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Architecture & Digital Operations

User Interface Manual

CBAM – Declarants Portal

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¹ Action: I=Insert R=Replace

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1 INTRODUCTION

1.1 DOCUMENT PURPOSE

The purpose of this document is to explain to the end-users of the CBAM declarant portal how to use it and benefit from its added value. This document provides help to get general information on the system, how to get started with the system and finally how to use the system with specific roles.

1.2 TARGET AUDIENCE

The target audience for this document includes:

- Importers of CBAM goods into the EU or their indirect representatives (CBAM declarants)¹;
- Directorate-General Taxation and Customs Union (DG TAXUD)'s Project team;
 - DG TAXUD Unit C2 CBAM, Energy and Green Taxation;
 - DG TAXUD Unit B2 Architecture & Digital Operations ;
 - DG TAXUD Unit B3 Customs Systems;
- Directorate General for Informatics (DIGIT);
- Directorate-General for Climate Action (DG CLIMA);
- EU Member states and their National Competent Authorities;
- SOFT-DEV Project team;
- QA5 Project team;
- TAXUD-OPS LOT1;
- TAXUD-OPS LOT3 (responsible for Network and Security);
- Operational teams.

1.3 SCOPE

The scope of this document is to provide directions to CBAM Declarants on the effective utilisation of the CBAM Declarant Portal. The features described comply with CBAM release 3.1.

1.4 STRUCTURE

This document is organised as follows:

- **Chapter 1 – Introduction:** describes the scope and the objectives of the document;
- **Chapter 2 – General Information:** provides the practical and theoretical details for the topics covered in the document;
- **Chapter 3 – Getting Started:** details how to access the portal and introduces the generic User Interface features and basic system functions;
- **Chapter 4 - Using the System for a specific business component:** describes the access to the pages and the actions that can be performed based on the business component.

1.5 REFERENCE DOCUMENTS

The table below lists the documents that are referred to in the current document.

Ref.	Title	Originator	Version	Date
<i>No reference documents.</i>				

Table 1: Reference documents

1.6 APPLICABLE DOCUMENTS

The table below lists the documents to which the current document must be compliant (e.g. FWC, SC, RfA).

¹ More information available on https://taxation-customs.ec.europa.eu/carbon-border-adjustment-mechanism_en#cbam

Ref.	Title	Originator	Version	Date
A01	Framework Contract	TAXUD/2021/CC/162	N/A	24/06/2021
A02	SOFT-DEV Framework Quality Plan	SDEV-FQP	1.00	18/06/2026
A03	Specific Contract 35	TAXUD/2025/DE/1057	N/A	11/12/2025
A04	COMMISSION IMPLEMENTING REGULATION (EU) 2023/956 of 10 May 2023	European Commission	N/A	10/05/2023
A05	REGULATION (EU) 2025/2083 of 8 October 2025 amending Regulation (EU) 2023/956 as regards simplifying and strengthening the carbon border adjustment mechanism	European Commission	N/A	17/10/2025

Table 2: Applicable documents

1.7 ABBREVIATIONS & ACRONYMS

For a better understanding of the present document, the following table provides a list of the principal abbreviations and acronyms used.

Abbreviation/Acronym	Definition
AMM	Authorisation Management Module
CBAM	Carbon Border Adjustment Mechanism ²
CBAM TR	CBAM Transitional Registry
COM	The Commission
DRMC	Data Reconciliation for Monitoring and Control purposes
DTCA	Decision-taking Competent Authority
EFTA	European Free Trade Association
EORI	Economic Operator Registration and Identification ³
EU	European Union
HRZ	Horizontal
IGM	Imported Goods Management
MS	Member State
NCA	National Competent Authority
TIN	Trader Identification number
UI	User Interface
UUM&DS	Uniform User Management & Digital Signature ⁴
QA	Quality Assurance

² More information available on https://taxation-customs.ec.europa.eu/carbon-border-adjustment-mechanism_en#cbam.

³ More information available on https://taxation-customs.ec.europa.eu/customs-4/customs-procedures-import-and-export-0/customs-procedures/economic-operators-registration-and-identification-number-eori_en.

⁴ More information available on <https://customs-taxation.learning.europa.eu/course/view.php?id=494§ion=1>

Table 3: Abbreviations and acronyms

1.8 DEFINITIONS

For a better understanding of the present document, the following table provides a list of the principal terms used.

Term	Definition
Applicant	An importer established in a Member State or an indirect customs representative who applies for the status of an authorised CBAM declarant.
Business component	The CBAM system is separated in different business components depending on the type of business that an actor is involved. Examples of business components covered in CBAM are amongst others: Authorisation management module, certificate management or declaration lifecycle management.
CBAM Goods	Goods listed in Annex I of CBAM Regulation. More details are provided in: https://eur-lex.europa.eu/eli/reg/2023/956/oj .
Competent Authority	The authority of a Member State responsible for registering the authorised CBAM declarant in the CBAM registry, processing applications for authorisation, and maintaining relevant information. There is only one CBAM Competent Authority per Member State; therefore, it is identified by the country code. In the following, two types of Competent Authorities are distinguished: Decision-taking Competent Authority: this is the Competent Authority of the country where the applicant or declarant is established. It holds the authority to make decisions regarding CBAM authorisations within its own country. Other Competent Authorities: these are Competent Authorities in the Member State, excluding the decision-taking Competent Authority. While they have supporting roles by providing information on the applicant during the consultation procedures, they do not have the final decision-taking authority for CBAM authorisations granted by the decision-taking Competent Authority.
Declarant	This means an authorised CBAM declarant, which is an importer established in a Member State or an indirect customs representative appointed by an importer, who is authorised to import goods into the customs territory of the European Union under the CBAM framework.
Economic Operator	Refers to a business or individual engaged in activities that fall under the regulations of the CBAM. This typically includes importers or producers of goods whose carbon emissions are subject to the CBAM regulations. These operators are responsible for complying with the CBAM s requirements, which may involve reporting the carbon content of their goods and paying carbon costs.
Imported Goods Management	The Imported Goods Management module is intended to receive, store, maintain and process Customs information related to CBAM Goods.
Importer	Either the person lodging a customs declaration for release for free circulation of goods in its own name and on its own behalf or, where the customs declaration is lodged by an indirect customs representative in accordance with Article 18 of Regulation (EU) No 952/2013, the person on whose behalf such a declaration is lodged.

Term	Definition
Indirect customs representative	A customs representative appointed by an importer established in a Member State. If the importer appoints an indirect customs representative and they agree, they can act as an authorised CBAM declarant and submit the application for an authorisation on behalf of the importer. The indirect customs representative is liable for all operations made for the importers it represents.
NCA	National Competent Authority.
Operator	Any person who operates or controls an installation in a third country.
Representative	The indirect representative declared in imports customs declaration.
Third country	A country or territory outside the customs territory of the Union.

Table 4: Definitions

2 GENERAL INFORMATION

2.1 SYSTEM OVERVIEW

The Declarant Portal User Interface facilitates the management of the CBAM Regulation, from the application lodging for an authorisation to the decision granting by the Competent Authority.

The overall CBAM system covers several business components and is also composed of a horizontal component which provides functionalities that can be used horizontally by all business components (e.g. notifications, email preferences, document management). The Declarant portal covers the Authorisation management module (AMM) as business components.

In practice, several User Interface systems cooperate with the Declarant portal providing an integrated solution allowing interactions between economic operators, national Competent Authorities, the commission and other IT applications.

More information about the CBAM system is available on https://taxation-customs.ec.europa.eu/carbon-border-adjustment-mechanism_en#cbam.

2.1.1 Authorisation Management Module

To comply with the EU's Carbon Border Adjustment Mechanism (CBAM), importers must obtain a CBAM Authorisation. This authorisation is essential for importing regulated goods into the EU, ensuring that the carbon reporting and payment obligations set by the EU to reduce carbon leakage are met.

The Authorisation Management Module allows to request a CBAM Authorisation and manage all related tasks. It serves as entry point to initiate the process, track the authorisation application status, and handle the ongoing authorisation.

The Authorisation management module includes the following processes:

- Authorisation granting;
- Amendment;
- Revocation;
- End revocation;
- Re-assessment;
- Information which may affect the status or content of the decision;

- Right to appeal;
- Request for additional information;
- Guarantee registration;
- Guarantee adjustment;
- Guarantee release.

2.1.2 Data Reconciliation for Monitoring and Control Purposes

DRMC includes the following functionalities:

- View CBAM declarant account;
- View quantifiable assets overview;
- View financial liabilities;
- Monitor quantifiable assets:
 - Query goods and emissions;
 - Query coverage;
 - Query certificates;
 - Monitor CBAM declaration;
- Control quantifiable assets
 - View emission coverage rule compliance control results;

The quantifiable assets are based on data from different CBAM components and include:

- Goods quantities (in tonnes (t) and megawatt-hours (MWh));
- Emissions (in tonnes of CO₂ (tCO₂));
- CBAM certificates (in number of certificates and in euros (€)).

The purchase of CBAM certificates and all related processes will only begin on 1 February 2027. In addition, the first CBAM declaration will be submitted during 2027.

As a result, the screens related to CBAM certificates and CBAM declarations will not contain any data at this stage.

2.2 AUTHORISED USE PERMISSION

CBAM Declarant Portal is allowed to be used by importers of CBAM goods (or their indirect representative) who are registered in UUM&DS. Please contact your national CBAM helpdesk to get help to register and get permissions on UUM&DS.

Further details on the required roles and responsibilities can be found in the section “Declarant user permissions overview”.

2.3 USER SUPPORT

CBAM Declarants need to contact their respective National Competent Authority Service Desk both for business & technical issues.

2.4 SUPPORTED BROWSERS

The application is relying on the browser compatibility of the latest and the 2 previous versions of common web browsers (Google Chrome, Mozilla Firefox, Microsoft Edge Chromium, Safari). More

information can be found on the browser compatibility page of eUI in the following link: <https://euidev.ecdevops.eu/eui-showcase-ux-components-19.x/showcase-dev-guide/docs/00b-general-infos/04-browsers-support>. In general, update to the latest browser version is advised for security reasons.

3 GETTING STARTED

Access to CBAM Declarant Portal is only allowed to economic operators who have registered in UUM&DS.

Their respective NCA are responsible to assign the allowed roles in UUM&DS.

3.1 ACCESS THE CBAM DECLARANT PORTAL

Access to the Declarant Portal is established via UUM&DS. UUM&DS is used to authenticate the economic operator. Upon successful login to the Declarant Portal, the user will be directed to the Homepage. Please contact your national CBAM helpdesk for information about the actual procedure to connect to the portal via UUM&DS and for support about any issue with this matter.

