

eLearning module

Uniform User Management and Digital Signatures system (UUM&DS): Your passport to EU Applications Course takeaways

This is a quick and handy summary of the most relevant course information.

1 Learning objectives

By the end of this course, you will have learned about:

- the basic principles of the use of the UUM&DS system;
- the general functionalities of the UUM&DS system;
- the benefits of using this system for the single access to all EU Customs systems;
- the Economic Operator's account management, authentication and delegation processes and tasks within the UUM&DS system.

2 About UUM&DS

2.1 What is UUM&DS

The new EU-wide Uniform User Management and Digital Signatures system offers to Economic Operators a single access point to allow the authentication for accessing the unified European Information System for Customs (EIS) including IT systems such as UCC Customs Decisions, EOS-AEO, COPIS, UCC BTI usage and decision, COPIS, EU Customs Trader Portal, including central services for electronic submission of declarations.

The system allows Eos to be represented by Customs representatives or their employees and supports the use of electronic signatures.

2.2 UUM&DS benefits

- Provides a unified custom interface; and avoids redundant services of common functionality
- Takes into consideration each Member State requirements
- Provides the necessary functionalities in a secure way

3 EO Account management

3.1 Economic Operator account registration

When the application template for using EU Economic Operator Portals is published, the Economic Operator registers in Member State Identity and Access Management (MS IAM), Customs IT local system, **specific for every MS**. The MS IAMs offer authentication and authorisation services by providing attributes (business profiles) to central services through UUM DS, provide access to national Customs IT systems and enable access to central customs EIS.

Economic operator shall contact the National service desk to follow specific to MS process to register in MS IAM.

Note that it is recommended to ask your Local Authorities or the National Service Desk what are the supported types of delegations (central (countries D) or local (countries A/B/C). The contact details of UUMDS National Service Desks can be found [here](#)

3.2 Economic Operator account management

Being an Economic Operator, you can make changes in your account

- send a change request to your national authority, that will take care of it and inform you.
deactivate it:
or you can deactivate it:
- send the deactivation or termination of account request
- The request can be also sent by the Customs Officer or Internal audit in case of inactivity of the account or security issue.
- The national authority will validate the request and you will be informed of the completion of the request

4 Authentication

4.1 About authentication

Before using any of the applications secured by UUM&DS, Economic Operator, Customs Representative or Employee of the Economic Operator or Customs Representatives should authenticate themselves. When the users request access to a specific application by visiting its main page, they are redirected to the Where Are You From (WAYF) page.

After the Form is submitted, the authentication request is created and validated by UUM&DS containing:

- the domain;
- the list of attributes to provide (such as, the type of actor, place) and for each of them a flag indicating if it is mandatory or optional, depending of type of country. For instance, EORI or VAT are needed for D type country.

- **For A/B/C countries (local)**

- The user is redirected to the MS IAM page where his identity is conformed (authenticated) and receives the attributes that allow access to Central Applications (authorised).
- If the user is authorised to access the specific application, he is redirected to the Application page.

- **For D countries (central)**

- The process is similar, and the only difference is that authentication and authorisation take place centrally.
- The Central Authentication Services TAXUD CAS redirects him/her to the UUM&DS system which verifies if the user respects the condition to access the service and redirects him to the Application page

4.2 Authentication without delegation

WAYF for:

EO from MS Type A/B/C	Type D countries
<div style="background-color: #f0f0f0; padding: 5px;">(wayf)</div> <div style="background-color: #2c3e50; color: white; padding: 10px;"> <p>Select the domain of the application you request access to</p> <p>Customs</p> <p>Select the country where you want to be authenticated</p> <p>Czech Republic</p> <p>Select your type of actor</p> <p>Economic Operator (Trader)</p> <p>Do you want to act on behalf of ... ?</p> <p><input type="radio"/> Myself</p> <p><input type="radio"/> The following (natural/legal) person with:</p> <p><input checked="" type="checkbox"/> I give my consent to request my Identity Profile information and share it with UUM&DS and Customs EIS</p> <p style="text-align: center; background-color: #00a65a; color: white; padding: 5px;">Submit</p> </div>	<div style="background-color: #2c3e50; color: white; padding: 10px;"> <p>Select the domain of the application you request access to</p> <p>Customs</p> <p>Select the country where you want to be authenticated</p> <p>TYPE_D</p> <p>Select your type of actor</p> <p>Customs representative</p> <p>Type of ID</p> <p>EORI</p> <p>ID</p> <p>BE123456</p> <p>Do you want to act on behalf of ... ?</p> <p><input type="radio"/> Myself</p> <p><input type="radio"/> The following (natural/legal) person with:</p> <p><input checked="" type="checkbox"/> I give my consent to request my Identity Profile information and share it with UUM&DS and Customs EIS</p> <p style="text-align: center; background-color: #00a65a; color: white; padding: 5px;">Submit</p> </div>

