

Account opening guide in the Portuguese Emissions Trading Registry in the Union Registry

Summary

Opening an account in RPLE in the Union Registry requires the nomination by the account holder of two authorized representatives and one additional authorized representative.

The authorized representatives and the additional authorized representative will have passwords to access the account in RPLE in the Union Registry and they will have an active role in any transaction from that account. These authorized representatives must complete a registration procedure in the registry to request the account opening.

STEP A (carried out by each authorized representative)

1. The future authorized representative goes to RPLE in the Union Registry (<https://ets-registry.webgate.ec.europa.eu/euregistry/PT/index.xhtml>) and creates an ECAS (the European Union Authentication Service) account.
2. Once registered in ECAS, the future representative adds his cell-phone number (https://webgate.ec.europa.eu/cas/login?domain=external&submit=select&loginRequestId=ECAS_LR-1849163-4S41On56Yit2iUA1JWNuzhi2vFt7TfZShFNqnXRSioQ-CDPpTLi1uVzIMEldfszjW-Ej0KX9OGr9CuJgtFjeaNIW).
3. The future authorized representative goes back to RPLE in the Union Registry (<https://ets-registry.webgate.ec.europa.eu/euregistry/PT/index.xhtml>), logs in and fills in his personal details. He then gets an URID (User ID, PTXXXXXX).

STEP B (carried out by one of the authorized representatives)

1. One of the future authorized representatives logs in to RPLE (<https://ets-registry.webgate.ec.europa.eu/euregistry/PT/index.xhtml>), on behalf of the account holder, and requests an account opening. He fills in the account holder details, the details of the future authorized representatives, including their URIDs and also the aircraft operator details. The name requested in the initial account opening details screen and in the account holder information must be the same and identical to the name in the Monitoring Plan.
Note: When you are asked if you want to add an authorized representative, you should choose “No”. When you are asked if you want to add an additional authorized representative, you should choose “Yes” and fill the details of your additional authorized representative.
2. The future authorized representative writes down the ID of the account opening request (for future reference) and receives an email with the application (pdf file).
3. The account holder sends the application and all the documentation requested in the Annex of the application to APA:

APA – Agência Portuguesa do Ambiente
Departamento de Alterações Climáticas, Ar e Ruído
Rua da Murgueira, 9/9-A
Zambujal
Apartado 7587
2611-865 Amadora
Portugal

STEP C (carried out by the Competent Authority / National Administrator)

1. The Competent Authority / National Administrator (APA) reviews the application and all the documentation and approves or rejects the account opening request.
2. If approved and after the confirmation of payment of the fee (published in the Public Documentation of the RPLE site (<https://rple.pt>)), the Competent Authority / National Administrator requests the registry manager to send, by mail, to each representative, the enrolment key.

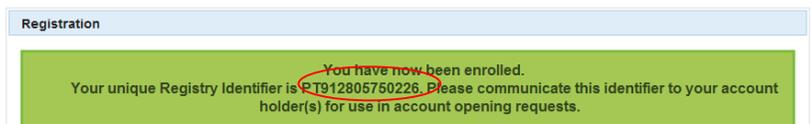
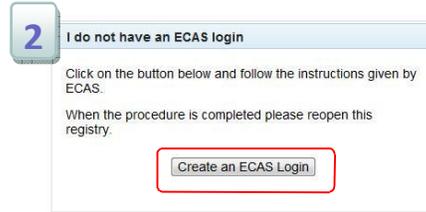
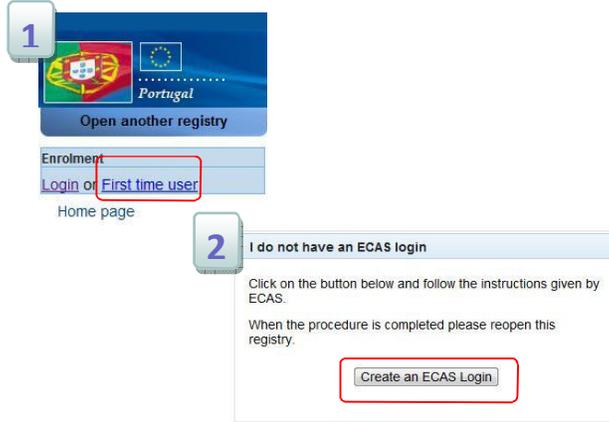
STEP D (carried out by each authorized representative)

1. Each authorized representative logs in to RPLE in the Union Registry and inserts the enrolment key. The authorized representative has now access to the account.