3.2 DECLARANT USER PERMISSIONS OVERVIEW

Access to specific pages and functionalities in the CBAM Declarant portal is determined by the assigned Declarant user permissions. The overview table below lists the so far available declarant user permissions and the pages and actions accessible for each permission.

Note that the “Administrate CBAM authorisation information” and “Submit CBAM authorisation information” permissions give access to the same pages; only the available actions are different.

Permission	Pages/functionalities
View general information	This permission is needed for any user connecting to the Declarant portal to access the general pages of the system.
Upload file	Grants permission to upload files within the Document Management System. Required for any document upload across the portal.
View CBAM authorisation information	This permission is proposed for any user needing to access the information of authorisation applications without the ability to modify them.
Administrate CBAM authorisation information	This permission must be assigned to a user in charge of all actions that must be performed for CBAM authorisation application to prepare information to be communicated to the decision taking Competent Authority. However, this permission gives no rights to submit the information.
Submit CBAM authorisation information	This permission must be assigned to a user in charge of the effective submission of the information relevant to authorisation applications to a decision taking Competent Authority. In practice, this permission is also authorised to prepare the information and is therefore a complete permission with all rights.
View monitoring and control performed by the CBAM Registry for the CBAM declarant	This permission allows declarant users to view the monitoring and control data managed by the CBAM Registry for the CBAM declarant.

Table 5: Security roles

3.3 NAVIGATION MAP

The Declarant Portal is used by the economic operator for interacting with the other CBAM actors (NCA and the COM) in the scope of CBAM activities.

The menu – available on the left-hand side of each page of the CBAM application – is given in Table 6. The Authorisations block is only displayed if the user has the role “AMM View information”.

Block	Header	Action	Description
-	-	Homepage	Allows the user to access the home page.
Authorisations	-	New application	Allows the user to create a new application. More information is given in the section “Submit a new application”.
	-	My applications and authorisations	Allows the user to view all applications and authorisations.
	-	Provide documentation for import of electricity	Allows the user to submit supporting documents to the Competent Authority when electricity is imported through explicit capacity allocation.
	-	My drafts	Allows the user to view their saved drafts.
Notifications	-	Received notifications list	Allows the user to view all the notifications they have received.
	-	Sent notifications list	Allows the user to view all the notifications they have sent.
Account	-	Email preferences	Allows the user to view and configure the email preferences.
Monitor and control	-	CBAM declarant account	Allows the user to view the CBAM declarant account details of the current CBAM declarant account
	-	Quantifiable assets overview	Allows the user to view the overview of the quantifiable assets.

Block	Header	Action	Description
	-	Financial liabilities (2026)	Allows the user to view his financial liabilities.
	Monitor quantifiable assets	Goods and emissions	Allows the user to query data on the imported goods and the associated estimated emissions.
		Coverage	Allows the user to query the coverage of estimated embedded emissions by credited CBAM certificates.
		Certificates	Allows the user to query data on their CBAM certificates.
		Monitor CBAM declaration	Allows the user to query data regarding the declarations.
	Control quantifiable assets	Emission coverage compliance	Allows the user to control if the declarant has covered the required emission coverage.

Table 6: Declarant Portal menu

3.4 GENERIC USER INTERFACE FEATURES

This section provides an explanation on the different generic User Interface features that can be found on the CBAM portal. The following sections can be found: Header, Footer, Tooltips, Validation of a form, Read-only and editable modes, General error messages, Language and Time zone.

3.4.1 Header

The header, which is displayed on each page, contains a button to display/hide the navigation menu, the European Commission logo, the title of the application, the logged-in username, the user icon and the language selector.



Figure 1: Header

When clicking on the user icon, the user can either view its user information (identification number, name, country...) or log out. To change the language, the user can click on the displayed language and select the desired one in the menu.

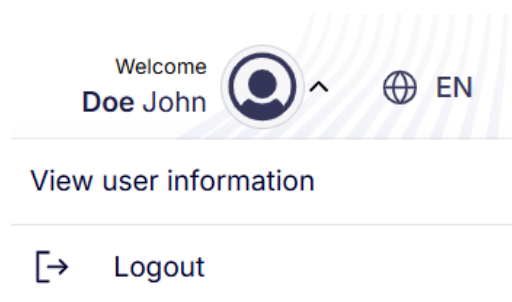


Figure 2: Details when clicking on the user icon

3.4.2 Footer

The footer, which is displayed on each page, contains the “© European Commission” copyright, the indication of the current version of the system, a link to the privacy statement website of the European Commission, a link to the user manual and a link to the legal notice.



Figure 3: Footer

3.4.3 Tooltips

The tooltips are used to provide extra information on some elements. An info icon  indicates the availability of a tooltip, and the tooltip text appears when the user hovers over it with its cursor.

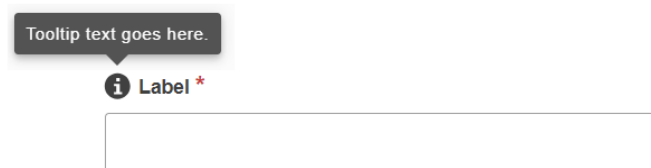


Figure 4: Tooltip

3.4.4 Validation of a form

When the user fills in a form, the system verifies that the data has been properly entered according to the given rules. The validation of a form is performed in two steps:

- **Syntactic validation**, performed at client-side;
- **Semantic / business validation**, performed at server-side.

The process is depicted in the figure below. Once the syntactic validation is successful, the semantic/business validation is performed (at submission of the form). If the latter is successful as well, the form is finally submitted.

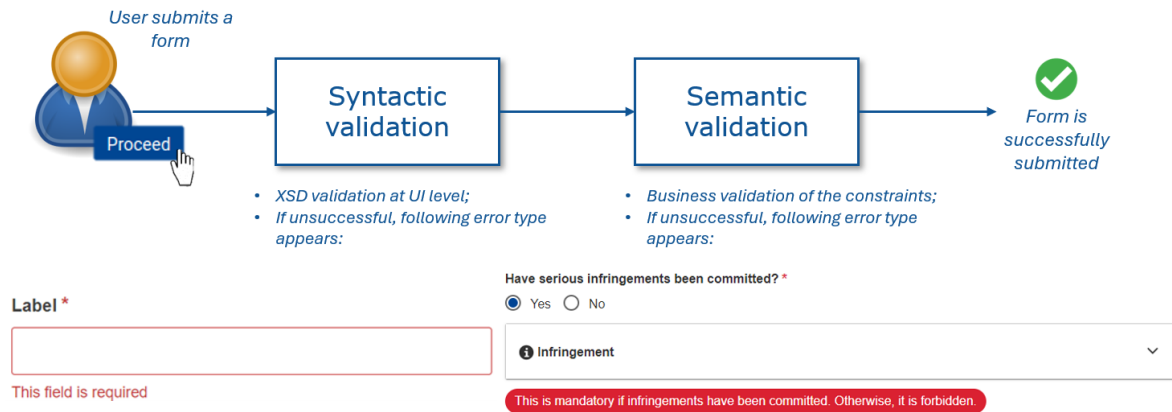


Figure 5: Validation of a form

3.4.4.1 Syntactic validation

With the syntactic validation, the following is checked: the cardinality (mandatory or optional) and the data format of a field. Field validation is performed in real time as the user enters data and when the user clicks the "Submit" button. Validation messages are displayed directly within the form, allowing users to identify and correct errors before submission.

In case such validation is not satisfied, a corresponding message is displayed below the field, marked as invalid and highlighted in red.

Label *

This field is required

Figure 6: Text field in error due to syntactic validation

3.4.4.2 Semantic validation

With the semantic validation, the business rules are checked (e.g. one field out of two must be filled out, but not both). A field is validated only when the user clicks on the "Submit" button. Hence, such validation is not directly visible when the user completes a form; they must submit the form in order to see the error message(s). In case a field is not correctly filled in according to the business rule(s), an error message in a red box appears under the data group or element.

i National business registration number of the organisation

255

This is mandatory for companies or sole traders. Otherwise, it is forbidden.

Figure 7: Text field in error due to semantic validation

3.4.5 Read-only and editable modes

The system has two modes: read-only and editable. These modes control what users can do, ensuring that important information is protected while allowing necessary updates.

In read-only mode, users can look at information but cannot make changes. This mode is useful for reviewing without the risk of accidentally changing anything. Examples of elements displayed in read-only mode: list pages (e.g., notifications list) and view pages (view application, view notification, view process data, ...).

In editable mode, users can add, change, or delete information, depending on their roles. This mode is designed on form elements on which input is needed from the users. Examples of elements displayed in editable-only mode: page forms (submit application, amendment request, reply pages,...), email preferences.

3.4.6 General error messages

In case of a generic error from the system, a generic error message will be displayed at the top-right corner of the page as a pop-up notification.



Figure 8: Example of an error message

The following error messages are displayed depending of the type of error that occurred:

Error type	Error message
Generic technical issue	A generic technical issue has occurred. Please try again later. If the issue persists, please contact the CBAM support (customs-support@itsmtaxud.europa.eu) and provide the following: • a description of the situation where the error message appeared; • a screenshot of the page where the error message occurred; • the browser used and its version.
Access restriction	Access denied. You do not have permission to access this resource. If you believe this is an error, please contact the CBAM support (customs-support@itsmtaxud.europa.eu).
Resource not found	Resource not found. Please try again later, and if the issue persists, please contact the CBAM support (customs-support@itsmtaxud.europa.eu).

Table 7: General error messages

3.4.7 Language

The system is available in the different EU languages, which allows the user to use the system in their own language. Note that the translation is applied for each label and tooltip separately in order to provide a maximum of textual information in the language of the user. Hence, some labels might not be translated in the selected languages (in such cases, the English translation will be displayed). By default, the selected language is the one previously chosen in the header, or if none is specified, it defaults to the browser's language.

The user is able to manually change the language of the system from the header. More information is provided in the section "Header".

3.4.8 Time zone

Date fields and time limits are based on the Brussels Time Zone: Central European Time (UTC+01:00) for winter time or Central European Summer Time (UTC+02:00) for summer time. The system interprets these data as follows:

- If a date is a start date, the related decision will take effect at the beginning of the day i.e., at 00:00;
- If a date is an end date, then the related decision will take effect at the end of the day, i.e., at 24:00.

Time limits are always computed in calendar days.

3.5 BASIC SYSTEM FUNCTIONS

3.5.1 List and tables

Several list pages are present in the application. The following features are available in order to enhance the results' consultation: pagination, sorting and filtering.

