



# HFC Registry


**Guidance on  
How to Register**


You can either enter directly from DG CLIMA Webpage


...


European Commission


European Commission > Climate Action > EU Action > Fluorinated Gases > Data Reporting


  
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## Quota allocation, the HFC Registry and data reporting


This page provides information on



- Quota allocation for companies, and
- Reporting obligations on fluorinated gases.

### Quota allocation and the HFC Registry




**Update March 2015:**

**Declaration for 2016 quota:** Companies will be able to make declarations for (additional) quota for the year 2016 directly in the [HFC Registry](#). in the period 1 May - 30 June 2015. Read the [official notice](#).

**Transfer of quota:** The online mechanism for transferring quota from one company to another is now available in the [HFC Registry](#)([Guidance document](#)  (876 kB) ).

**Registration:** All companies that need to register in the HFC Registry can do so now ([Guidance document](#)  (1.21 Mb)  for the registration process ).

This includes importers of equipment containing HFCs and all entities supplying or receiving exempted gases such as those HFCs imported for destruction, for use as feedstock, directly exported in bulk, as well as for use in military equipment, in



### Read more

Publications  
Climate law

### Latest news

30/04/2015 EU proposes global phase-down of HFCs under Montreal Protocol

21/11/2014 Commission allocates quotas to companies selling highly warming greenhouse gases

14/11/2014 Global phase-down of hydrofluorocarbons and replenishment of Multilateral Fund on Montreal Protocol's agenda

[Read more](#)

### Latest events

07/11/2014 Commission presents new F-Gas Policy at workshop in India


04/06/2014 EU side events at the Bonn Climate Change Conference

13/02/2013 Stakeholder

<https://webgate.ec.europa.eu/ods2/>

...Or using  
file  
location  
given  
above.






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EUROPA > Authentication Service > Login

Authenticates your identity on European Commission websites



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Is the selected domain correct?

[CHANGE IT](#)

**webgate.ec.europa.eu requires you to authenticate**

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Password

☐ Remember my username

☐ Warn me each time an application asks for my identity

☐ View my ECAS account details after logging me in

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Lost your password?

[Create an account](#) | [Help](#)

Select "Create an  
account", if you  
log in for the first  
time

Verify that  
the selected  
domain is  
"External". If  
not, change  
it.

# Enter your registration details, check the box & click on "Create an Account"

EUROPA > Authentication Service > Create an account



External

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## Create an account

[Help for external users](#)

Choose a username

First name

Last name

E-mail

Confirm e-mail

E-mail language

English (en) ▼

Enter the code



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

**CREATE AN ACCOUNT**

You will then receive a registration email.



## EUROPEAN COMMISSION AUTHENTICATION SERVICE (ECAS)

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[EUROPA](#) > [Authentication Service](#) > [Create an account](#)



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[Create an account](#)

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

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[LOGIN!](#)

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[Create an account](#) | [Help](#)


**Log in with the new password and you will be redirected to the  
F-Gas Portal**

**The first time you enter the system, you will be asked to verify if your organisation is already registered.**

European

https://webgate.test.ec.europa.eu/ods2/resources/home/ Login FGAS Portal System - Europ... x

WELCOME USER 3 USER 3 LOGOUT

 CLIMATE ACTION  
F-Gas

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

## WELCOME TO THE FGAS PORTAL

The FGAS Portal is an electronic system that allows you to

- (i) register in the HFC Registry,
- (ii) apply for HFC quotas, have quotas allocated to you and manage your quotas,
- (iii) report on fluorinated greenhouse gases, according to the F-Gas Regulation (Regulation (EC) No 517/2014).

### CHECK IF YOUR ORGANISATION IS ALREADY REGISTERED

To start using the FGAS Portal please check first if your organisation is already registered. Depending on your type of organisation you have to provide either your VAT number or your reference number and then click on the check button.

#### ARE YOU REPRESENTING A COMPANY?

PROVIDE THE VAT NUMBER OF YOUR UNDERTAKING  
(ONLY FOR EU COMPANIES, FOR NON-EU COMPANIES USE LINK BELOW).

[\(What is VAT?\)](#)

CHECK

#### ARE YOU RE-PRESENTING A CUSTOMS AUTHORITY?

PROVIDE THE REFERENCE NUMBER OF YOUR CUSTOMS AUTHORITY <sup>i</sup>

CHECK

If you are a non EU company [register here](#).

**If you are a company enter your VAT number and click « CHECK »**



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### ARE YOU RE-PRESENTING A CUSTOMS AUTHORITY?

PROVIDE THE REFERENCE NUMBER OF YOUR CUSTOMS AUTHORITY <sup>i</sup>

CHECK

YOU ARE NOT REGISTERED IN THE FGAS PORTAL. PROCEED WITH THE REGISTRATION OF YOUR ORGANISATION.

