



EUROPEAN COMMISSION
DIRECTORATE-GENERAL
CLIMATE ACTION

Directorate C – Innovation for a Low-Carbon, Resilient Economy
**CLIMA.C.1 – Low Carbon Solutions (I): Montreal Protocol,
Clean Cooling & Heating, Digital Transition**

GUIDELINES FOR EU UNDERTAKINGS ON HOW TO REGISTER IN THE F-GAS PORTAL

These guidelines are targeted to EU undertakings intending to register in the [F-gas Portal](#). They do not list all legal requirements for registration but focus on the most important rules, useful remarks based on our experience, a step-by-step guide, explanations on the various business specifications and some information on the menus in the F-gas Portal.

Specific guidelines for non-EU undertakings (coming soon) and [independent auditors](#) on how to register in the F-gas Portal are available.

The legal basis for the F-gas Portal is Article 20 of [Regulation \(EU\) 2024/573](#) (the F-gas Regulation). The [Implementing Regulation \(EU\) 2024/2473](#) defines inter alia the requirements for registration, the obligation to keep the registration up to date, the processing of personal data and the legal grounds for the Commission to refuse a registration request and suspend and cancel a registration.

In addition to a valid registration in the F-gas Portal, you may have other obligations under the F-gas Regulation. The main ones are listed on our webpage '[Stakeholder obligations](#)'.

For importers and exporters, a valid registration in the F-gas Portal constitutes an import and/or export license under the F-gas Regulation.

Getting more information:

[The F-gas Portal - Why, Who, How](#)

[Glossary](#)

[FAQs e.g. on registration, quota, authorisations](#)

Who needs to register in the F-gas Portal

- Importers and exporters of bulk (containers, cylinders) F-gases listed in Annex I, II and III to the F-gas Regulation, unless they only keep F-gases under the custom procedure “temporary storage”.
- Importers and exporters of products, like metered dose inhalers, and equipment, like refrigeration/ air-conditioning (incl. in automotives)/ heat pumps, containing F-gases listed in Annex I, II and III to the F-gas Regulation, unless they only keep products and equipment under the custom procedure “temporary storage”.
- EU producers of F-gases listed in Annex I, II and III to the F-gas Regulation
- Undertakings, which supply or receive hydrofluorocarbons (HFCs) for the following purposes (i) destruction (ii) use as feedstock in chemical production (iii) direct export (iv) use in military equipment (v) using it for the etching of semiconductor material or the cleaning of chemicals vapour deposition chambers within the semiconductor manufacturing sector.
- Undertakings in receipt of HFCs for the production of metered dose inhalers
- Undertakings reclaiming or destroying F-gases listed in Annex I, II or III to the F-gas Regulation.
- Undertakings using F-gases listed in Annex I of the F-gas Regulation as feedstock in chemical production.
- Undertakings with following activities: submitting a quota declaration, receiving quota, making or receiving a quota transfer

Important rules for registration in the F-gas Portal

1. Physical business establishment

- You must provide a physical address of your permanent business establishment. This is defined as a fixed place of business where both the necessary human and technical resources are permanently present and through which a person's customs-related operations are wholly or partially carried out. ([Regulation \(EU\) No 952/2013, Article 5\(32\)](#)).

2. One undertaking per physical address

- Each physical address can only host one registered undertaking ([Article 18\(3\) of the F-gas Regulation](#)).

3. Common ownership and quota allocations

- Undertakings with the same beneficial owner are treated as a single entity for quota declarations, quota allocations, and reference values.
- The first registered undertaking in the F-gas Portal (unless specified otherwise by the owner) is the only one entitled to a reference value and quota allocation ([Article 18\(3\) of the F-gas Regulation](#)).

4. F-gas Portal ID number

- Only valid registrations will receive an F-gas Portal ID number in the PROFILE menu under "organisation details."

- If the registration is in draft, revision, or request status, the undertaking does not have a valid registration, and an F-gas Portal ID will not be available.
- The Commission may request proof to support the indicated data and information.

How to speed up the registration process

To avoid delays in the registration process, please ensure that you:

- Read and follow these guidelines carefully and respect the rules.
- Fill in all fields in the registration forms completely and accurately.
- Use an individual professional e-mail address already in your EU login (e.g., firstname.lastname@companyname.xx). Functional mailboxes (e.g., info@, companyname@) are not accepted in the F-gas Portal.
- The EU Login account must be registered under a person's name, not the undertaking's name.
- Ensure that the VAT number and EORI number are correctly indicated.
- The address indicated under "organisation details" must match the address (i) in the EORI database (ii) the VAT database and (iii) on the financial identification form.
- Download the registration form statement from the F-gas Portal and ensure it is signed and dated by an authorised person within the undertaking.
- The account manager must upload the signed registration form via their main EU Login account.
- Submit either a recent bank account statement no older than 3 months or a completed financial identification form, which is downloadable from the F-gas Portal during the registration process:
 - The bank account must be held in the EU.
 - The bank account holder's details must match the undertaking's details in the F-gas Portal, VAT, and EORI databases.
 - If you choose to complete the financial identification form: it must be signed and stamped by the bank as well as dated and signed by the bank account holder.

Failure to comply with these requirements may result in the registration request being returned, delaying the process, or ultimately being rejected.