3.5.1.1 Pagination

The pagination capability can be available at the bottom of a list page or of a table.

The maximum number of results to display per page can be configured by the user. By default, 20 results are displayed per page. The user is allowed to choose between 10, 20, 50, 75 or 100 displayed results per page. A navigation bar allows navigating among the different pages.

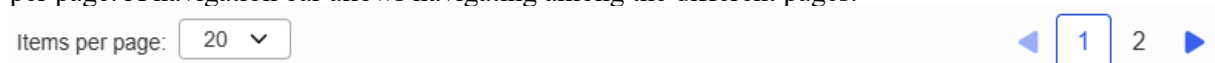


Figure 9: Pagination of a list

For data tables, the maximum number of entries shown is 5 per page of the data table.

Users can navigate through the pages using a navigation bar with hyperlinks. This allows moving sequentially (e.g., from page 1 to 2, then 2 to 3, etc.) using the previous and next buttons. If the user is on the first or the last page, the corresponding link is not active.

3.5.1.2 Sorting

When the sorting capability is available, a clickable sorting icon is displayed next to the column title and will allow the user to sort the result in ascending or descending order. When enabled, the sorting is applied to the results of all pages.

By default, records with an empty value will be displayed at the bottom of the list when sorting on ascending order and at the top when sorting on descending order.

When sorting is done on alphanumeric fields, the order does not depend on the use of upper- or lower-case letters. Criteria related to a code list are sorted according to the code and not the description of the code.

Column 1 ↓	Column 2 ↓↑
Z	Data 1
A	Data 2

Figure 10: Sorting applied on the first column of a list

3.5.1.3 Filtering and wildcards

The filtering capability can be available in edit and read only mode. When it is available, an editable field box is displayed below the column title and will allow the user to filter the results based on the entered value. The filtering is case insensitive.

When wildcard search is activated, the user can search with the use of the asterisk (*) or the percent (%) symbols to match any number of characters. Therefore, a query for which the reference number is CBAM-DE* (or CBAM-DE%) will retrieve all reference numbers starting with "CBAM-DE".

Wildcard search is activated on the following pages:

- Received notifications list
- Sent notifications list

Reference number ↓↑

CBAM-DE-2024-ECS79854122256

CBAM-DE-2024-ERH27264128427

Figure 11: Filtering applied with wildcard search

3.5.2 Homepage

When connecting to the GUI, after successful logging in, the user is automatically directed to the homepage. However, to come back to this page, the user can click on the “Homepage” button of the CBAM Declarant Portal menu (see section “Declarant user permissions overview”). On this page, the user can see a set of widgets focusing on the elements requiring some attention.

3.5.2.0 Notifications widgets

The widgets “Unanswered notifications” and “Unread notifications” both provide a filtered view of received notifications by the economic operator.

The “Unanswered notifications” widget includes all notifications for which an answer is expected (i.e. “Request” = “Yes” and “Answered” = “No”). The “Unread notifications” widget includes all notifications for which the status is “Unread”.

From these widgets, the user can directly access a specific notification detail or view the complete list of notifications by clicking on the title of the widget.

Unanswered notifications

Reference number	Notification subject	Reception time	Expiry date	Actions
PERF-EMAIL-PFQMI-APP-DE-202476677987647989226	Decision notification	23/06/2026 10:41		
PERF-EMAIL-PFQMI-APP-DE-202451508631020542347	Right to be heard notification	23/06/2026 10:41		
PERF-EMAIL-PFQMI-APP-DE-202653302526346977135	Feedback on adjustments	23/06/2026 10:41		
PERF-EMAIL-PFQMI-APP-DE-202526040519241883401	Provided point of view	23/06/2026 10:41		
PERF-EMAIL-PFQMI-E2E-DE-202598210274292009930	Extension of time limit to take decision notification	23/06/2026 10:41		

Unread notifications

Sender type	Sender identifier	Reference number	Notification subject	Reception time	Actions
Luxembourg		APPL-LU-2026-KAN930075383929	Decision notification	23/06/2026 14:02	
Luxembourg		CBAM-LU-2026-EVN86576927287	Decision notification	23/06/2026 14:00	
Luxembourg		APPL-LU-2026-QHR073669047448	Decision notification	23/06/2026 13:59	
Luxembourg		CBAM-LU-2026-EPO31933578251	Decision notification	23/06/2026 13:57	
Luxembourg		APPL-LU-2026-ZGL472446557644	Decision notification	23/06/2026 13:57	

Figure 12: Notification widgets

3.5.3 Attachments

When an attachment is expected in an editable form, the user can add a new attachment by clicking on the “Add new” button above the attachments table.



Figure 13: Add new button

Then, the upload attachment capability allows the user to select a file using the dedicated button or drag and drop a file into the delimited upload area. The maximum allowed file size is 20MB.

Choose file

Drag and drop file here

Figure 14: Upload attachment area with drag and drop capability

Once uploaded, the file information is displayed below the upload area, allowing to delete the file before adding the attachment in the user form. The user can also enter additional document information before inserting it in the form.

View/Edit

File *

Choose file

Drag and drop file here

Document description

2560

Document date

Select a date

Cancel

OK

Figure 15: Upload of an attachment

The attached documents are displayed in a data table. In editable mode, the user can edit the document information, download the file and remove the document and its associated information. It is also possible to remove all documents by clicking on the “Remove all” button at the top of the table.

Document description	Document date	Functionality
Description of the first document	22/06/2026	English
Description of the second document	22/06/2026	English

Figure 16: Editable view of the attachments

In read-only mode, the user can download the attached document, but they have no possibility to update the table.

3.5.4 Received notifications management

To view the list of received notifications, the user can click on “Received notifications list” in the “Notifications” drop-down of the CBAM declarant portal menu (see section “Declarant user permissions overview”).

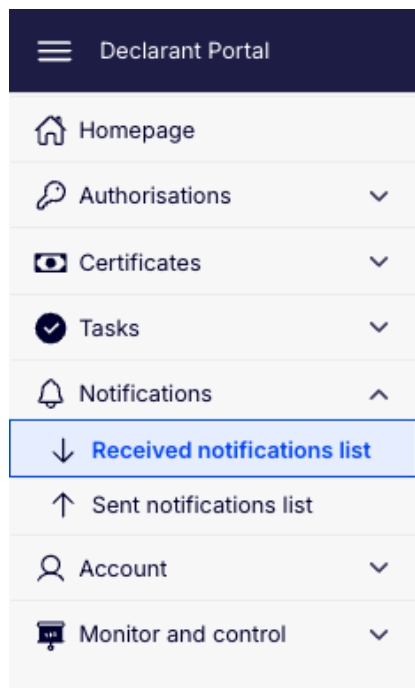


Figure 17: Received notifications list button in the CBAM declarant portal menu

The user is then redirected to the “Notifications list” page in the “Received notifications” tab, displaying the list of all received notifications, with different information given in each column. The unread notifications are highlighted in bold font.

Notifications list

Received notifications Sent notifications

Number of unanswered notifications: 3444
Number of unread notifications: 50147

[Refresh](#) [Columns](#) [Consult archives](#)

Sender type	Sender identifier	Reference number	Notification subject	Business context	Request	Notification reception time	Expiry date	Read status	Answer status	Priority	Actions
Slovakia	PERF-EMAIL-KZPX-APP-DE-2025857704827877843	Extension of time limit to take decision notification	Authorisation Management	Yes	27/03/2026 11:13		Unread	Pending			
Slovakia	PERF-EMAIL-UCAXK-EZE-NOTIF-14935341223132982	Decision notification	Authorisation Management	Yes	27/03/2026 12:02		Unread	Pending			
Slovakia	PERF-EMAIL-UCAXK-EZE-DE-20243923105545647570	Application withdrawal	Authorisation Management	Yes	27/03/2026 12:03		Unread	Pending	High		
Slovakia	PERF-EMAIL-UCAXK-EZE-DE-202528080524470207760	Application withdrawal	Authorisation Management	Yes	27/03/2026 12:03		Unread	Pending			
Slovakia	PERF-EMAIL-UCAXK-APP-DE-202421214529682887501	Extension of time limit to take decision notification	Authorisation Management	Yes	27/03/2026 12:04		Unread	Pending	Low		

Figure 18: Received notifications list in the CBAM declarant portal

Notifications can be of two kinds:

- Simple notifications informing the economic operator about new information. Example: status changes, new decision;
- Requests for which the economic operator must provide an answer. Example: request for additional information.

In particular, the list of notifications can contain amongst others:

- The sender information. In the context of the Declarant Portal it essentially corresponds to the country of the Competent Authority. Note that no identifier is provided when the sender is a country or the commission;
- The reference number corresponds to the reference number of the object (e.g. application, authorisation) related to the notification.
- The subject of the notification;

- The business context of the notification. In the case of the declarant portal, only authorisation management is supported for the time being;
- The reception time of the notification;
- The information related to the request notifications:
 - A boolean indicating whether the notification is a request;
 - The expiry date for the task to be completed;
 - An answer status indicating whether the notification has been answered, is pending or is obsolete.
- The read status of the notification:
 - Unread: specifies that the notification has not been read by the user;
 - Read: specifies that the notification has been read by the user. Note that as soon as the notification is opened, the notification is automatically marked as read;
- The priority of the notification, in case it has been indicated: “Low”, “Medium” or “High”.

By clicking on the “Columns” button, the user can select which columns are displayed through a drop-down menu. The selection is saved for each user.

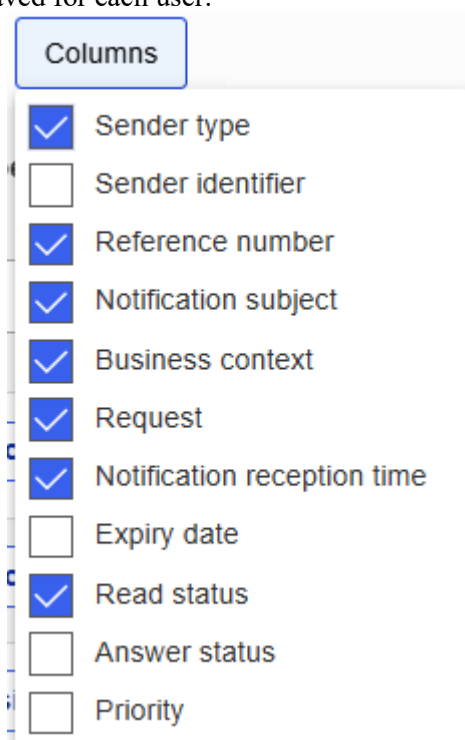


Figure 19: Columns button and column selection drop-down menu

For each displayed notification, the user can click on the related “View received notification” button in the actions column of the table to view all the information of one specific notification.

