## Tutorial to operate in the Registry





## Appoint a Verifier to an account (new user interface)

Version 2: 23.06.2025

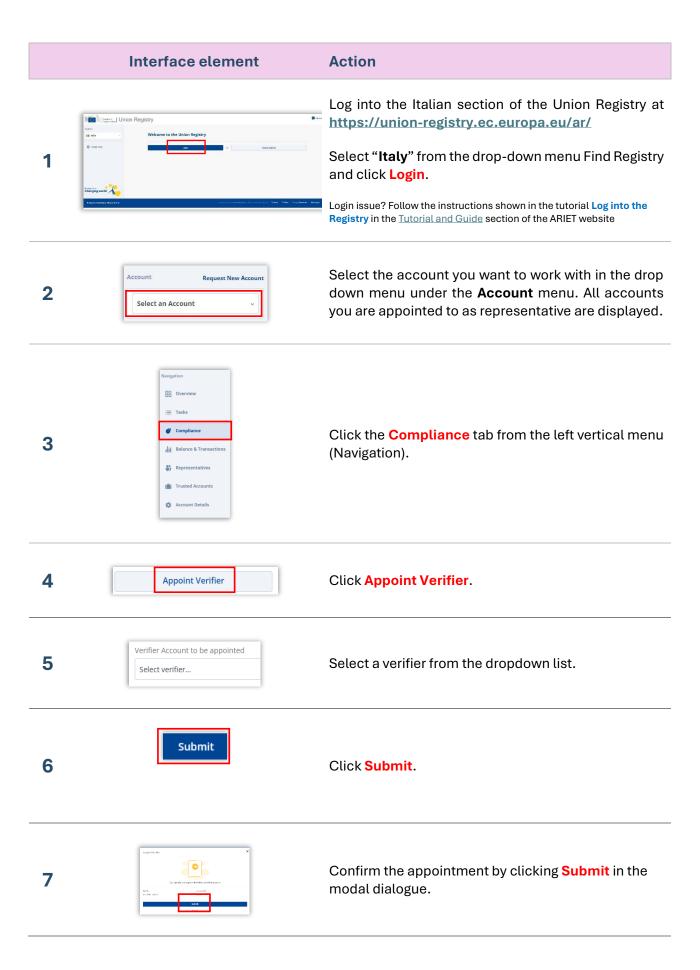
This type of operation is available exclusively for operator, aircraft operator and maritime operator **holding accounts** in the Union Registry. In fact, every year the installation, aircraft operators and maritime operators must have their emissions (tons of CO2eq, and possibly PFCs and N2O) from the previous year validated by the accredited body they chose for verification ("Verifier" in the Registry).

To have the emissions validated in the Registry, the Verifier must be linked to the account: this appointment is needed the first time you enter emissions and is no longer required until you decide to change the accredited body for the verification of your installation / aircraft operator / maritime operator (for instructions, you can view the tutorials **Replace an appointed Verifier** on the <u>Tutorial and guides</u> page of the ARIET website).

The designation of the Verifier must be made by a representative with the right to initiate procedures and this appointment must subsequently be accepted by the Verifier (who will be automatically notified by email). This operation can be carried out at any time or day of the week.

After the appointment, as soon as the Verifier's representative accepts the request, a notification is sent by email: check that the Verifier's name appears within the account in the "Verifier" tab.

Follow the instructions in the table to appoint a Verifier to the account



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The request is submitted. The system displays the pending request.

The verifier appointment must now be accepted or rejected by the verifier account's Authorised Representative or by a National Administrator. You will be informed by e-mail when it is done.