4.3 Authentication with delegation

Authentication with delegation for:

MS Type A/B/C - First Level Employee	MS Type A/B/C - First Level Customs Representative
<div style="background-color: #2c3e50; color: white; padding: 10px;"> <p>Select the domain of the application you request access to</p> <p>Customs</p> <p>Select the country where you want to be authenticated</p> <p>Austria</p> <p>Select type of actor</p> <p>Employee</p> <p>I am acting on behalf of:</p> <p><input type="radio"/> Myself</p> <p><input checked="" type="radio"/> The following (natural/legal) person with:</p> <p>Type of actor</p> <p>Economic Operator</p> <p>Type of ID</p> <p>EORI</p> <p>ID</p> <p>AT123456789</p> <p><input type="radio"/> Directly</p> <p><input type="radio"/> Having a mandate from</p> <p><input checked="" type="checkbox"/> I give my consent to request my Identity Profile information and share it with UUM&DS and Customs EIS</p> <p style="text-align: center; background-color: #00a65a; color: white; padding: 5px;">Submit</p> </div>	<div style="background-color: #2c3e50; color: white; padding: 10px;"> <p>Select the domain of the application you request access to</p> <p>Customs</p> <p>Select the country where you want to be authenticated</p> <p>Czech Republic</p> <p>Select your type of actor</p> <p>Representative</p> <p>Do you want to act on behalf of ... ?</p> <p><input type="radio"/> Myself</p> <p><input checked="" type="radio"/> The following (natural/legal) person with:</p> <p>Type of actor</p> <p>Economic Operator</p> <p>Type of ID</p> <p>EORI</p> <p>ID</p> <p>CZ56781234</p> <p><input type="radio"/> Directly</p> <p><input type="radio"/> Having a mandate from</p> <p><input checked="" type="checkbox"/> I give my consent to request my Identity Profile information and share it with UUM&DS and Customs EIS</p> <p style="text-align: center; background-color: #00a65a; color: white; padding: 5px;">Submit</p> </div>

Delegation of first level: A Customs Representative or an Economic Operator Employee can represent an Economic Operator for some specific tasks

The delegate checks the box specifying he/she wants to act on behalf of a natural or legal person, provides the type of Actor (EO, Representative or Employee), type of ID and the ID, either for a central or a local delegation

After submitting, the delegate will use his credentials (depending of the Member State).

The image shows two side-by-side screenshots of the authentication interface for UUM&DS. The top header reads 'Authentication with delegation for:'. The left screenshot is titled 'MS Type A/B/C - Second Level Mandated Person representing an EO'. It contains the following fields: 'Select the domain of the application you request access to' (Customs), 'Select the country where you want to be authenticated' (eIDAS configured with BE country code), 'Select your type of actor' (Employee), 'Do you want to act on behalf of ...?' (radio buttons for 'Myself' and 'The following (natural/legal) person with:'), 'Type of actor' (Economic Operator), 'Type of ID' (EORI), 'ID' (BE12456), 'As an immediate delegate' (radio buttons for 'As an immediate delegate' and 'Having a mandate from'), 'Type of actor' (Customs representative), 'Type of ID' (EORI), 'ID' (1456), and a checked checkbox 'I give my consent to request my Identity Profile information and share it with UUM&DS and Customs EIS'. The right screenshot is titled 'MS Type D - WAYF (type D) - CR representing an EO'. It contains: 'Select the domain of the application you request access to' (Customs), 'Select the country where you want to be authenticated' (Monitoring), 'Select type of actor' (Customs representative), 'Type of ID' (EORI), 'ID' (DE800176248706063), 'I am acting on behalf of:' (radio buttons for 'Myself' and 'The following (natural/legal) person with:'), 'Type of actor' (Economic Operator), 'Type of ID' (EORI), 'ID' (CY007399093), 'Directly' (radio buttons for 'Directly' and 'Having a mandate from'), and a checked checkbox 'I give my consent to request my Identity Profile information and share it with UUM&DS and Customs EIS'. Both forms have a 'Submit' button at the bottom.

Delegation of second level: An Employee of a Customs Representative (CR) can act on behalf of an Economic Operator (EO). CR can mandate one of his Employees to act on behalf of the EO.