The Commission aims to process registration requests within 10 working days, but this may take longer during peak periods. Please refrain from sending e-mail reminders, including e-mails to other Commission mailboxes, as they slow down the processing of registrations for you and everybody else.

Step-by-step registration guide for the F-gas Portal

Step 1: Create your EU Login

Visit the [European Commission login page](#) to create an EU login account.

Note:

(i) For subsequent registration in the F-gas Portal, this EU login must contain the first and last name of a person.

(ii) Furthermore, as e-mail address functional mailboxes, like info@, companyname@, home@, are, in principle, not accepted as primary e-mail addresses. Only individual e-mail addresses with a clear link to the undertaking, if available, are, for example, [firstname.lastname@companyname.xx](#).

Step 2: Log in to the F-gas Portal

Access the [F-gas Portal](#) directly with your new EU credentials and check whether your undertaking is registered by indicating the VAT number, then tick on CHECK.

Should the system show you that the VAT/ undertaking is already registered, please ask via e-mail to CLIMA-HFC-Registry@ec.europa.eu, who the account manager of the account in the F-gas Portal is. This person can add you as a user to the existing registration. Should the VAT/ undertaking not be registered yet, please continue with the registration process.

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.

<p>ARE YOU REPRESENTING A COMPANY?</p> <p>PROVIDE THE VAT NUMBER OF YOUR UNDERTAKING (ONLY FOR EU COMPANIES, FOR NON-EU COMPANIES USE LINK BELOW). (What is a VAT number?)</p> <input type="text"/> <input type="button" value="CHECK"/>	<p>ARE YOU REPRESENTING A CUSTOMS AUTHORITY?</p> <p>PROVIDE THE REFERENCE NUMBER OF YOUR CUSTOMS AUTHORITY </p> <input type="text"/> <input type="button" value="CHECK"/>
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If you are a non EU company [register here](#).

If you are an Auditor submit your form [here](#).

Step 3: Read the pop-up window and confirm that you are sure you want to register

Note that if you want to register to obtain quota, a new declaration to obtain quota can only be submitted in 2027 for quota allocation for the years 2028-2030. In addition, quota allocation is no longer for free. From 2025, the quota allocation for 2026 and onwards is subject to a quota allocation price of EUR 3 per tonne of CO2 equivalent.

CREATE A REGISTRATION

If you intend to register as BULK HFC importer using the customs procedure "release for free circulation", please note that the next opportunity to submit a quota declaration will be in 2027. Starting in 2026, the quota will cost 3 euros per tonne of CO2eq (see Article 17(3)(5) of Regulation (EU) 2024/573). Please confirm whether you wish to continue with the registration.

Step 4: Complete the registration form

Add the undertaking's name and select the country.

Add the undertaking's name with the legal form and select the country where it has its permanent business establishment. Please ensure that the spelling of the undertaking's name corresponds to the spelling in the [VAT database](#) and [EORI database](#) as well as on the financial identification form (see below).

Click on SAVE AND CONTINUE.

NAME, COUNTRY:

ORGANISATION NAME (AND LEGAL FORM) *

COUNTRY *

SAVE AND CONTINUE

Choose the applicable business specifications.

All available business specifications are displayed in the screenshot below. You have to select YES or NO for each one. In case you clicked "YES" to any question, more detailed choices for selection will appear. For more information about the different business specifications, please consult the section "Business Specifications".

Click on SAVE AND CONTINUE.

BUSINESS SPECIFICATIONS:

Please answer the following questions

<p>ARE YOU A PRODUCER / IMPORTER / EXPORTER OF HFCs IN BULK? *</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p><input type="checkbox"/> Importer using the customs procedure "release for free circulation" or producer</p> <p><input type="checkbox"/> Importer using other customs procedures</p> <p><input type="checkbox"/> Exporter</p>	<p>ARE YOU AN UNDERTAKING IN RECEIPT OF EXEMPTED HFCs OR OF HFCs FOR MDI PRODUCTION? *</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p><input type="checkbox"/> HFCs imported for destruction</p> <p><input type="checkbox"/> HFCs for use in feedstock applications</p> <p><input type="checkbox"/> HFCs for direct export as bulk gases</p> <p><input type="checkbox"/> HFCs for use in military equipment</p> <p><input type="checkbox"/> HFCs for the etching of semiconductor material or the cleaning of chemicals vapour deposition chambers within the semiconductor manufacturing sector</p> <p><input type="checkbox"/> HFCs for producing MDIs for the delivery of pharmaceutical ingredients</p>
<p>ARE YOU A PRODUCER / IMPORTER / EXPORTER OF OTHER FLUORINATED GREENHOUSE GASES (NON-HFCs) IN BULK LISTED IN ANNEX I, II OR III? *</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>	<p>ARE YOU AN UNDERTAKING DESTROYING FLUORINATED GREENHOUSE GASES LISTED IN ANNEX I, II OR III? *</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>ARE YOU IMPORTING ANY OF THE FOLLOWING PRODUCTS OR TYPES OF EQUIPMENT (INCLUDING IN AUTOMOTIVES E.G. CARS) CONTAINING FLUORINATED GREENHOUSE GASES LISTED IN ANNEX I, II OR III? *</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p><input type="checkbox"/> Refrigeration, air-conditioning (including in automobiles e.g. cars), heat pump equipment or metered dose inhalers containing HFCs as listed in section 1 of Annex I</p> <p><input type="checkbox"/> Automotives (e.g. cars) with R1234yf, other products and equipment</p>	<p>ARE YOU AN UNDERTAKING RECLAIMING FLUORINATED GREENHOUSE GASES LISTED IN ANNEX I, II OR III? *</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>ARE YOU EXPORTING PRODUCTS AND EQUIPMENT (INCLUDING IN AUTOMOTIVES E.G. CARS) CONTAINING FLUORINATED GREENHOUSE GASES LISTED IN ANNEX I, II OR III? *</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>	<p>ARE YOU AN UNDERTAKING USING FLUORINATED GREENHOUSE GASES LISTED IN ANNEX I, II OR III AS FEEDSTOCK? *</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>ARE YOU MANAGING AUTHORISATIONS FOR IMPORTERS OF REFRIGERATION, AIR-CONDITIONING, HEAT PUMP EQUIPMENT OR METERED DOSE INHALERS CONTAINING HFCs? *</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>	

