UPLOAD

PROOF OF MANAGEMENT STRUCTURE IS NOT AVAILABLE

PROOF OF MANAGEMENT STRUCTURE

BROWSE

UPLOAD

SUPPLEMENTARY INFORMATION

Click on "SAVE" at the bottom once all changes have been made.

UNDO

SAVE



European

NMORGANIZATION--9410

HOME

PROFILE

HFC REGISTRY

MATCHMAKING

AUDITORS

REPORTING

THE FORM HAS BEEN SAVED

Status

VALID

Make sure this message appears.
The profile is now updated.

PRINT "KIGALI LICENSE"

PROFILE OF NMORGANIZATION--9410 (ID : 9410)

ORGANISATION TYPE:

Company (undertaking)

EU Customs authority

ORGANISATION DETAILS:

ORGANISATION NAME (AND LEGAL FORM) *

NMORGANIZATION--9410

TELEPHONE *

+123456789

WEBSITE

STREET *

str7504

NUMBER

1

POSTAL CODE

cp7504

CITY *

Colombes cedex

COUNTRY *

France

VAT NUMBER *

VAT9410

EORI NUMBER *

BE3333339410

[Check if your EU VAT number is valid or check with your Member State authority](#)

[Check if your EORI number is valid](#)



ENGLISH (EN) ▼

WELCOME USER1 USER1 ▼

LOGOUT



CLIMATE ACTION

F-Gas

MY ORGANISATIONS
REGISTER NEW ORGANISATION

European Commission > Climate Action > Policies > Fluorinated Gases > Portal

GO TO ODS

NMORGANIZATION--9410

HOME

PROFILE

HFC REGISTRY

MATCHMAKING

AUDITORS

REPORTING

Status
VALID

To register another company: Hover over your username and click on „register new organisation“

PROFILE OF NMORGANIZATION--9410

ORGANISATION TYPE:

Company (undertaking)

EU Customs authority

ORGANISATION DETAILS:

ORGANISATION NAME (AND LEGAL FORM) *

NMORGANIZATION--9410

TELEPHONE * ⓘ

+123456789

WEBSITE

STREET *

str7504

NUMBER

1

POSTAL CODE

cp7504

CITY *

Colombes cedex

COUNTRY *

France

VAT NUMBER *

VAT9410

EORI NUMBER * ⓘ

BE3333339410

☞ Check if your EU VAT number is valid or check with your Member State authority

☞ Check if your EORI number is valid

ALL CONTACTS:

Add the name and e-mail of staff which need access to the organisation's account. Messages relating to the F-Gas Portal will be sent to all contact persons listed.

FIRST NAME

LAST NAME

E-MAIL

ADD



Thank You!

For questions or more information, please contact us at CLIMA-HFC-REGISTRY@ec.europa.eu

or visit the website [Fluorinated greenhouse gases \(europa.eu\)](http://Fluorinated.greenhouse.gases.europa.eu)