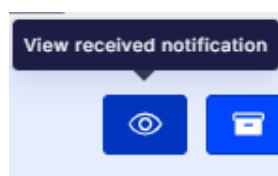


Figure 20: View notification button

Notifications can be archived. By clicking on the “Archive” button, the notification will disappear from the received notifications list. If the consult archives toggle is activated, the archived notifications can be viewed. Notifications can be unarchived by clicking on the “Unarchive” button, returning to the initial received notifications list.



Figure 21: Archive and Unarchive buttons

On a sent notification detail page, in addition to archiving/unarchiving, the following actions may be available:

- "View received answer": opens the received notification containing the reply, when the sent notification was a request and a reply has been received;
- "View request": opens the request originally received, when the sent notification is itself a reply.

In addition to replying (on request notifications, see How to provide an answer to a notification?) and archiving/unarchiving, the following actions may be available on a received notification detail page, depending on the context:

- "Mark as read": opening a notification marks it as read automatically; the user can also manually mark it as read or unread using this checkbox.
- "View initial request": opens the related sent notification, when the received notification is the reply to a request previously sent by the user's group.
- "View reply": opens the reply that was sent to this request.
- "View linked task(s)": opens the Tasks list filtered on the notification's reference number. This action is only available to users who have the "View tasks list" role and only if at least one related task exists for the user's group.

3.5.4.1 How to provide an answer to a notification?

On the "Notifications list" page, some notifications are displayed with a "Reply" button in the actions column of the table.

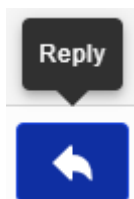


Figure 22: Reply button on the notifications list page

When this button is displayed for a received notification, it means that an answer to the notification is expected from the declarant.

To do so, the user can either directly click on the "Reply" button in the list, or first consult the notification details and then click on the "Reply" button at the top of the page.

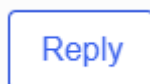


Figure 23: Reply button on top of the notification page

The user is then redirected to the "Reply details page", where the user must provide the requested information.

3.5.5 Sent notifications management

To view the list of sent notifications, the user can click on “Sent notifications list” in the “Notifications” drop-down of the CBAM declarant portal menu (see section “Declarant user permissions overview”).

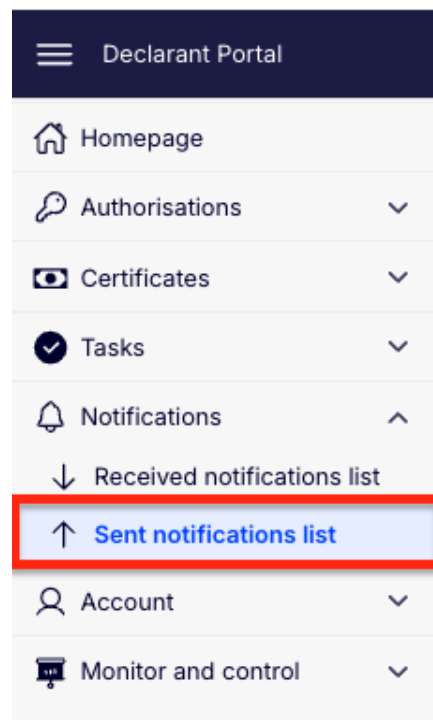


Figure 24: Sent notifications list button in the CBAM declarant portal menu

The user is then redirected to the “Notifications list” page in the “Sent notifications” tab, displaying the list of all sent notifications, with different information given in each column.

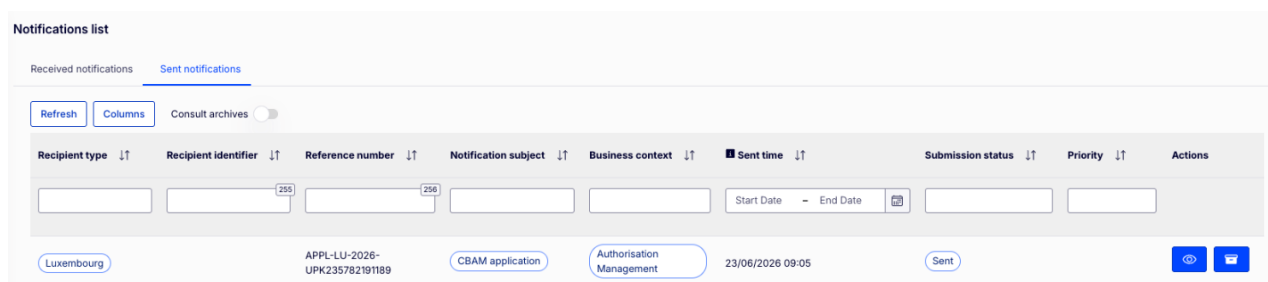


Figure 25: Sent notifications list in the CBAM declarant portal

The sent notification can be related to the following contexts:

- An answer to a request;
- A request to trigger a new business process. Note that such possibility is defined in each business component.

In particular, the list of sent notifications contains:

- The recipient information (type and identifier when applicable): the recipient to which the notification has been sent. In case of a country or the commission, the identifier is not applicable;
- The reference number corresponds to the reference number of the object (e.g. application, authorisation) related to the sent notification;

- The subject of the sent notification;
- The business context of the sent notification. In the case of the declarant portal, only Authorisation management is supported for the time being;
- The sent time: the date and time at which the notification has been sent;
- The status of the sent notification, indicating if it has been successfully sent;
- The priority of the sent notification, in case it has been indicated: “Low”, “Medium” or “High”.

By clicking on the “Columns” button, the user can select which columns are displayed through a drop-down menu, similarly as explained in Received notifications management. The selection is saved for each user.

Note that for each displayed sent notification, the user can click on the related “View sent notification” button in the actions column of the table to consult all the information of one specific sent notification.

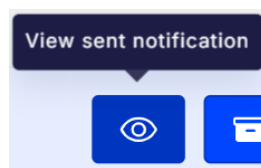


Figure 26: View sent notification button

Sent notifications can be archived. By clicking on the “Archive” button, the notification will disappear from the sent notifications list. If the consult archives toggle is activated, the archived sent notifications can be viewed. Sent notifications can be unarchived by clicking on the “Unarchive” button, returning to the initial sent notifications list.

On a sent notification detail page, in addition to archiving/unarchiving, the following actions may be available:

- "View received answer": opens the received notification containing the reply, when the sent notification was a request and a reply has been received;
- "View request": opens the request originally received, when the sent notification is itself a reply.

3.5.6 Email preferences page

The email preferences page is related to a functionality in the CBAM Declarant portal that allows the user to receive email notifications related to the notifications that they receive inside the portal itself.

To consult the email preferences page, the user can click on "Email preferences" in the "Account" drop-down of the CBAM Declarant menu (see section “Declarant user permissions overview”).

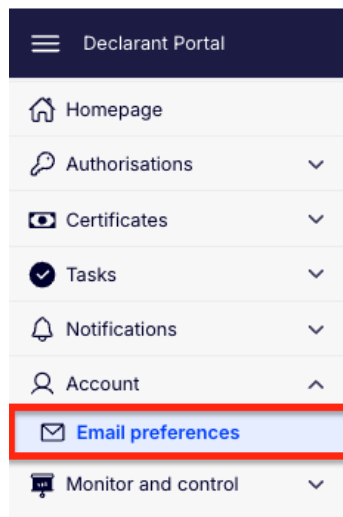


Figure 27: Email preferences button in the CBAM Declarant menu

On this page, the user can provide several email addresses for each business context. Each preference is defined for a single email address, together with the email language, one or more business contexts, and the indication of whether email alerts for new notifications must be received with that address.

To add a new email preference, select "Add" in the table relevant for the business context in which you need to receive email alerts:

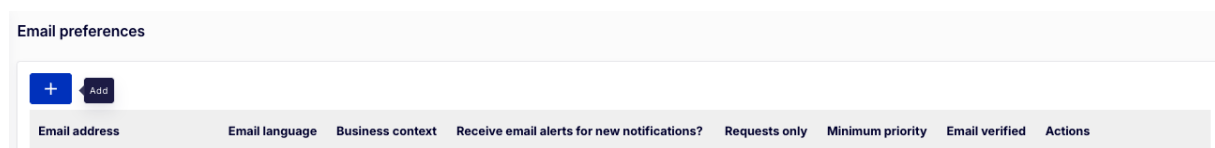


Figure 28: Add email preference

Then, complete the information required, including the business context(s) for which the alerts must be received. Set "Receive email alerts for new notifications" as "Yes" to activate the functionality and click on "Ok". Two additional filters can be set for each address: "Requests only", to receive emails only for request notifications, and "Minimum priority", to receive emails only for notifications with a priority equal to or higher than the one selected (notifications with no priority are then not sent). For each address, the user must also select the email language.

Figure 29: Email preference details page

At the bottom of the page, save the new preferences.



Figure 30: Save email preference

As soon as the indication is positive, all new filtered notifications relevant for the indicated business context received by the economic operator identified with an EORI number will be notified by email with non-sensitive information.

Each email address must be verified before any email alert is sent to it. In the email preferences overview, an "Email verified" indicator is displayed for each address (a check icon when verified, a cross icon when not). When an address is added or updated, the user can trigger the verification by saving the preference: a dialog informs them that a confirmation link will be sent to the address and that it is valid for 24 hours. The verification email can also be resent at any time using the "Send verification email" action.

No email notifications are sent to an address before it has been verified. When the recipient clicks the verification link in the confirmation email, they are redirected to the "Email verification" page, which confirms whether the verification succeeded. If the link is expired or invalid, the message "The provided link is expired or has been invalidated." is displayed. The user must be logged in to open this page.