Should you change your business specifications after your registration has been approved, the Commission will be notified and might request further information from you.

Consent

Suppose you selected being an importer of bulk HFCs for "release for free circulation". In that case, you can consent to be included in a list of quota holders in the F-gas Portal so that other registered companies seeking quota or quota authorisations can contact you. In this case, tick the displayed box.

CONSENT

Do you agree that your company name is included in a list of potential quota holders which is displayed in the Fgas Portal and visible to other registered companies? (N.B.: Other registered companies would thus be able to contact you by clicking on your company name. This enables you to get in touch with companies seeking e.g. quota authorisations or quota transfers.)

Suppose you selected being an importer of equipment and products containing HFCs. In that case, you can consent to be included in a list of undertakings in the F-gas Portal seeking quota authorisations. Other companies which would like to sell it to you can contact you. In this case, tick the displayed box.

CONSENT	
<input type="checkbox"/>	Do you agree that your company name is included in a list of companies seeking authorisations which is displayed in the Fgas Portal and visible to other registered companies? (N.B.: Other Companies would thus be able to contact you by clicking on your company name. This enables you to get in touch with e.g. companies holding quota)

You can revoke your consent yourself anytime by unchecking the box.

Click on SAVE AND CONTINUE.

Add the details of the undertaking

Address: You must provide a physical address of your permanent business establishment. This is defined as the fixed place of business, where both the necessary human and technical resources are permanently present and through which a person's customs-related operations are wholly or partially carried out. The Commission may request proof hereof.

Each physical address can be registered to only one undertaking.

Ensure that the indicated address corresponds to the address (i) in the VAT database, see below (ii) the EORI database, see below (iii) on the financial identification form.

VAT number: Should correspond to the indicated country. Please double-check in the [VAT database](#) that the VAT number is listed as valid. If listed as 'invalid' or 'invalid for cross-border interactions within the EU', double-check that you have added the correct VAT. If so, consult your national authorities on that issue. Only submit your registration once the VAT is listed as valid in the database; otherwise, the Commission will return your registration request.

Should you update the VAT after you already downloaded the registration form statement, you will have to download the registration form statement, complete and upload it again, as the VAT number is automatically taken from the VAT field.

Each VAT can only be registered once in the F-gas Portal.

Ensure that the undertaking's address in the [VAT database](#) corresponds to the address (i) in the [EORI database](#) (ii) under 'organisation details' (iii) on the 'financial identification form'.

EORI: Please double-check its validity in the [EORI database](#). If listed as 'invalid', see whether you have added the correct EORI. If invalid, consult your national authorities on that issue. Only submit your registration once the EORI is listed as valid in the database; otherwise, the Commission will return your registration request. Please note that with an invalid EORI, your goods would be blocked at customs.

Each EORI can only be registered once in the F-gas Portal.

Ensure that the undertaking's address in the [EORI database](#) corresponds to the address (i) in the [VAT database](#) (ii) under 'organisation details' (iii) on the 'financial identification form'.

Click on SAVE AND CONTINUE.

ORGANISATION DETAILS:			
TELEPHONE *	WEBSITE		
You must provide a physical address where the undertaking is located and from where it conducts its business. Only one undertaking shall be registered under the same physical address.			
STREET *	NUMBER	POSTAL CODE	CITY *
VAT NUMBER *	EORI NUMBER *		
<small><input type="checkbox"/> Check if your EU VAT number is valid or check with your Member State authority</small>			

Contact details of the main contact person and user (account manager)

The **account manager** must be an employee or beneficial owner of the registered undertaking and authorised to perform all activities in the F-gas Portal on behalf of the undertaking. Confirm both by ticking the two related boxes. This is a prerequisite to continue the registration process. If you do not fulfil these criteria, the undertaking must appoint another account manager. Later, the account manager can add you as an additional user.

Name: The first name, last name and e-mail address are taken automatically from your EU Login account. If you want to change them, please consult step 1. They must correspond to a person; an undertaking's name under first and/or last name is not allowed.

If you change the first and last name in your EU login after downloading the registration form statement, please download, complete and upload it again, as your name is taken automatically from your EU login.