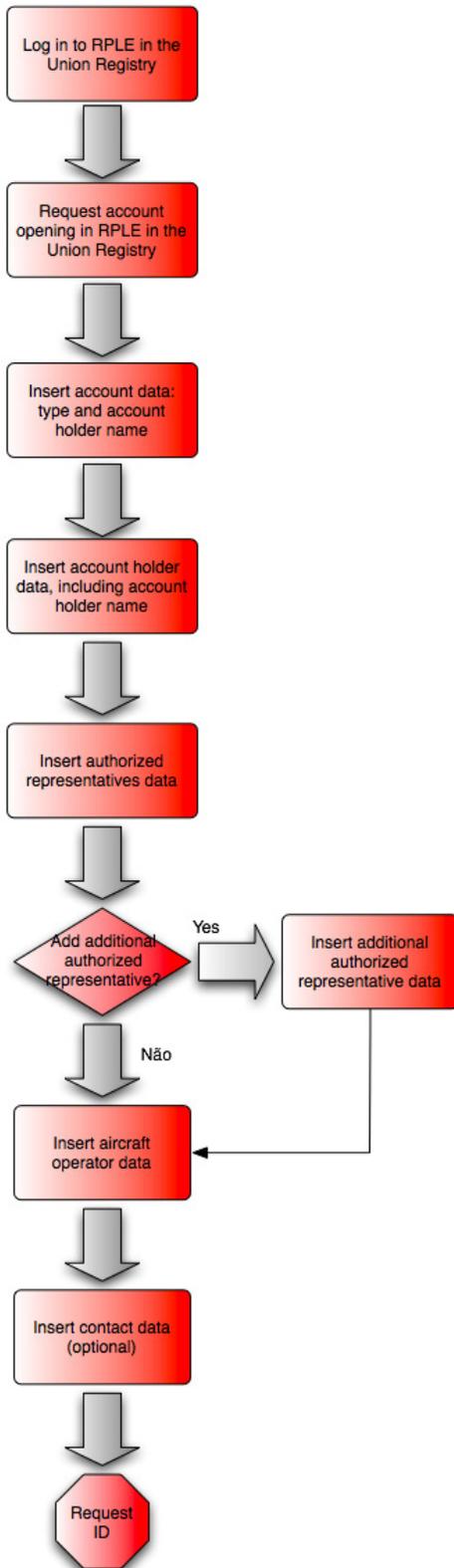
Diagrams



STEP A

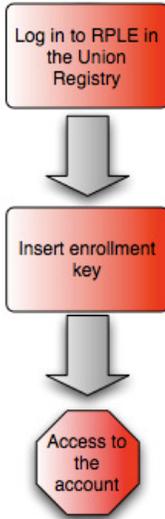


STEP B



The screenshot shows the 'Account Opening' process in a web application. It starts with a header for 'Portugal' and an 'Open another registry' button. The main navigation includes 'Enrolment' (with 'Login or First time user' highlighted), 'Accounts', and 'Account Request'. The 'Account Opening Account Details' section includes fields for 'Type' (dropdown), 'Name', and buttons for 'Cancel' and 'Next'. The 'Account Opening Account Holder Information' section has radio buttons for 'Person' and 'Company', with 'Company' selected. It includes fields for 'Name', 'Country' (dropdown), 'Region Or State', 'City', 'Postcode', 'Address Line 1', 'Address Line 2', 'Telephone 1', 'Telephone 2', and 'E-mail Address'. The 'Account Opening - Authorized Representative 1 Information' section has fields for 'URID', 'Company Name', 'Company Department', 'Job Title', 'Country' (dropdown), 'Region Or State', 'City', 'Postcode', 'Address Line 1', 'Address Line 2', 'Telephone 1', 'Telephone 2', and 'E-mail Address'. The 'Account Opening - Additional Authorized Representatives' section asks 'You can still add 10 additional authorized representatives to your account. Do you wish to add another additional authorized representative to your account?' with radio buttons for 'Yes' and 'No'. The 'Account Opening - Aircraft Operator Information' section has fields for 'Unique Code under Commission Regulation 748/2009', 'Call Sign', 'Monitoring Plan Id', 'Monitoring Plan First Year Of Applicability', and 'First Year Of Verification'. The final 'Abertura de conta' section displays a green message: 'Your account opening request has been recorded with identifier 10222. The request has been submitted for approval. Please provide this identifier in the documentation of your account opening request and keep it for further reference if you need to contact your registry administrator concerning this request.'

STEP D



Enrolment

URID:PT []

Enter your enrolment key

Enrolment key entry

Enter the enrolment key that you have received from your registry administrator to fully activate your access to the registry.

Please note that you will receive this key only after the validation of your personal details when you become representant of an account for the first time.

[] - [] - [] - [] - []

Introdução da chave de inscrição

Your access to the registry has been activated.

Logged in as nifloife | [logout](#) | [About this site](#) | [Contact](#) | [Legal notice](#) | [English](#)



European Commission
Climate Action
 Energy for a Changing World

[Open another registry](#)

Enrolment

URID:PT []

[Un-enrol](#)

[Edit your personal details](#)

Home page

Accounts

Accounts

Account Request

Transactions

Mandatory Fields

[Help](#)

Account Search Criteria

ID [] Name [] Status Period

Type Group

Account Search Results

Page 1 of 1 (3 rows found) 10

Number	Name	Type	Period	Group	Balance	Status	Actions
EU-100-10068-0-34	Operador aeronave 1	Aircraft operator holding account	0	PT	1000	Blocked	View Details
EU-100-10105-0-43	Teste XPTO	Aircraft operator holding account	0	PT	0	Blocked	View Details
EU-100-10142-0-52	Operador XPTO	Aircraft operator holding account	0	PT	0	Blocked	View Details

Page 1 of 1 (3 rows found) 10