TRACES NT

New User Registration Process (Operator)
Business User
Go to the TRACES NT Website

https://webgate.ec.europa.eu/tracesnt
Sign up for TRACES NT
Create an account

Thank you for registering, you will receive an e-mail allowing you to complete the registration process.
Your password
Authentication Service [automated-notifications@nomail.ece.europa.eu]

Sent: 
To: 

Dear

You have been registered in EU Login.

Your email address is .

To create your password, follow the link below:

this link

You have a maximum of 24 hr, starting from the time that this message was sent, to create your password, but you are encouraged to do so immediately if possible. After this time, you can make another request by following the same link: you will then need to re-enter your username and confirm your request.

If the above link does not work, you can copy the following address (make sure the complete address is copied!) and paste it into your browser's address bar:
https://webgate.ec.europa.eu/cas/init/initialisePasswordLogin.cgi?
wavf.domain=external&wavf.remember=checked&wavf.submit=Select&uid=n0031d34&resetCode=fbELcj7I9t0GVPJxsAAwHBJuhNPUxaiCzvIKi0DkA

Instead of replying to this message, if you have a problem, please follow the help or contact information on the site where you were trying to register.

Note that it may take up to 5 minutes after reception of this mail before the above-mentioned site will recognize your registration.

Sent to you by EU Login
New password

Please choose your new password.

n0031d34
(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: GFWMtJ4 6VClnSSq2a nQRPh1q1

[Generate other sample passwords]
Your EU Login password was successfully changed.

Proceed
EU Login
One account, many EU services

Successful login

You are now logged in to EU Login.

To stop the automatic single sign-on, click Logout or close all browser windows.
Next Steps

• Log out of EU Login Page

• Open TNT website again at
  https://webgate.ec.europa.eu/tracesnt

• Click on “Log Into Traces” (see next slide)
TRACES Log In

Please log in through the EU Login by clicking on the button below and follow instructions.

Log into Traces

If you cannot remember your password, you can Reset your password on EU Login.

Do not have an account?
Sign up for Traces. Your request will be transferred to the Traces support.

How to create an EU Login account?
With your registered email address displayed, enter your newly created password
Procedural steps for:

“Operator” (Business) User
<table>
<thead>
<tr>
<th>Role</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operator</td>
<td>Economic operators such as <strong>particular businesses, stores, non-profit organisations...</strong></td>
</tr>
<tr>
<td>Authority</td>
<td>Competent authority such as <strong>Customs offices, Veterinary authorities, central competent authorities, phytosanitary authorities</strong>, etc.</td>
</tr>
<tr>
<td>Other body</td>
<td>Other bodies such as translators, country administrators, customs systems (at national level)...</td>
</tr>
</tbody>
</table>

Need help to find out which kind of organisation you belong to?
• Example: ‘Responsible for the load’
Example: Search all ‘Responsible for the Load’ in Ireland or
Search under the specific Company Name
A list of business names and addresses will appear here.
Following Request for Authorisation

**Operator (Business User) request:**

a) If this is the first user request to be linked to an Operator, then the Authority (e.g. Border Control Post) will grant authorisation.

b) If this is the second or subsequent user request to be linked to the same Operator, then the first authorised user linked to that Operator authorises all additional request(s) themselves.