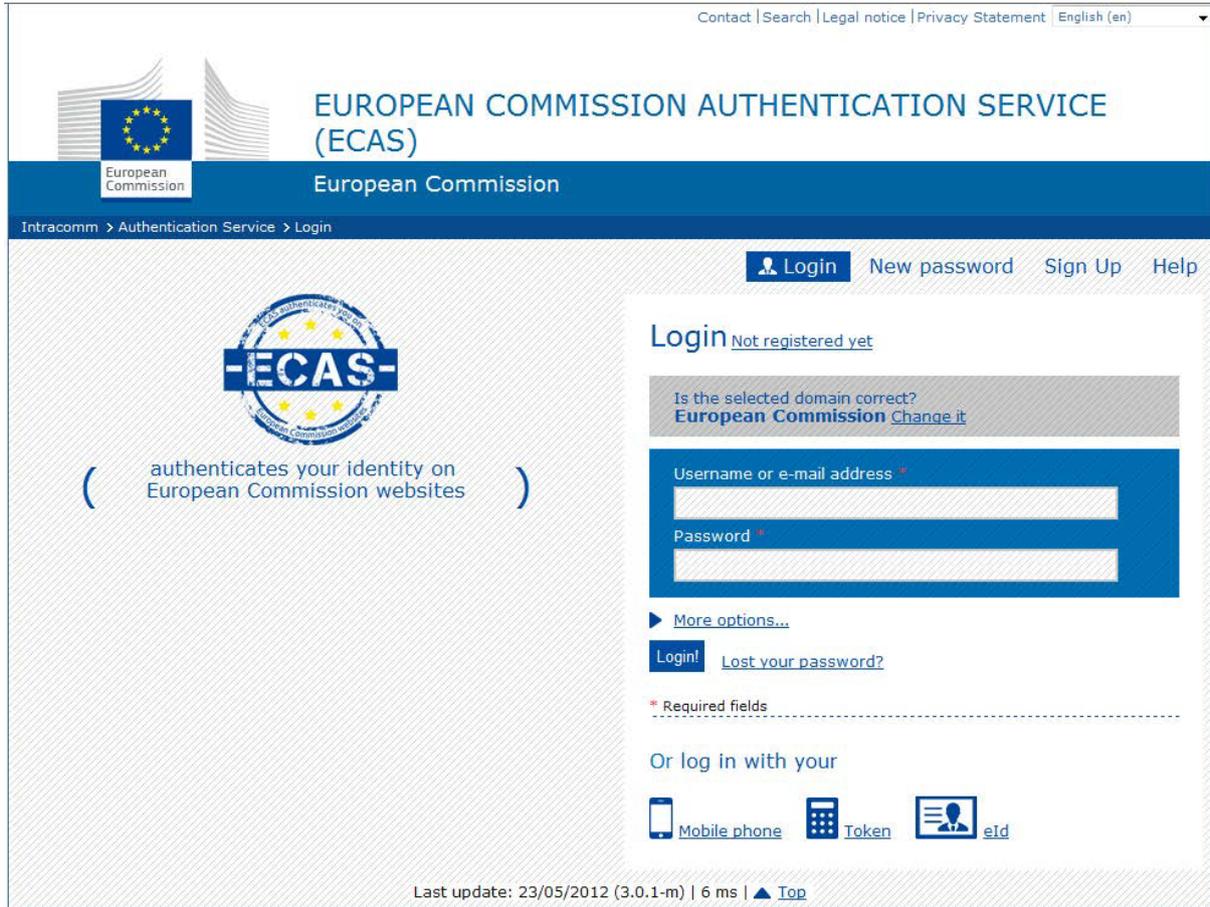


- A) Registration with ECAS (average time to complete: 5 minutes)
- B) How to find your ECAS uid (average time to complete: 3 minutes)

**A) Registration with ECAS (average time to complete: 5 minutes)**

1. Open the following page: <https://webgate.ec.europa.eu/cas/>

The website will look similar to the screenshot below.