REGISTER NEW ORGANISATION

← Register your company



## CLIMATE ACTION

### F-Gas

[European Commission](#) > [Climate Action](#) > [Policies](#) > [Fluorinated Gases](#) > [Portal](#)

## REGISTRATION FORM

### ORGANISATION TYPE:

☒ Company (undertaking) ☐ EU Customs authority

If you are a company, select this button

# REGISTRATION FORM

Provide your organisation details

## ORGANISATION TYPE:

☒ Company (undertaking)    ☐ EU Customs authority


## ORGANISATION DETAILS:

|                      |                      |                      |   |                      |  |
|----------------------|----------------------|----------------------|---|----------------------|--|
| ORGANISATION NAME *  |                      |                      | TELEPHONE *  | WEBSITE              |  |
| <input type="text"/> |                      |                      | <input type="text"/>  | <input type="text"/> |  |
| STREET *             | NUMBER               | POSTAL CODE *        | CITY *  | COUNTRY *            |  |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/>  | <input type="text"/> |  |

## USERS:

### CONTACT PERSON:

|                                     |                                     |  |
|-------------------------------------|-------------------------------------|--|
| FIRST NAME                          | LAST NAME                           | E-MAIL   |
| <input type="text" value="User 3"/> | <input type="text" value="User 3"/> | <input type="text" value="user3@mock.ec.europa.eu"/> |

☐ I am an employee of the Organisation    ☐ I am not an employee of the organisation but entitled to act on behalf of it 

☐ I have the authority to represent my organisation in the FGAS Portal and I have read the security conditions \*

[Read the security notice](#) AND [privacy statement](#) \*

Please read carefully

QUESTIONS:

BUSINESS SPECIFICATIONS:

Please answer the following questions.

ARE YOU A PRODUCER/IMPORTER OF HFCS \*

☐ Yes

☐ No

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

☐ Yes

☐ No

ARE YOU AN UNDERTAKING IN RECEIPT OF EXEMPTED HFCS \*

☐ Yes

☐ No

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

☐ Yes

☐ No

ARE YOU AN EXPORTER OF HFCS \*

☐ Yes

☐ No

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

☐ Yes

☐ No

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

☐ Yes

☐ No

Provide Yes/No answers to each question

CONFIRMATION OF INTENT TO REGISTER:

AUTHORISING PERSON'S DETAILS

To finalise registration you need to prepare a statement confirming your intent to register. The statement must be printed on headed business paper and signed by a person who has the authority to make legally binding statements on behalf of your organisation. An authorising person is for example a general manager. Please give the name of the person who will sign the statement.

FIRST NAME \*

LAST NAME \*

FUNCTION \*

Please read carefully and fill in

STATEMENT

Verify if all fields in your registration form are completed correctly and download the statement confirming your intent to register. Next upload a signed copy. Note that if you change anything in your registration form then the information in the statement must also be updated. If you update the registration form you must download a new statement.

DOWNLOAD STATEMENT

DOWNLOAD

UPLOAD THE SIGNED STATEMENT

BROWSE

UPLOAD

When you click «DOWNLOAD » the system generates a statement with information you entered in the form.

# Registration Form

## CONFIRMATION OF INTENT TO REGISTER IN THE FGAS PORTAL

Verify that all the  
information in the  
statement is correct.

user3 would like to register in the Fgas Portal.

User 3 User 3 is an employee of user3 and has the authority to perform the relevant activities in the Fgas Portal which shall be legally binding on user3

I confirm that the information submitted in the electronic form is correct.

In case the information presented in the electronic form should change, I declare that we will ensure it is updated in the Fgas Portal as soon as these changes occur.

I confirm that I have the authority to make legally binding statements on behalf of user3  
(VAT:BE123456789)

|                 |  |   |
|-----------------|--|---|
| <div>Date</div> | <div>Have the statement<br/>signed and dated.</div> <div>Scan and upload the<br/>document.</div> | <div>Signature</div> <div>user3 user3</div> |
|-----------------|--|---|

QUESTIONS:

BUSINESS SPECIFICATIONS:

Please answer the following questions.

ARE YOU A PRODUCER/IMPORTER OF HFCS \*

☐ Yes

☐ No

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☐ Yes

☐ No

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☐ Yes

☐ No

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☐ Yes

☐ No

ARE YOU AN EXPORTER OF HFCS \*

☐ Yes

☐ No

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

☐ Yes

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DOWNLOAD STATEMENT

DOWNLOAD

UPLOAD THE SIGNED STATEMENT

No file selected

BROWSE

UPLOAD

Complete and sign the registration form and upload it here.

## QUESTIONS:

### BUSINESS SPECIFICATIONS:

Please answer the following questions.

ARE YOU A PRODUCER/IMPORTER OF HFCS \*

☐ Yes

☐ No

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

☐ Yes

☐ No

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☐ Yes

☐ No

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DOWNLOAD STATEMENT

[DOWNLOAD](#)

UPLOAD THE SIGNED STATEMENT

No file selected

[BROWSE](#)

[UPLOAD](#)

File uploaded : 10426552\_1467061070234766\_1687142501006630626\_n.jpg

[UNDO](#)

[SUBMIT](#)

[SAVE](#)

Once you have filled out everything and uploaded the statement, please submit.