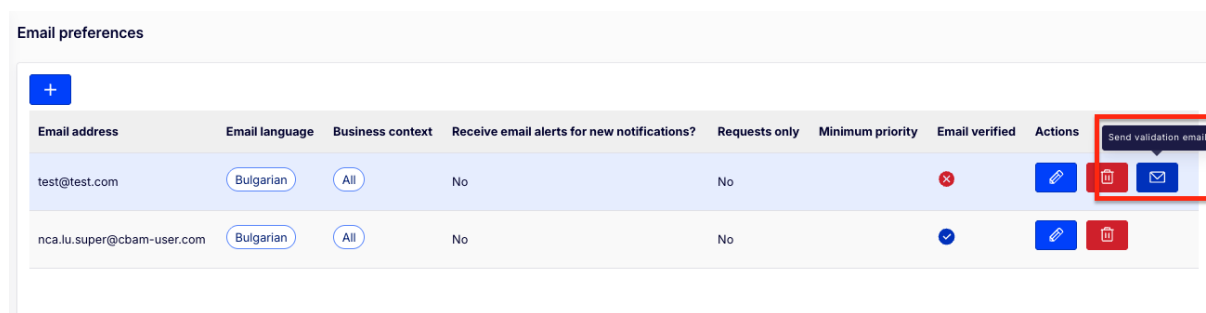


Figure 31: Send validation email functionality

3.6 EXIT THE CBAM DECLARANT PORTAL

When the user wants to exit the CBAM Declarant Portal, they must click on the "Logout" button located in the user drop-down, on the right-hand side of the header of the system. For security reasons, it is advisable for the users to logout when they have finished their work session.

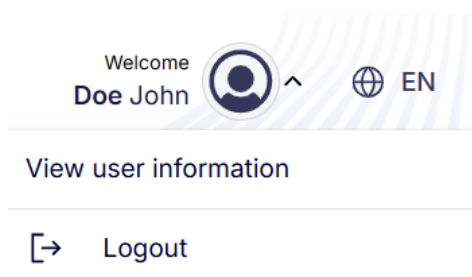


Figure 32: Logout button

4 USING THE SYSTEM FOR A SPECIFIC BUSINESS COMPONENT

4.1 AUTHORISATIONS

The following section specifies the pages and functionalities that are specific to the Authorisation management module. The relevant pages are accessible under the block “Authorisations” in the CBAM declarant menu (see section “Declarant user permissions overview”).

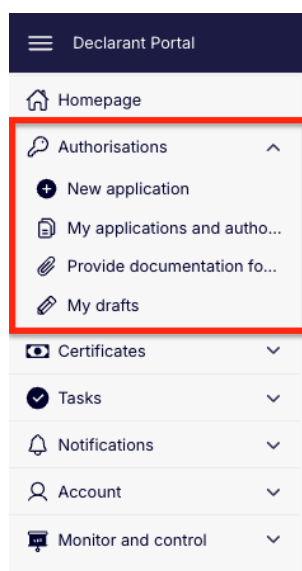


Figure 33: Authorisation management related pages

4.1.1 Common functionalities

4.1.1.1 Prefill functionality

The prefill capability allows the user to prefill some information in an editable page with values already known by the system, that were for example provided at another step of the process. Each prefill is associated with a clear capability, which will delete all data present in the fields that can be prefilled.



Figure 34: Prefill and clear buttons

4.1.1.2 Save for later use

On some editable pages, the user has the possibility to save the page's form fields for later. Doing so will allow the user to save an application draft in the case of application submission or to save a reply to a request from the NCA.

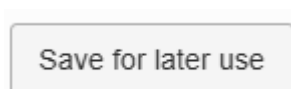


Figure 35: Save for later use button

All saved drafts are listed on the “My saved drafts page”. The user must click on “My drafts” in the “Authorisations” drop-down of the CBAM declarant menu (see section “Declarant user permissions overview”).

Note that the drafts remain accessible until the user decides to submit or delete them.

4.1.1.3 Actor information retrieval

On some editable pages, the user has the possibility to search the name and address data related to a specific EORI or TIN number. For EFTA importers, a TIN number may be used as the main identifier instead of an EORI number.

Hence when filling in a form, the user can click on the button "Search actor information based on EORI/TIN number". Depending on the identifier provided, the name and address data related to the EORI or TIN number will be retrieved and used to pre-fill the form.

The image shows a web form titled "Actor identification" with an information icon and a red asterisk. Below the title are two input fields: "EORI number" and "TIN number". Each field has a small "1x" icon to its right. Below these fields is a blue button with the text "Search actor information based on EORI/TIN Number".

Figure 36: Search actor information based on EORI number button

4.1.1.4 Export an application or an authorisation

From the view application page or the view authorisation page, the user has the possibility to generate a printable version (in the form of a PDF document) of an application or an authorisation.

To do so the user can click on the "Export" button on the "View application" or "View authorisation" page. Then the user must select a language in which they want to have the data exported, and click on "Export" in the dialog. The PDF will be automatically generated by the system.

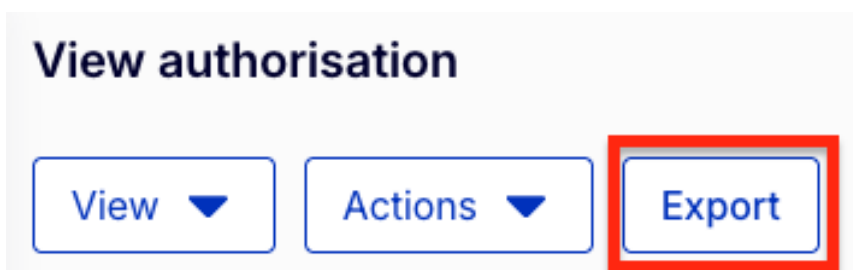


Figure 37: Export button on the view authorisation page

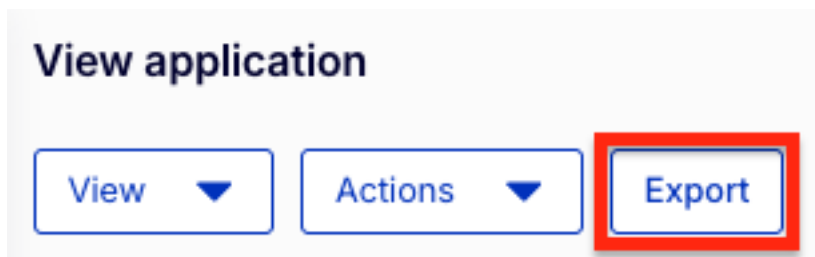


Figure 38: Export button on the view application page

For an application, the header, the stakeholders details, the activity details and the financial and operational details (the latter only if visible to the NCA) are exported. For an authorisation, only the header and the authorisation details are exported. In both cases, attachments themselves are not included in the export.

The PDF file name follows the pattern YYYY-MM-DD-[Reference number] where the date is the current date and the reference number is the application reference number or the CBAM account number associated with the exported application or authorisation respectively.

4.1.2 Submit a new application

To submit an application, the user must click on the “New application” button in the “Authorisations” block of the menu (see section “Declarant user permissions overview”).

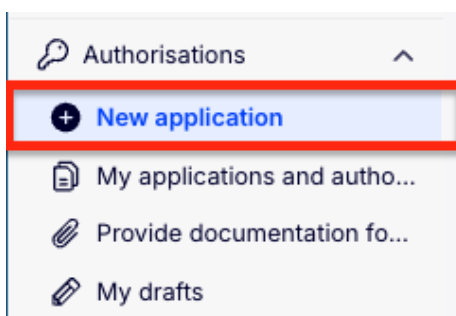


Figure 39: New application button

Clicking on this button will redirect the user on the “Submit application” page where the user must fill in the information for all different tabs.

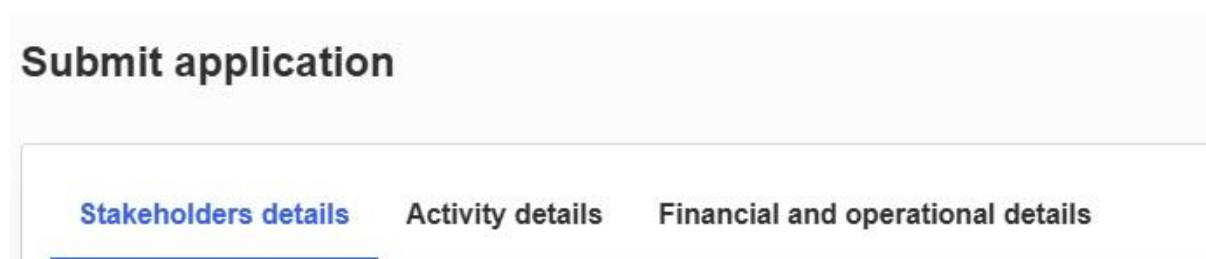


Figure 40: Available tabs on the submit application page

When filling in and submitting the form, different errors could occur. More explanation on errors is given in the section “Validation of a form”. Once the application is successfully submitted, the user is redirected to the related “View application” page.

Note that if needed, the user has the possibility to save the application draft for later use (see the section “Save for later use”).

4.1.3 Find my applications and authorisations

To view the details of a specific application or authorisation, the user can click on “My applications and authorisations” in the “Authorisations” drop-down of the CBAM declarant menu (see section “Declarant user permissions overview”).

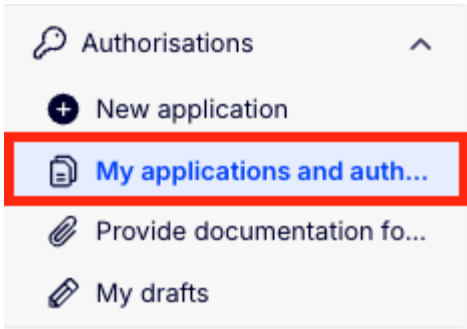


Figure 41: My applications and authorisations button

The user will be redirected to the “My applications and authorisations” page. The page displays two tables:

- The list above provides the application(s) submitted to the decision taking Competent Authority.
- The list below provides a list of authorisations owned by the declarant.

In order to see the details of a specific application or authorisation, the user must click on the associated view button, located at the right of each table.

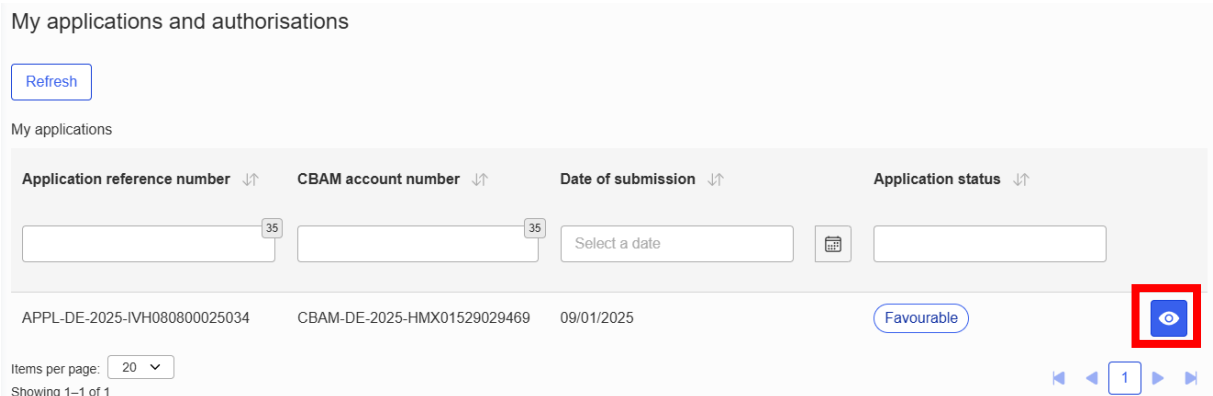


Figure 42: Example of view application button

4.1.4 Submit documentation for import of electricity

When transmission capacity for the import of electricity is allocated through explicit capacity allocation, the person to whom this capacity has been allocated, and who nominates it for import, is considered the authorised CBAM declarant in the Member State where the electricity import is declared in the customs

declaration (Article 5(4) of Regulation (EU) 2023/956). In this case, the economic operator must provide supporting documentation to the Competent Authority in order to be authorised.