2. Select your language from the top left drop-down menu, if necessary.



3. Click "Sign Up" link. A registration form will appear.

## Sign Up

[Help for external users](#)

Choose a username

First name \*

Last name \*

E-mail \*

Confirm e-mail \*

E-mail language \*



Enter the code \*

Privacy statement: by checking this box, you acknowledge that you have read and understood the [privacy statement](#) \*

Sign up

\* Required fields

4. Fill the mandatory fields of the user registration form and select your language preference.

5. Read and accept the privacy statement.

IAM Privacy Statement - Windows Internet Explorer

Contact | Search | Legal notice | Privacy Statement | English (en)



# EUROPEAN COMMISSION AUTHENTICATION SERVICE (ECAS)

European Commission

Intracomm > Authentication Service > Privacy Statement

[Login](#) [New password](#) [Sign Up](#) [Help](#)

! Is the selected domain correct? [European Commission](#) [Change it](#)

## Privacy Statement

Privacy statement for users registered with the European Commission's Identity Management Service

### 1. What is the Identity Management Service?

The European Commission's Identity Management Service (IMS) provides a common way for users to register or be registered for access to a number of different Commission information systems or services (referred to hereafter as *sites*). You are affected by this privacy statement if you use the European Commission Authentication Service (ECAS) when logging into Commission sites, as it means that you have been registered in IMS.

Users include the Commission's own staff, personnel of other organisations and members of the public. Registration may occur:

- ▶ at the initiative of a user or of the organisation that the user belongs to or represents
- ▶ by means of an automatic transfer of information from the user's organisation to the Commission
- ▶ by means of direct entry of the relevant information by the user

IMS includes facilities for authenticating registered users and controlling their access to Commission sites.

In each case, the personal data that is recorded is governed by Regulation (EC) 45/2001.

IMS falls under the responsibility of the Controller, Mr F. García Morán, Director General, Informatics DG. Further responsibility lies with

6. Enter the characters that appear on the security check image. If they are not clear enough click on "Try another" for a new captcha picture.



Enter the code 

7. Click "Sign up" button. A confirmation message will be displayed.

Contact | Search | Legal notice | Privacy Statement | English (en) ▾



## EUROPEAN COMMISSION AUTHENTICATION SERVICE (ECAS)

External

EUROPA > Authentication Service > Sign Up

[Login](#)   [New password](#)   [Sign Up](#)   [Help](#)

! Is the selected domain correct? **External** [Change it](#)

### Sign Up

Thank you for registering, you will receive an e-mail allowing you to complete the registration process.

Last update: 23/05/2012 (3.0.1-m) | 622 ms | [▲ Top](#)

8. Within minutes an automatic email will be sent to the mailbox indicated in the User Registration Form. The email message will contain a user name for the new account and a link to create a new user password.

**European Commission Authentication Service** <ecas-admin@ec.> 4:10 PM (19 minutes ago) ☆ ↶

to me ▾

Dear Tatiana PEREIRA,

You have been registered in ECAS, the European Commission Authentication Service.

Your user name is **tapereira123**.

To create your password, click:

[this link](#)

You have a maximum of 1h30, starting from the time that this message was sent, to create your password, but you are encouraged to do so immediately if possible. After this time, you can make another request by following the same link: you will then need to re-enter your username and confirm your request.

If the above link does not work, you can copy the following address (make sure the complete address is copied!) and paste it into your browser's address bar:

<https://webgate.ec.europa.eu/cas/init/initialisePasswordLogin.cgi?wayf.domain=external&wayf.remember=checked&wayf.submit=Select&uid=npertati&resetCode=RJ7PzTKjamdMkWUouwhcVLWuTYPFROqjVBxVYi34UQU&service=http%3A%2F%2Fwlsrq2.cc.cec.eu.int%3A7691%2Fsfsc2007%2Ffrontoffice%2Findex.jsp>

Whenever you login, please choose the domain "External", not "European Commission".