E-mail: Functional mailboxes, like info@, companyname@, home@, are, in principle, not accepted as primary e-mail addresses. Only individual e-mail addresses with a clear link to the undertaking, if available, are, for example, firstname.lastname@companyname.xx.

Changing e-mail address: You must change it in your EU login; please consult step 1. Afterwards, log into the F-gas Portal with your new e-mail address. No matter whether you have already uploaded the completed registration form statement, you have to download it again via your new e-mail address, complete it and upload it again by still being logged in with your new e-mail address. The system will recognise the new e-mail address as the main one.

Other users and e-mail addresses: You can add other users to the registration once the Commission has validated the registration request (click EDIT in the lower right corner first). The secondary e-mail addresses can be functional mailboxes. You can also add users even if they are not employees or beneficial owners of the undertaking.

Click on SAVE AND CONTINUE.

CONTACT PERSON:		
FIRST NAME User1	LAST NAME User1	E-MAIL user1@mock.ec.europa.eu
<small>The name and email are taken from your EU Login account. If incorrect, then click here to go to EU Login.</small>		<small>Please note that functional mailboxes are not allowed. The provided e-mail address must be individual, meaning only the registered person has access to it, and be used for professional purposes. It should contain a clear link to the undertaking intending to register.</small>
<input checked="" type="checkbox"/> I am either an employee or a beneficial owner of the registered undertaking		
<input checked="" type="checkbox"/> Furthermore, I have the authority to perform all obligations and relevant activities related to the registry on behalf of the registered undertaking such that they become legally binding		

Add the name and function of the authorising person

This is an employee or beneficial owner of the undertaking who authorised you to register the undertaking and become the account manager. This person must have the authority to make legally binding statements on behalf of the undertaking. It could be a director, for example. This person will automatically appear as the signer on the registration form statement.

Click on SAVE AND CONTINUE.

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 is a beneficial owner or an employee of the organisation and 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 *

Complete and upload the registration form statement

1. Download the blank registration form statement by clicking the relevant download button.
2. Do not change or remove the template's text but ensure everything is correct.
3. The first and last name of the account manager are automatically taken from their EU login. The VAT number is also taken from the information you provided previously in the VAT field.
4. Print it on headed paper.
5. Have it dated and signed by the authorised person within your undertaking whose name and function you indicated in the previous fields in the F-gas Portal.
6. Upload the completed registration form statement as a scan or photo by clicking "CHOOSE FILE".

Click on SAVE AND CONTINUE.

REGISTRATION FORM 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.
If you make changes to your registration, please check whether this also requires an update of the registration form statement. Please note that you are obliged to keep all information and forms up-to-date.

For the following changes, you have to update the registration form statement afterwards: name and e-mail address in the EU login of the account manager, new account manager, undertaking's name, VAT number, and new authorising person, who signs the registration form statement.

Either complete and upload the financial identification form or upload a bank statement

This is a part of verifying the legal existence of the undertaking requesting registration to ensure the integrity of the information provided. There will be no further use of the data.

You have two options:

1. Either submit a completed financial identification form downloadable from the F-gas Portal (see the steps below)
or
2. upload a recent bank account statement of the undertaking no older than 3 months containing the undertaking's name, full address and bank account number. Then you don't need to download and complete the financial identification form.

If you choose to submit the completed financial identification form:

1. Download the blank financial identification form by clicking on the relevant download button.

FINANCIAL IDENTIFICATION FORM

Please download the financial identification form. (1) Complete the form, have it dated and signed by the account holder. (2) A representative of your bank has to sign and stamp it OR you attach a bank statement, which is not older than 3 month. (3) Then please upload the completed form (incl. the bank statement).
Note: In case of non-EU companies this form needs to be completed by the OR and signed by an EU-based bank.

[DOWNLOAD BLANK FINANCIAL ID FORM](#)

UPLOAD FINANCIAL ID FORM *
No file selected [CHOOSE FILE](#)

[DISCARD](#) [SAVE AND CONTINUE](#)

2. Complete all fields. The bank account holder should be the undertaking. The indicated address should correspond to the address in the "organisation details" section in the VAT and EORI databases. If this is not the case, please align.
3. The account holder must sign and date the form (screenshot below, right box).
4. The bank must sign and stamp the form (screenshot below, left box).

Click on **SAVE AND CONTINUE**.

BANK STAMP + SIGNATURE OF BANK REPRESENTATIVE ⑤

DATE (Obligatory)

SIGNATURE OF ACCOUNT HOLDER (Obligatory)

Step 5: Double-check your entries and **SUBMIT** your registration request once it is complete and accurate

If all is complete and accurate: Click on **SUBMIT** in the lower right corner.

[DISCARD](#) [SUBMIT](#)

In the pop-up window confirm that you want to submit it.

SUBMIT YOUR REGISTRATION

Please confirm that you wish to submit the registration request to DG CLIMA.
Once submitted you will not be able to edit the registration until it has been reviewed by DG CLIMA.