To submit this documentation, the user clicks on "Provide documentation for import of electricity" in the "Authorisations" block of the menu (see section "Declarant user permissions overview").

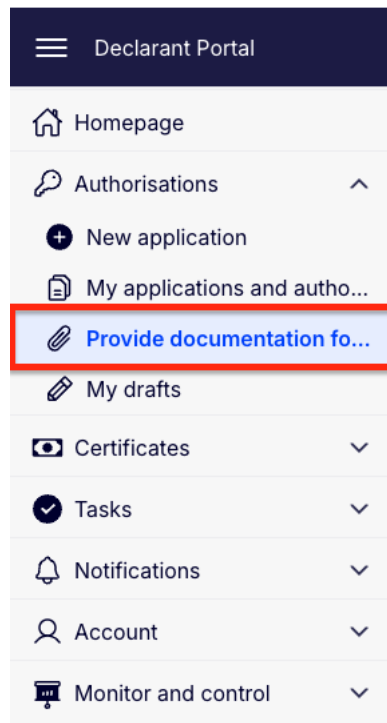


Figure 43: Provide documentation for import of electricity button

The user is redirected to the "Submit documentation for import of electricity" page. The economic operator identification (EORI number and/or TIN number, name and address) is prefilled by the system based on the logged-in user and cannot be modified. The user must:

- Confirm whether the economic operator imports electricity through explicit capacity allocation;
- Attach the required supporting documents (see section "Attachments"). The accepted file formats are PDF, DOC(X), XLS(X), JPG, PNG, JSON and CSV, with a maximum size of 20MB per file;
- Optionally, provide a general remark.

Submit documentation for import of electricity

Import of electricity

Information
If you are an importer of electricity through explicit capacity allocation, provide the documents indicated in Commission Implementing Regulation (EU) 2025/486

Economic operator *

Actor identification

EORI number
LUX00017000

Name and address

Name
sample

Street and number
Sample street 1

Postcode
4567AB

City
Sample

Country
Luxembourg

Close Save for later use Proceed

Figure 44: Submit documentation for import of electricity form page

Once the form is completed, the user clicks on "Proceed" to submit the documentation. The system automatically routes it to the relevant Competent Authority based on the economic operator's identification and country of establishment. The user is then redirected to the Homepage.

If needed, the user can save the form for later use (see section "Save for later use") or close the page without saving.

Note that the "Proceed" button is only available to users with the "AMM Submit information" role.

4.1.5 View application or authorisation details

For both an application and an authorisation, the economic operator can consult the information related to the status and the processes that have been triggered.

In both cases, a preview of the main information is provided in the Application / Authorisation process data.

To access this page please refer to the section “Find my applications and authorisations”.

View application

View Actions Export

Header

Application reference number	Status	Decision-taking competent authority
APPL-LU-2026-UPK235782191189	Registered	Luxembourg
Date of submission		
23/06/2026		

Stakeholders details Activity details Financial and operational details **Process data**

Preview of the authorisation issuance process

Date of submission	Take decision expiry date
23/06/2026	21/10/2026

Figure 45: Example of "Process data" tab on the view application page

The following process data are available on the application details page

- Authorisation issuance process
- Request for additional information
- Request for time limit extension
- Provide adjustments
- Application withdrawal
- Appeal procedure
- Guarantee registration

The following process data are available on the authorisation details page:

- Request for additional information
- Revocation
- Right to appeal
- End revocation
- Re-assessment
- Amendment
- Information which may affect the authorisation status or content
- Guarantee adjustment
- Guarantee release.

The details of each previewed information are available when the user selects one of the displayed entities.

4.1.6 Make an action on an application

The applicant with the appropriate role can start actions on an application. Starting an action will always trigger a business process in the NCA portal and can therefore impact the status of the related application.

Regardless of the action and the application, each action is launched in the same way by clicking on the appropriate button in the application details page.

The following actions are available depending on the user role and the context:

- Adjust application: allows a user to create a proposal for application adjustments and a period of time to implement the adjustments. The functionality is only available if the status of the Application is "Registered".
- Withdraw application: allows a user to create a request to Withdraw the Application if no decision on the Application has been taken yet by the DTCA.
- Right to appeal: allows a user to access information about the right to appeal procedure. This procedure is external and cannot be launched from the Declarant Portal.

As explained in the section “Declarant user permissions overview”, the “AMM Administrate information” or “AMM Submit information” is needed to trigger any action. However, only the “AMM Submit Information” gives the right to actually submit the information during any process.

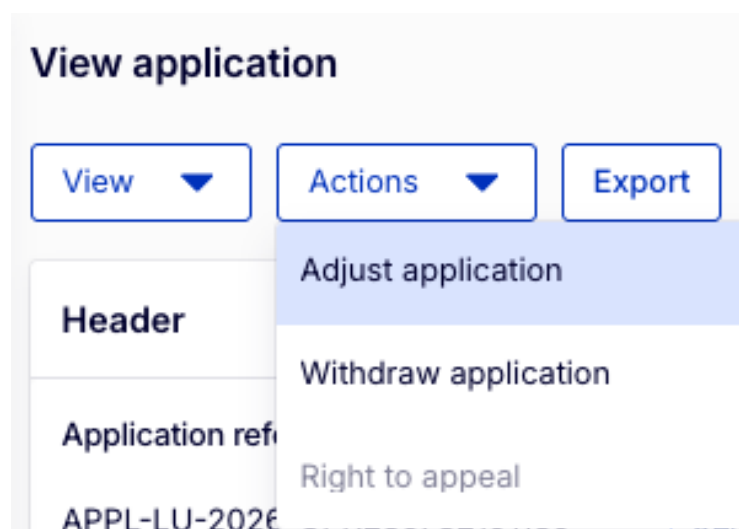


Figure 46: Actions available on view application page

4.1.7 Make an action on an authorisation

The declarant with the appropriate role can start actions on an authorisation. Starting an action will always trigger a business process in the NCA portal and can therefore impact the status of the related authorisation.

Regardless of the action and the authorisation, each action is launched in the same way by clicking on the appropriate button in the authorisation details page.

The following actions are available depending on the user role and the context:

- Request Amendment: allows a user to create a request to amend the Authorisation. This functionality is only available in case the authorisation status is "Active" and if there is no other ongoing process for that Authorisation;
- Request Revocation: allows a user to create a request to revoke the Authorisation. This functionality is only available in case the authorisation status is "Active" and if there is no other ongoing process for that Authorisation;
- Request Revocation withdrawal: allows a user to withdraw their revocation request, before the decision on the revocation is taken by the Competent Authority. The revocation withdrawal request can be received until a final decision has been made by the Competent Authority.

- Provide information which may affect the authorisation status or content: allows a user to inform the DTCA about changes that occurred to the information originally provided in the application. This functionality is only available in case the authorisation status is "Active" and if there is no other ongoing process for that Authorisation;
- Right to appeal: allows a user to access information about the right to appeal procedure regarding the revocation. This procedure is external and cannot be launched from the Declarant Portal.

As explained in the section “Declarant user permissions overview”, the “AMM Administrative information” or “AMM Submit information” is needed to trigger any action. However, only the “AMM Submit Information” gives the right to actually submit the information during any process.

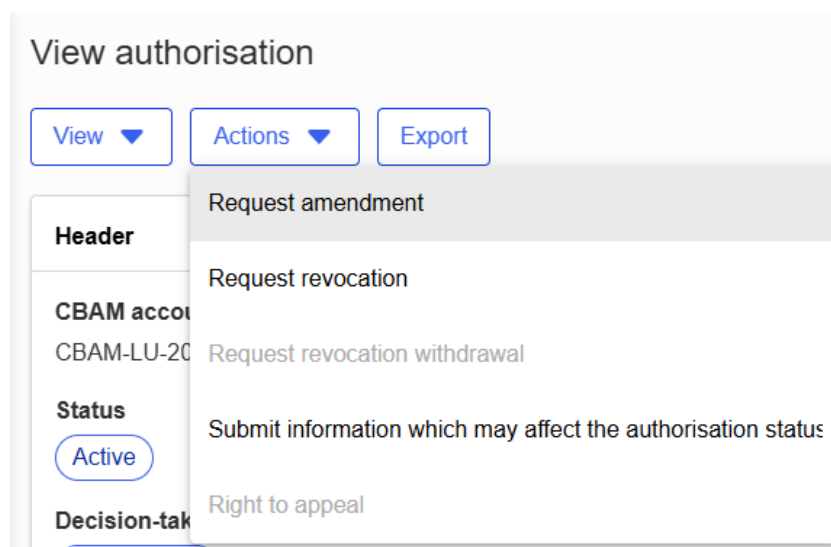


Figure 47: Actions available on view authorisation page

4.1.7.1 Make an action related to the guarantee management of an authorisation

The following action is available depending on the user role and the context:

- Request guarantee release: allows a user to initiate the guarantee release process. This is only available if a guarantee has been registered for the authorisation.

As explained in the section “Declarant user permissions overview”, the “AMM Administrative information” or “AMM Submit information” is needed to trigger any action. However, only the “AMM Submit Information” gives the right to actually submit the information during any process.