A mandated person will check the box specifying that he has a mandate and provide additional information, such as ID of the Delegate. It also check the legal disclaimer

4.4 Dashboard of UUM&DS

When Authentication and authorisation process is completed, the user is directed to the Administrative Application of UUM&DS, which opens the Dashboard. The Dashboard shows three fields: My Notification, My Tasks and My Delegations

5 Certificate registration

5.1 About Digital certificates

A digital certificate is the electronic credentials that bind the identity of the certificate owner to a pair of electronic encryption keys, one public and one private, that are used to encrypt and sign online communications between browser and website.

The digital certificate verifies that a person is who claims to be and provides the means to decrypt the message.

A digital signature is a Cryptographic way using private key to encrypt and public key to decrypt. Qualified certificates for electronic signatures or seals and qualified timestamping services are listed in a Trusted List in all European Union and European Economic Area Member states.

<https://webgate.ec.europa.eu/tl-browser>

Economic Operators need to register qualified certificates in UUM DS system to use them.

5.2 The digital certificate registration process

Not holder of the key:

- 1) Insert the certificate details;
- 2) Upload
- 3) Sign when sealed

Holder of the key:

- 1) Insert the certificate details;
- 2) Download registration pdf.
- 3) Click on the Owner box and choose a Digital ID
- 4) Sign using a digital ID
- 5) Save the signed PDF file and upload it
- 6) Validity status of the certificate become "signing pending". It has been sent to be sealed by the EU Sealing service
- 7) When certificate is activated, the details are displayed
- 4) It can be revoked

5.3 What can go wrong when one is going to register his certificate

- 1) If the Certificate is not trusted or not valid, you can obtain it from Customs authority from the [Trusted List browser](#)
- 2) You must sign PDF with the same certificate as the one used in the process of registering
- 3) If the registration PDF has been altered or is not corresponding to the original one, you must use the original PDF you downloaded for signing without alterations.
- 4) If UUM&DS detects that the certificate is already registered, you need to use a different certificate.

5.4 About delegations

A delegation can be direct, indirect or mandate. The Delegator is the natural or legal person who owns the authorisations. The Delegate is the natural or legal person who is assigned the authorisation by the Delegator. The Mandate is the natural person who is assigned the authorisation by the Delegate.

Delegation of first level: The Delegator (EO) assigns the Delegate (Customs representative or EO's employee) to act on his behalf

Delegation of second level: The Delegate (EO's Customs Representative) further assigns the delegated authorisations to another person called Mandate (i.e. Customs Representative's employee).

UMM DS does not accept delegation without explicit period of validity. Maximum period is one year and cannot be extended.

5.5 The delegation process

The Delegator (EO) creates a delegation;

The Delegate checks it and can accept, reject, ask for amendment, reject or accept amendment. Both can revoke it.

The Delegate can further delegate to mandated person. The mandate can accept, reject, ask for amendment

Created the delegation process!

Creation of a second level delegation

UUM&DS
Domain Customs *R242

European Commission > UUM&DS > Delegations > Add delegation

CR Test (User)

Delegation:

Name: * George's delegation

Contractual reliability: * Standard

Type of delegation: * Mandate

Delegation of certificate: * No delegation of certificate

Delegation scope: * All

Description: * Jan, the Customs Office, has been granted authorisation of Gourmet food to George, an employee of his

Delegator: * EO Test legally

Delegate: * EORI BE787878

Valid from: * 20-11-2020

Valid to: *

Applications not protected by policies

November 2021

Delegated business profiles

Add business profile: Select a business profile

1 valid delegation authorisations

Done

5.6 What can go wrong when EO and its Customs representative are going to create the delegation?

- 1) If authentication fails because of invalid credentials, you must contact your National Service Desk which is the Single Point of Contact

- 2) If the authorisation fails because of lack or mismatch of business profiles (application rights), or in case of not valid or expired delegation for Customs Representatives or employee, you have to check your delegation details, or contact TAXUD support team: support@tsmtaxud.europa.e
- 3) Due to inactivity for more than 5 min in the WYAF page, you cannot log anymore into the system. You must close the browser and retry a new session.

6 Notification management

The Notifications from the system can keep the actor informed for specific events like Delegation requested, Delegations Approved, Delegation Rejected etc

The notifications can be managed by clicking on the gear in the “My Notifications” panel of the dashboard. You can subscribe and unsubscribe to notifications.

Remember, this is a quick and handy summary of the most relevant course information. Only the European Union legislation published in the Official Journal of the European Union is deemed authentic. The Commission accepts no responsibility or liability whatsoever with regard to the training.