[OK](#) [NO](#)

If you submitted your registration request successfully, the status of your registration will turn into REQUESTED, and the following message will appear:

THIS IS TO CONFIRM THAT YOUR REGISTRATION FORM HAS BEEN SUBMITTED TO THE EUROPEAN COMMISSION. THE PROCESS OF REGISTERING YOUR ORGANISATION HAS BEEN INITIATED. YOU WILL RECEIVE AN E-MAIL NOTIFICATION WHEN PROCESSING IS COMPLETED.

Status	Submission date
REQUESTED	09/02/2025

PROFILE OF TESTUNDERTAKING LTD

Step 6: Commission review

The Commission aims to process registration requests within 10 working days, but this may take longer during peak periods. Please refrain from sending e-mail reminders, including e-mails to other Commission mailboxes, as they slow down the processing of registrations for you and everyone else.

Step 7: Feedback and corrections

If the Commission has validated the registration request:

- A confirmation will be sent to the indicated contact person's e-mail address.

If the registration request requires further input from your side:

- The Commission will provide details and return the registration request to the indicated contact person. This person will be notified by e-mail.
- Log into the F-gas Portal to consult the details of why the registrations has been returned to you.
- Address all the stated issues.
- Re-submit the registration request.

F-gas Portal ID number

Once the status of your undertaking's registration in the F-gas Portal is 'valid' you can consult the F-gas Portal ID number in the PROFILE menu, section "organisation details". If the registration is in draft, revision, or requested status, the undertaking does not have a valid registration, and an F-gas Portal ID will not be available.

Download import/ export license

Once the undertaking's registration status in the F-gas Portal is 'valid' registered importers/ producers and/ or exporters can download it by clicking IMPORT/ EXPORT LICENSE in the upper right corner. Your undertaking does not hold an import and/or export license in all other registration statuses, like draft, revision or requested.

Business specifications in the F-gas Portal

Bulk versus equipment/ products

In the context of the F-gas Portal, **bulk** gases refer to fluorinated gases that are stored in containers and cylinders, as opposed to being **pre-charged in equipment**, such as refrigerators/air-conditioning (incl. in automotives)/ heat pumps, **or other products**.

HFCs and F-gases in Annexes I, II and III

The F-gas Regulation lists different groups of F-gases in Annex I, II and III. Some rules apply to all F-gases others apply only to some of them. In particular, the EU quota system applies only to HFCs in Section 1 of Annex (including any mixtures containing HFCs). Note that “unsaturated HCFCs and HFCs”, also called HFOs, are listed in Annex II and are not covered by the quota system. To check which Annex(es) is/are relevant for you please consult the [Annexes to the F-gas Regulation](#).

Very Important:

- ! Carefully select your correct business specifications during the registration process to ensure that you e.g. are getting the right type of trade license and the relevant notifications from the Commission. Without the correct business specification(s) your goods e.g. will be blocked at customs.
- ! You should pay attention to if your activity concerns:
 - bulk gases and/or products and equipment
 - HFCs or other F-gases.
- ! Please note that several business specifications might apply to your undertaking.

The following information might help you to select the correct business specification(s).

Registrations linked to trade in **products and equipment containing F-gases or HFCs specifically**

Are you importing refrigeration, air-conditioning (including in automotives e.g. cars), heat pump equipment, metered dose inhalers pre-charged with F-gases?

If yes, tick

- (1.) the business specification “Are you importing any of the following products or types of equipment (including in automotives e.g. cars) containing fluorinated greenhouse gases listed in Annex I, II or III”
- (2.) select the correct sub-category:

- For imports of refrigeration, air-conditioning (including in automotives e.g. cars), heat pump equipment pre-charged with HFCs listed in Annex I section I (i.e. not HFOs like R1234yf)
 - ➔ Tick the 1st sub-category “Refrigeration, air-conditioning (including in automotives e.g. cars), heat pump equipment or metered dose inhalers containing HFCs as listed in section 1 of Annex I”
- For imports of automotives, e.g. cars, which have an air-conditioning pre-charged with R1234yf
 - ➔ Tick the 2nd sub-category “Automotives (e.g. cars) with R1234yf, other products and equipment”
- For imports of metered dose inhalers containing HFCs as listed in section 1 of Annex I?
 - ➔ Tick the 1st sub-category “Refrigeration, air-conditioning (including in automotives e.g. cars), heat pump equipment or metered dose inhalers containing HFCs as listed in section 1 of Annex I”
- For imports of other equipment and products than refrigeration, air-conditioning, heat pump equipment, metered dose inhalers pre-charged with F-gases?
 - ➔ Tick the 2nd sub-category “Automotives (e.g. cars) with R1234yf, other products and equipment”

Are you exporting products and equipment like refrigeration, air conditioning (including in automotives e.g. cars), heat pumps, metered dose inhalers pre-charged with F-gases (e.g. HFCs, R1234yf)?

If yes, tick the business specification “Are you exporting products and equipment (including in automotives e.g. cars) containing fluorinated greenhouse gases listed in Annex I, II or III”.

Are you managing authorisations to use quota for importers of refrigeration, air-conditioning, heat pump equipment or metered dose inhalers containing HFCs (i.e. you obtain authorisations from an HFC quota holder and delegate these authorisations to an importer of such goods)?

If yes, tick the business specification “Are you managing authorisations for importers of refrigeration, air-conditioning, heat pump equipment or metered dose inhalers containing HFCs?”

