Info-Mail from 1. June 2024

Dear Sir or Madam,

the **invitation link to the live version of the Union Database (UDB)** was sent today to the person in your company registered in the REDcert database under '1st contact person'. Please note, that the following e-mail address appears as sender: DIGIT-CNS-ACC@ec.europa.eu.

To use your personal e-mail address, please follow the instructions in the step-by-step instruction published on our website starting on page 8. In addition, your e-mail address must be verified by registering an EU login account so that you can open the invitation link sent today.

If your VAT-ID is correct in the REDcert database (format and type as specified by the UDB, see below), we have linked a valid certificate to your account in the UDB and also linked the operating sites based on the information stored in the REDcert database. In order to avoid technical difficulties with the UDB, we would like to ask you to regularly check and maintain your data in the REDcert database to ensure that it is up-to-date, complete and correct. Thank you very much!

NTR-ID:

The so-called NTR-ID is a national, unique identifier for identifying your company in the UDB. In the REDcert scheme, this means that you use your VAT-ID as the identifier in the UDB. We have already transferred this to the UDB for you based on the REDcert database. If the VAT-ID is not correct (see specifications in table), please correct it immediately in your user account in the REDcert database!

Before you enter initial stock levels in the UDB or carry out transactions, your VAT-ID must be entered correctly according to the following specifications! Since the beginning of April, it is no longer possible to change a commercial register number in the UDB to a VAT-ID (as required by REDcert). If you have not entered a VAT-ID, we cannot assign you a valid certificate and your UDB account **is therefore unusable.**

Identifier type	VAT-ID	Example
(identifier that is expected in the UDB)	(ID required in the UDB with length: 9 digits)	of a (complete and unique) required ID
DE_VAT_CD	DE123456789	DE_VAT_CDDE123456789

You can find more information in the following video: Create Sourcing Contact with or without NTR ID.

For first authors/collectors/group managers, it is now possible to create sourcing contacts with a valid IACS number or tax number.

Set up an interface to the UDB:

Here you will find further information on how to set up an interface to the UDB, e.g. to be able to import transactions automatically in future.

Are you unsure about the implementation of a work step in the UDB?

➢ You are welcome to use the acceptance version of the UDB to validate a process with test data. Here you get direct access to the acceptance (test) version of the UDB.

➢ Here you will find a comprehensive question and answer sheet on the UDB.

➢ All demo videos on how to use the UDB can be found here.

Further explanations on how to create procurement sources (if you are certified as a first author/collector or group manager) can be found in the following video "Create point of origin buyer trade".

In addition to this communication, please read the latest information on your tasks and obligations in the Union Database (UDB) dated 8th of December 2023 and 18th of December 2023.

The initial stock levels should be stored from a self-selected date, as this initiates the personal start in the UDB. So if you retroactively report an initial stock level, the transactions must also be recorded from this date.

We would like to take this opportunity to apologize for the fact, that we have been unable to respond consistently to the numerous enquiries about the UDB due to the increased workload.

Technical errors in the database with regard to the user interface should be addressed to EC-UNION-DB@ec.europa.eu. Thank you very much!

Yours sincerely

Your REDcert team