9. Click on the link in the email. You will be directed to a website to create a new password for your account.

**Please note, you have 90 minutes to create a new user password. If the email doesn't arrive or you've missed the 90 minutes deadline, please use "Forgotten password" procedure described further in this document.**

10. Fill in the form. Please pay special attention to rules of the password.

The screenshot shows the 'New password' page of the European Commission Authentication Service (ECAS). The page header includes the European Commission logo and the text 'EUROPEAN COMMISSION AUTHENTICATION SERVICE (ECAS) External'. The breadcrumb trail is 'EUROPA > Authentication Service > New password'. Navigation links for 'Login', 'New password', 'Sign Up', and 'Help' are present. A warning message asks if the selected domain is correct, with 'External' selected and a 'Change it' link. The main heading is 'New password', followed by the instruction 'Please choose your new password.' The form contains three input fields: 'Username', 'New password \*', and 'Confirm new password \*'. A blue 'Submit' button is located below the fields. A section titled '\* Required fields' provides password rules: 'Passwords cannot include your username and must contain at least 10 characters chosen from at least three of the following four character groups (white space permitted):' followed by a list: 'Upper Case: A to Z', 'Lower Case: a to z', 'Numeric: 0 to 9', and 'Special Characters: !"#%&'()\*+,-./:;<=>@[\\]^\_`{|}~'. Examples of passwords are shown in boxes: 'wcBcgc\_I\_E', 'HbKxoo9dj', and 'gQ.ZfoBN33'. A link '[Generate other sample passwords]' is provided. The footer indicates 'Last update: 23/05/2012 (3.0.1-m) | 45 ms | ▲ Top'.

11. Click "Submit". A confirmation message will be displayed.

**Keep your login and password in a safe place. If you forget your username, you can always use your email address from the registration form instead.**

## B) How to find your ECAS uid (average time to complete: 3 minutes)

To be able to identify you, we need to know your ECAS uid (Unique identifier at the Commission). This login is different from your ECAS username

12. After clicking on **Proceed**, you must introduce your ECAS username and your personal password chosen during step 10 of the previous tutorial

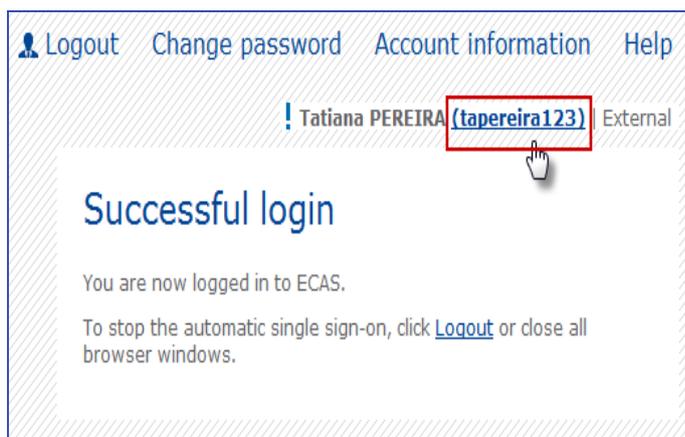
## New password

Your ECAS password was successfully changed.

**Proceed**

(You can also login to ECAS with your ECAS username (or email address) and password you've just created by clicking "Login" on the first page.)

13. To obtain more information about your ECAS account, you can click on your login (example : **tapereira123**)



14. The ECAS uid can be found in the screen which is displayed below

## Account information

- ▶ Modify my personal data  
[Modify my personal data >](#)
- ▶ Delete your account  
[Delete your account >](#)
- ▶ Manage my mobile phone numbers  
[Manage my mobile phone numbers >](#)
- ▶ You can view the sessions opened for visited applications.  
[Display my sessions >](#)
- ▶ You can link your eID to your ECAS account.  
[Link my eID >](#)

## My ECAS Account Details

Username	tapereira123
Domain	External
Unique identifier at the Commission (uid)	npertati
Most recent login	19/06/2013 16:54 GMT+02:00
Previous login	19/06/2013 16:48 GMT+02:00