Registrations linked to trade in and production of bulk F-gases or HFCs specifically

Are you importing HFCs in bulk (containers, cylinders)?

If yes, tick

(1.) the business specification “Are you a producer/ importer/ exporter of HFCs in bulk”

(2.) select the correct sub-category:

- If you ‘release for free circulation’ the HFCs
 - ➔ Tick the 1st sub-category “Importer using the customs procedure ‘release for free circulation’ or producer”

- If you use **other customs procedures** than 'release for free circulation', like transit
➔ Tick the 2nd sub-category "Importer using other customs procedures"
- If you **produce HFCs in bulk** within the EU
➔ Tick the 1st sub-category "Importer using the customs procedure 'release for free circulation' or producer"
- If you **export HFCs in bulk** (containers, cylinders) to outside the EU
➔ Tick the 3rd sub-category "Importer using the customs procedure 'release for free circulation' or producer"

Are you importing F-gases other than HFCs in bulk (containers, cylinders) listed in Annex I, II or III to the F-gas Regulation?

Tick the business specification "Are you a producer/ importer/ exporter of other fluorinated greenhouse gases (non-HFCs) in bulk listed in Annex I, II or III"

Are you producing F-gases other than HFCs within the EU listed in Annex I, II or III to the F-gas Regulation?

Tick the business specification "Are you a producer/ importer/ exporter of other fluorinated greenhouse gases (non-HFCs) in bulk listed in Annex I, II or III".

Are you exporting F-gases other than HFCs in bulk (containers, cylinders) listed in Annex I, II or III to the F-gas Regulation?

Tick the business specification "Are you a producer/ importer/ exporter of other fluorinated greenhouse gases (non-HFCs) in bulk listed in Annex I, II or III".

Involved in destruction and reclamation of F-gases

Are you destroying F-gases listed in Annex I, II or III to the F-gas Regulation?

'destruction' means the process of transforming or decomposing, permanently and as completely as possible, a fluorinated greenhouse gas into one or more stable substances that are not fluorinated greenhouse gases.

Tick the business specification "Are you an undertaking destroying fluorinated greenhouse gases listed in Annex I, II or III to the F-gas Regulation".

Are you reclaiming F-gases listed in Annex I, II or III to the F-gas Regulation?

'reclamation' means the reprocessing of a recovered F-gas to the equivalent performance of a virgin substance, taking into account its intended use, in authorised reclamation facilities that have the appropriate equipment and procedures in place to enable the reclamation of such gases and that can assess and attest to the level of the required quality.

Tick the business specification “Are you an undertaking reclaiming fluorinated greenhouse gases listed in Annex I, II or III to the F-gas Regulation”.

User of F-gases as feedstock

Are you using **F-gases** listed in Annex I, II or III to the F-gas Regulation as **feedstock in chemical production**?

'feedstock' means the F-gas undergoes chemical transformation in a process in which it is entirely converted from its original composition and whose emissions are insignificant.

Tick the business specification “Are you an undertaking using fluorinated greenhouse gases listed in Annex I, II or III” as feedstock”.

Other business specifications

Are you in **receipt of bulk HFCs for producing MDIs for the delivery of pharmaceutical ingredients**?

If yes, tick

- (1.) the business specification “Are you an Undertaking in receipt of exempted HFCs or of HFCs for MDI production” **and** then select
- (2.) the 6th subcategory “HFCs for producing MDIs for the delivery of pharmaceutical ingredients”.

Are you in **receipt of bulk HFCs that has been imported for destruction only and is exempted from the HFC quota system**?

If yes, tick

- (1.) the business specification “Are you an Undertaking in receipt of exempted HFCs or of HFCs for MDI production” **and** then select
- (2.) the 1st subcategory “HFC imported for destruction”.

Are you in **receipt of bulk HFCs for the use in feedstock applications in chemical production, which are exempted from the quota system**?

If yes, tick

- (1.) the business specification “Are you an Undertaking in receipt of exempted HFCs or of HFCs for MDI production” **and** then select
- (2.) the 2nd subcategory “HFCs for use in feedstock applications”.

Are you in **receipt of bulk HFCs that are placed on the market for direct export only, for which the placing on the market is exempted from the quota system**?

If yes, tick

- (1.) the business specification “Are you an Undertaking in receipt of exempted HFCs or of HFCs for MDI production” **and** then select
- (2.) the 3rd subcategory “HFCs for direct export as bulk gases”.

Are you in **receipt of bulk HFCs to be used in military equipment only**, for which the placing on the market of the HFCs is exempted from the quota system?

'military equipment' means arms, munitions and material intended specifically for military purposes which are necessary to protect the essential interests of the security of Member States.

If yes, tick

(1.) the business specification “Are you an Undertaking in receipt of exempted HFCs or of HFCs for MDI production” **and** then select

(2.) the 4th subcategory “HFCs for use in military equipment”.

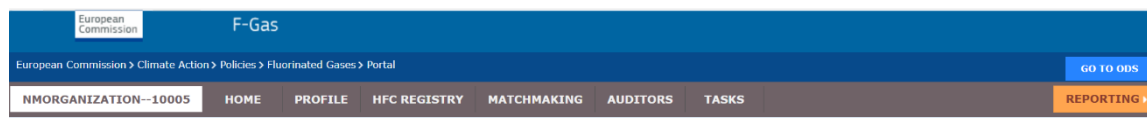
Are you in **receipt of bulk HFCs for use as etching of semiconductor material or the cleaning of chemicals vapour deposition chambers within the semiconductor manufacturing sector only**, for which the placing on the market of the HFCs is exempted from the quota system?