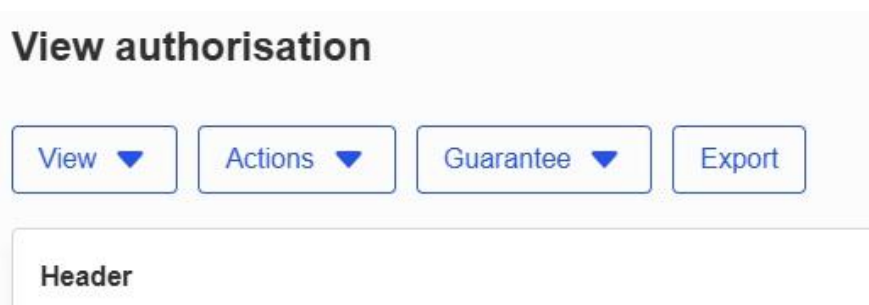


Figure 48: Actions available on view authorisation page (Guarantee)

4.2 DATA RECONCILIATION FOR MONITORING AND CONTROL PURPOSES

The following section specifies the pages and functionalities that are specific to DRMC. The relevant pages are accessible under the block “Monitor and control” in the declarant menu (see section “Navigation Map”).

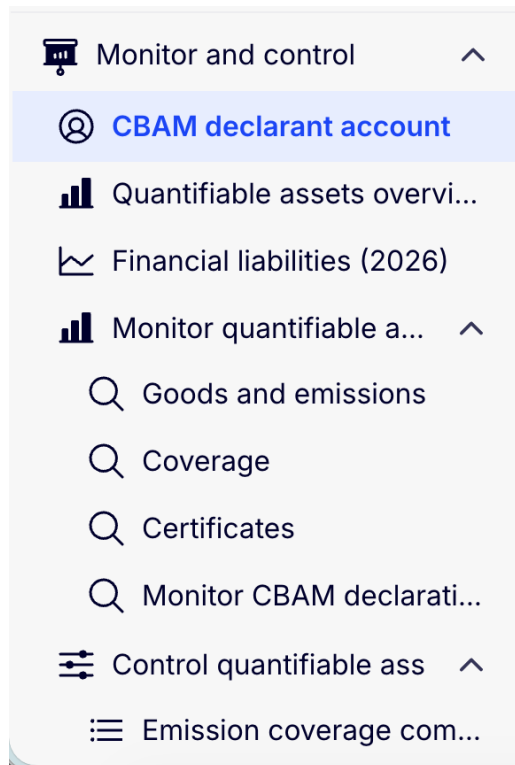


Figure 49: Data reconciliation for monitoring and control purposes related pages

4.2.1 View CBAM declarant account

To view data related to the current CBAM declarant account, the user can click on “CBAM declarant account” in the “Monitor and control” drop-down menu of the declarant menu (see section “Navigation Map”).

Note: This screen is populated based on CBAM certificate data. As a result, no information regarding certificates will be displayed in the current version.

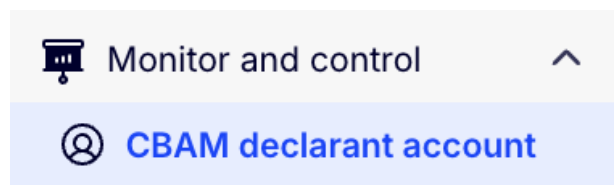


Figure 50: CBAM declarant account

4.2.2 View quantifiable assets overview

To obtain a comprehensive overview of all quantifiable assets associated with the current CBAM declarant, the user can click on “quantifiable assets overview” in the “Monitor and control” drop-down of the declarant menu (see section “Navigation Map”).

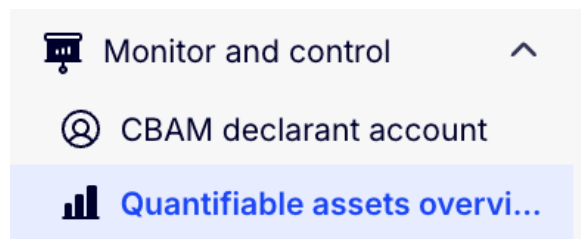


Figure 51: Quantifiable assets overview

The user will have access to two separate tabs:

- Current overview: Provides a view of all asset accounts for the current calendar year;
- Declaration overview: Provides a view of data related to the declaration year (visible only after the CBAM declaration has been submitted).

Current overview					
Percentage of emissions covered by certificates 67233 %			Last modification date 16/06/2026 11:19		
Category	Q1	Q2	Q3	Q4	Year
Imported goods (t or MWh)					
Customs goods quantity (t)	1169	63437.22	57	0	64663.22
Customs goods quantity (MWh)	264	17960.83	157	25	18406.83
Embedded emissions (tCO2)					
Estimated emissions	3212.3	3490718	47.2	47.2	38213.88
CBAM certificates (number)					
Credited	0	320	0	0	320
Surrendered	0	112	0	0	112
Repurchased	0	2	0	0	2
Cancelled	0	18	0	0	18
Suspended	0	100	0	0	100
CBAM certificates (€)					
Credited	0	83385.4	0	0	83385.4
Surrendered	N/A	9014.88	N/A	N/A	9014.88

Figure 52: Current overview of quantifiable assets

Note: These screens are populated based on IGM, CBAM declaration and CBAM certificate data. As a result, only information related to IGM will be displayed in the current version.

4.2.3 Financial liabilities

To view the financial liabilities of the CBAM declarant in 2026, the user can click on “Financial liabilities (2026)” in the “Monitor and control” drop-down of the declarant menu (see section “Navigation Map”).

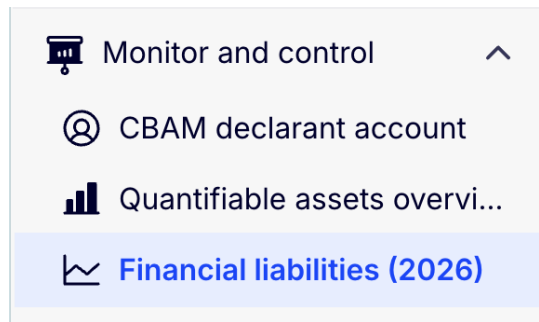


Figure 53: Financial liabilities (2026)

4.2.4 Monitor quantifiable assets

4.2.4.1 Query goods and emissions

To view the details of goods and emissions imported by the logged-in CBAM declarant for a specific year, the user can click on “Goods and emissions” in the “Monitor and control” drop-down of the CBAM declarant menu (see section “Navigation Map”).

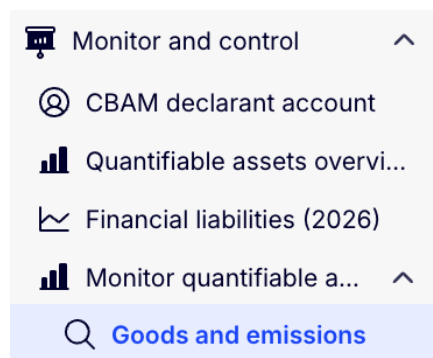


Figure 54: Goods and emission

The user will be redirected to the “Query goods and emissions” page. The page contains two tabs, each allowing separate query functionalities:

- Overview tab: enables querying based on the following parameters: year, aggregation type, yearly aggregation, quarterly aggregation, and sector.
- Details tab: provides more granular query options such as sector, goods code, country of origin, imported goods quantity, goods unit and estimated emissions (tCO₂).

Query goods and emissions

General information

EORI number

LUX00007000

CBAM account number

CBAM-LU-2025-EYW66826619519

CBAM declarant account status

Opened

Overview
Details

Query

Year *

2025

×

Aggregation type *

☒ Yearly
☐ Quarterly

Yearly aggregation

☒ Yearly
☐ Quarter

Quarterly aggregation

Sector

Clear

Query

Figure 55: Query goods and emissions page

To view the results of the search criteria, the user must click on the “Query” button at the bottom of the page to view the matching results.

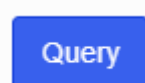


Figure 56: Query button

4.2.4.2 Goods and emission query result

As described previously in Query goods and emissions, the Overview and Details tabs can be queried independently.

4.2.4.2.1 Overview

Upon querying the Overview tab, the following results are displayed:

- General information
- Query request
- Update information
- Several tabs presenting the results:
 - General: Display a column chart for imported goods quantity (Tons and MWh) and estimated emissions (tCO₂).
 - Imported goods quantity: Display a pie chart for imported goods per sector.
 - Estimated embedded emissions: Display a pie chart for estimated emissions per sector.

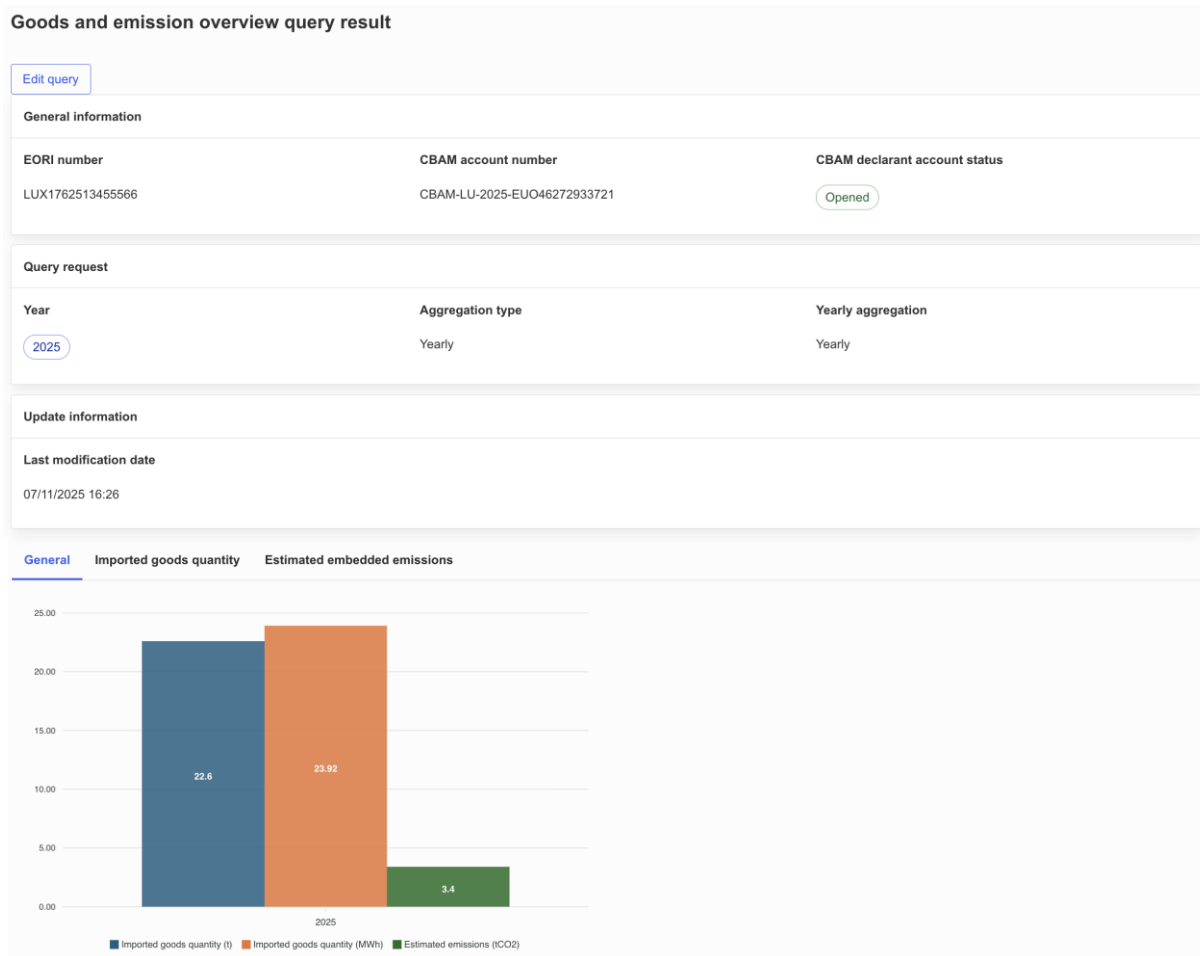


Figure 57: General tab in query overview results

4.2.4.2.2 Details

Upon querying the details tab, the following results are displayed:

- General information;
- Query request;
- Update information;
- Query results table (Based on selected aggregation type: Yearly, Quarterly and None).

