

Info-Mail of 4th of October 2024

Union Database (UDB) – Manage buyers

Dear ladies and gentlemen,

we would like to remind you once again that your certified buyer contacts must be entered in the Union Database (UDB) by the end of 2024. This applies to all REDcert-EU participants. With the function for managing buyers in the Union Database (UDB), you ensure that your supply relationships are stored as contacts in the UDB and can be selected at a later date (e.g. for transactions). This function is available for every UDB user under the 'ORGANISATION' -> 'Manage Buyers' tab.

[Bulk upload buyers](#)

[Download bulk upload buyers template](#)

The certified buyer contacts can be stored there via collective upload. The background to this is that you can only select these contacts for transactions. Other economic operators in the UDB cannot otherwise be selected or are not visible to you.

When do transactions have to be entered in the UDB?

Transactions should only be managed when

- the identification number (VAT ID) of the company is unique and correct.
- the buyers have been entered.
- the initial stock levels at time x are stored. No initial stock levels need to be reported for retailers without a warehouse.
- you have decided whether you want to create the transactions manually/individually or via eDelivery in the UDB.

How can transactions be stored in the UDB?

Transactions can be stored in the UDB manually/individually or via eDelivery. If you want to import the transactions automatically into the UDB, you should use eDelivery and get access to the UDB via Access Point Provider.



If you have any questions about the UDB, you can send an e-mail to the UDB team at EC-UNION-DB@ec.europa.eu and contact us (udb@redcert.de). Please understand that it may take some time to process your e-mail.

Thank you very much!

Your REDcert Team