If yes, tick

(1.) the business specification “Are you an Undertaking in receipt of exempted HFCs or of HFCs for MDI production” **and** then select

(2.) the 5th subcategory “HFCs for the etching of semiconductor material or the cleaning of chemicals vapour deposition chambers within the semiconductor manufacturing sector”.

The menus in the F-gas Portal



"Home"

On the left is the message board, where the Commission posts relevant information, such as the dates of the quota declaration period. You should consult it regularly.

You can find some useful documents and contact details in the right column.

The orange REPORTING button in the upper right corner leads you to the reporting tool. Note that it is not open throughout the year.

European Commission > Climate Action > Policies > Fluorinated Gases > Portal GO TO ODS

NMORGANIZATION--10005 HOME PROFILE HFC REGISTRY MATCHMAKING AUDITORS TASKS REPORTING

WELCOME USER1 USER1 <USER1@MOCK.EC.EUROPA.EU>

YOU ARE IDENTIFIED AS NMORGANIZATION--10005

MESSAGE BOARD:

INDEPENDENT AUDITORS MUST BE REGISTERED IN THE F-GAS PORTAL BEFORE COMPANIES' VERIFICATION

From this year, independent auditors must have a valid registration in the F-gas Portal to be able to verify companies' reported data under the F-gas Regulation. We urge you to contact your independent auditor as soon as possible and double check if they are already registered.

If you need to find an auditor, you may research auditors that offer the verification of emission reports under the European Emission Trading Scheme. Otherwise, your [national F-gas contact points](#) might be able to help you further. You can also consult a list of registered auditors in the F-gas Portal.

For your contacts with auditors, you may share the [guidance document](#) explaining, their registration process step-by-step.

Please consult Articles 19 and 26 as well as Annex IX of the [F-gas Regulation](#) to find out whether you are obliged to report and have your reporting data verified. You can access the reporting tool through your registration in the F-gas Portal.

Independent auditors will verify reports as follows: Companies must submit their annual reports through the reporting tool, the [Business Data Repository \(BDR\)](#) - also accessible through a company's registration in the F-gas Portal - by 31 March. Once the report is ready, companies can select their pre-agreed auditor in the reporting tool by entering the auditor's

HELP:

- Read the [security good practices](#) and [privacy statement](#)

USEFUL LINKS:

- [F-gas Regulation \(EU\) 2024/573](#)
- [Reference Value holders 2025/2026](#)
- [Correction of Reference Value holders 2025/2026](#)
- [How companies register correctly](#)
- [DG Clima F-gas website](#)
- [FAQs](#)
- [Guidance on Reporting and Verification](#)

CONTACT US:

Please contact the responsible authorities in your Member State for questions about the F-gas Regulation: [National Contact Points - European Commission](#)

ONLY for questions about the F-gas Portal please send an email to: CLIMA-HFC-REGISTRY@ec.europa.eu

"Profile"

All undertaking details, registered users and business specifications are displayed.

Here, you can update some fields by clicking on the EDIT button in the lower right corner. Don't forget to use the SAVE button in the lower right corner afterward.

EDIT

1.88.0-SNAPSHOT (38ba5cf) - 07-02-2025 17:14 | [Top](#) Contact - Legal notice

Should the Commission request you to provide information on the undertaking's beneficial ownership, linked undertakings, upload additional information or add a supplementary information: it is the last section at the bottom.

COMPLEMENTARY INFORMATION (TO BE COMPLETED ONLY AFTER SPECIFIC REQUEST FROM THE COMMISSION)

<p style="font-size: x-small; margin-bottom: 5px;">INFORMATION ON BENEFICIAL OWNERS:</p> <p style="color: #c00000; font-weight: bold; margin-bottom: 5px;">NO BENEFICIAL OWNERS</p> <p style="font-size: x-small; margin-bottom: 5px;">INFORMATION ON ADDITIONAL EVIDENCE:</p> <p style="color: #c00000; font-weight: bold; margin-bottom: 5px;">NO ADDITIONAL EVIDENCE</p>	<p style="font-size: x-small; margin-bottom: 5px;">INFORMATION ON LINKED UNDERTAKINGS:</p> <p style="color: #c00000; font-weight: bold; margin-bottom: 5px;">NO LINKED UNDERTAKINGS</p>
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SUPPLEMENTARY INFORMATION

"HFC REGISTRY"

Depending on your ticked business specifications, you can access the displayed sections; see following screenshot below.

"Not applicable" means you do not have the corresponding business specification.

The "My Quotas" section only applies if you ticked being an 'importer of HFCs in bulk using the customs procedure "release for free circulation" or producer'. Here, you can consult your quota balance. Please check [how to acquire a quota](#).

Quota holders with a reference value can initialise a quota transfer through this section.