ATX00012000

	Country of origin	Sector	Imported goods quantity (Tonnes)	Imported goods quantity (MWh)	Estimated emissions (tCO2)	Embedded emissions (tCO2)	Free allocation adjustment (tCO2)	Carbon price adjustment (tCO2)	Actions
>	China		35	-	312.4	979.72	1.07	1.1	
>	India		-	66	22.1	979.72	1.07	1.1	
>	Japan		16	-	700	1959.44	2.14	2.2	
Total			51	66	1034.5	3918.88	4.28	4.4	

Items per page: 5

Showing 1-3 of 3

Figure 58: Query results table in query details results (Yearly aggregation)

Q1

No data

Items per page: 5

Q2

Imported goods quantity (Tonnes)	Imported goods quantity (MWh)	Estimated emissions (tCO2)
1649,51	0	11 549,06
Embedded emissions (tCO2)	Free allocation adjustment (tCO2)	Carbon price adjustment (tCO2)
2 340,83	4 476,49	6 557,55

PTX1781259070963

	Country of origin	Sector	Imported goods quantity (Tonnes)	Imported goods quantity (MWh)	Estimated emissions (tCO2)	Embedded emissions (tCO2)	Free allocation adjustment (tCO2)	Carbon price adjustment (tCO2)	Actions
>	Switzerland		284.53	-	7731.34	1640.83	4376.49	6137.55	
>	China		124.99	-	882.4	200	-	120	
>	South Africa		1239.99	-	2935.32	500	100	300	
Total			1649.51	-	11549.06	2340.83	4476.49	6557.55	

Figure 59: Query results table in query details results (Quarterly aggregation)

ATX00012000

Data aggregated by day

Date	Country of origin	Sector	Goods code	Imported goods quantity	Goods unit	Estimated emissions (tCO2)	Embedded emissions (tCO2)	Free allocation adj
02/03/2026	China	Iron and steel	73030000	35	Tonnes	312,4	979,72	1,07
02/03/2026	India	Electricity	27160000	66	MWH	22,1	979,72	1,07
02/03/2026	Japan	Cement	25231000	6	Tonnes	400	979,72	1,07
02/03/2026	Japan	Iron and steel	73261100	10	Tonnes	300	979,72	1,07

Items per page: 5
Showing 1-4 of 4

Figure 60: Query results table in query details results (None aggregation)

4.2.4.3 Query coverage

To view the details of emissions coverage (i.e. the number of available certificates compared to the estimated emissions to be covered by certificates) for the current CBAM account number and a given year, the user can click on “Coverage” in the “Monitor quantifiable assets” drop-down of the declarant menu (see section “Navigation Map”).

Note: This screen is populated based on IGM and CBAM certificate data. Therefore, no coverage information is displayed in the current version.

4.2.4.4 Query certificates

To view the details of CBAM certificates related to the current CBAM account number in a specific year, the user can click on “Certificates” in the “Monitor quantifiable assets” drop-down of the declarant menu (see section “Navigation Map”).

The user can view data based on either the **calendar year** or the **purchase year**:

- **Calendar year view:** Includes all certificate operations carried out during that year, regardless of when the certificates were purchased;
- **Purchase year view:** Includes all certificate operations related to certificates purchased during that year, regardless of when the CBAM certificates are used.

Note: This screen is populated based on CBAM certificate data. Therefore, no information is displayed in the current version.

4.2.4.5 Query CBAM declaration

To view the details of CBAM obligations following CBAM declaration submission, the user can click on “Monitor CBAM declarations” in the “Monitor quantifiable assets” drop-down of the declarant menu (see section “Navigation Map”).

Note: This screen is populated based on CBAM declaration data. Therefore, no information is displayed in the current version.

4.2.5 Control quantifiable assets

4.2.5.1 View emission coverage rule compliance control results

To view the details of emissions coverage rule compliance (i.e., whether the CBAM declarant complies with the 50% at the end of each quarter), the user can click on “Emission coverage rule compliance” in the “Control quantifiable assets” drop-down of the declarant menu (see section “Navigation Map”).

Note: The 50% rule will apply starting from 2027. Consequently, no related information is available in the current version.

4.3 OPERATORS 3RD COUNTRIES INSTALLATION

The following section specifies the pages and functionalities that are specific to the operators of third countries installations module.

4.3.1 Search for Installations

1. Upon logging into the Declarant’s portal, the user has the ability to search for installations based on specific criteria. This can be achieved via navigating to the “Search Installations” screen. The system will present a comprehensive search interface organised into two categories: Installations and Operators.

The Installations section allows the user to search by:

- Installation ID;
- Installation name (in Latin characters);
- Country of establishment;
- Economic Activity.

The Operators section provides criteria including:

- Operator Corporate Register Number;
- Operator name.

2. After entering the desired selection criteria, there are several actions available:
 - “Search”: Initiates the search based on the specified criteria;
 - “Clear”: Resets all entered selection criteria, allowing the user to start a new search;
 - “Back”: Redirects the user to the "Home Page."

CBAM

Carbon Border Adjustment Mechanism

Welcome

BE Test021

EN

Declarant Portal

Homepage

Declarations

Notifications

Account

Search Installations

Search Installations Information

Back

Search Criteria

INSTALLATION SECTION

Installation ID

Enter the Installation ID

Installation name

Enter the Installation name

Country of establishment

Enter the Country of establishment

Economic activity

Enter the Economic activity

OPERATOR SECTION

Operator Corporate Register Number

Enter the Operator Corporate Reg...

Operator name

Enter the Operator name

Clear

Search

Search Results

Export Search results

Installation ID	Installation name	Country of establishment	Economic Activity	Operator Corporate Register Number	Operator name
No data					

Items per page: 20

Previous

Next

Figure 61: Search for installations

Figure 62: Search for Installations - Options

- Once the user clicks the “Search” button, the system will search for installations that match the criteria and display the results in a table-like view. The results table will include columns for Installation ID, Installation name (in Latin characters), Country of establishment, Economic Activity, Operator Corporate Register Number and Operator name. This organised presentation allows the user to quickly identify relevant installations.

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Search Results					
Installation ID	Installation name	Country of establishment	Economic Activity	Operator Corporate Register Number	Operator name
CA.0000000000004001	IN01	AD - Andorra	Aluminium	CA.0000000000004	TEST LEGAL NAME CA4
CA.0000000000004002	IN02	AW - Aruba	Iron & Steel	CA.0000000000004	TEST LEGAL NAME CA4
CA.0000000000004003	IN03	AW - Aruba	Aluminium	CA.0000000000004	TEST LEGAL NAME CA4
CA.0000000000004004	IN04	AO - Angola	Aluminium	CA.0000000000004	TEST LEGAL NAME CA4
CA.0000000000004005	IN05	AO - Angola	Cement	CA.0000000000004	TEST LEGAL NAME CA4
CA.0000000000004006	IN06	AO - Angola	Iron & Steel	CA.0000000000004	TEST LEGAL NAME CA4
CA.0000000000004007	IN07	BF - Burkina Faso	Electricity	CA.0000000000004	TEST LEGAL NAME CA4
CA.0000000000004008	IN08	BQ - Bonaire, Sint Eustatius and Saba	Cement	CA.0000000000004	TEST LEGAL NAME CA4
CA.0000000000004009	IN09	CI - Côte d'Ivoire	Aluminium	CA.0000000000004	TEST LEGAL NAME CA4
CA.0000000000004010	IN10	CA - Canada	Fertilizers	CA.0000000000004	TEST LEGAL NAME CA4
CA.0000000000004011	IN11	DJ - Djibouti	Aluminium	CA.0000000000004	TEST LEGAL NAME CA4
CA.0000000000004012	IN12	CV - Cape Verde	Aluminium	CA.0000000000004	TEST LEGAL NAME CA4
CA.0000000000004013	IN13	CW - Curaçao	Electricity	CA.0000000000004	TEST LEGAL NAME CA4
CN.0000000000007001	Aluminium France Extrusion	YE - Yemen	Aluminium	CN.0000000000007	TEST LEGAL NAME CN07
CN.0000000000007002	Aluminium France Extrusion	CN - China	Aluminium	CN.0000000000007	TEST LEGAL NAME CN07
CN.0000000000008001	Condor	EG - Egypt	Chemicals	CN.0000000000008	TEST LEGAL NAME CN08
CN.0000000000007001	Beijing steel	CN - China	Iron & Steel	CN.0000000000070	TEST LEGAL NAME CN70
CN.0000000000007002	Beijing Iron	CN - China	Iron & Steel	CN.0000000000070	TEST LEGAL NAME CN70
MZ.0000000000008001	Cement Production	MZ - Mozambique	Cement	MZ.0000000000008	TEST LEGAL NAME MZ08
MZ.0000000000008002	Chemical plant	MZ - Mozambique	Chemicals	MZ.0000000000008	TEST LEGAL NAME MZ08

Items per page: 20
Showing 1–20 of 21

1 2

Figure 63: Search for installations – List of Results

- In addition, the user can export the search results in CSV format. This option is enabled only if there is at least one search result.

Export Search results

Figure 64: Search for Installations – Export search results