"My Declarations" applies only if you ticked being an 'importer of HFCs in bulk using the customs procedure "release for free circulation" or producer'. Then, you can consult your past quota declarations in this section and submit a new quota declaration - only if the declaration tool is open. The next possibility will be by 1 April 2027 for 2028 to 2030. Please check [what quota is needed for and how to acquire it](#).

"My Authorisations" applies to the following business specifications: importer of HFCs in bulk using the customs procedure "release for free circulation", producer of bulk HFCs, importer of refrigeration, air conditioning, heat pump equipment and products containing HFCs, authorisation managers.

Authorisation managers can delegate their quota authorisations in this section.

Quota holders can authorise their quota here.

Please check [what authorisations are needed for and how to acquire them](#).

"My Production Rights" applies to EU HFC producers who ticked the business specification being a producer of bulk HFCs and to who the Commission has allocated production rights.

WELCOME TO THE HFC REGISTRY

<p>MY QUOTAS:</p> <p>Only companies registered as importers ("release for free circulation")/ producers of HFCs in bulk have access to this section. It allows them to see their reference values, if applicable, and quota as well as make quota transfers (only quota holders with a reference value). Exercise due diligence when engaging in the sale of e.g. quota.</p> <p>ACCESS MY QUOTAS</p>	<p>MY DECLARATIONS:</p> <p>Only companies registered as importers ("release for free circulation")/ producers of HFCs in bulk have access to this section. Here they can declare their (additional) quota needs from the reserve pursuant to Article 17(3) of the F-gas Regulation (EU) 2024/573, which will be likely possible every three years. The exact declaration dates are published on the message board of the F-gas Portal in advance.</p> <p>ACCESS MY DECLARATIONS</p>	<p>MY AUTHORISATIONS:</p> <p>In this section, quota holders with a reference value can authorise the use of their quota to importers/ manufacturers of refrigeration, air-conditioning, heat pump equipment and MDIs pre-charged with HFCs. Authorisation managers can delegate their authorisations here. Exercise due diligence when engaging in the trade of e.g. quota, authorisations and delegations.</p> <p>ACCESS MY AUTHORISATIONS</p>
<p>MY PRODUCTION RIGHTS:</p> <p>Only companies registered as producers of bulk HFCs have access to this section. Here they can consult their allocated production rights. The most relevant Articles in the F-gas Regulation (EU) 2024/573 are 14 and 15.</p> <p>NOT APPLICABLE</p>		

“MATCHMAKING”

Under Matchmaking, you can find a 'List of registered quota holders' that have agreed to be included. If you seek quota or quota authorisations, you can contact them by clicking "CONTACT" in the right column. The concerned undertaking will receive a notification with your request.

The 'List of authorisations seekers' is useful if you intend to authorise your quota to an authorisation manager or importer of refrigeration, air-conditioning, heat pump equipment or products containing HFCs. Note that only quota holders with a reference value can authorise their quota. This list is equally useful for authorisation managers as it contains undertakings who might seek delegations (which are forwarded authorisations) to cover their imports. Click on "CONTACT" so that the concerned registered undertaking receives a message of your intention to authorise your quota or delegate your quota authorisations.

CHOOSE:		
<input checked="" type="radio"/> List quota holders <input type="radio"/> List authorisation seekers		
UNDERTAKING NAME	COUNTRY	ACTION
<input type="text"/>	ALL	
NMORGANIZATION--10021	Hungary (HU)	CONTACT
NMORGANIZATION--10022	Belgium (BE)	CONTACT
NMORGANIZATION--10029	France (FR)	CONTACT

“AUDITORS”

If you are looking for an independent auditor to verify your report under Article 26 and Annex IX to the F-gas Regulation, you can search under the menu AUDITORS in the F-gas Portal by country. Please note the new requirement that all verification of Article 26 reports will now have to be done electronically in the reporting system. A prerequisite for this is that your auditor is registered in the system.

If you choose an independent auditor who is not yet registered in the F-gas Portal, please inform them soonest that it is mandatory for them to register prior to performing a verification under the F-gas Regulation. You can provide them with the following [guidelines for independent auditors on how to register](#).

LIST OF AUDITORS

SELECT RELEVANT COUNTRY

“TASKS”

The Commission might use this function to apply tasks to you, such as providing additional information. A notification will be sent in parallel to the account manager's registered e-mail address.

Please consult your TASKS menu for the details and the deadline. Please comply completely and accurately; otherwise, you risk that, e.g., your entire registration, quota declaration, etc., could be cancelled, and your quota and authorisations (delegations) could become void. For the details, please consult Article 5 of [Commission Implementing Regulation \(EU\) 2024/2473](#).

MY TASKS

The list shows all tasks DG CLIMA has assigned to you.
 - To consult a task's details, please click on the respective task ID link. After completing a task please go into its details and click on 'submit'.
 - A red circle near the Tasks menu (above at the menu bar) means you have open or in revision tasks needing your attention.
 - The deadline column shows the deadline for completing the task.

TASK ID	ASSET	CATEGORY	STATUS	STATUS DATE	DEADLINE
<input type="text"/>	ALL	<input type="text"/>	ALL	<input type="text"/>	<input type="text"/>
There are no tasks					
SHOW 10 ENTRIES		PAGE 0 OF 0		SHOWING 1 TO 0 OF 0 ENTRIES	