AT ISSUER - USP REGISTERING FOR PRODUCTION SYSTEM

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1 General information

Economic operators (manufacturers) who want to register with Track & Trace in Austria require valid access to the Austrian Business Service Portal (USP).

In order to register an organisation in the USP, both the organisation and the person, who is going to act in behalf of it, have to be enrolled in the Austrian registers (Central Registers).

If you have any questions to the Austrian Business Service Portal (USP) registration, please contact info@usp.gv.at.



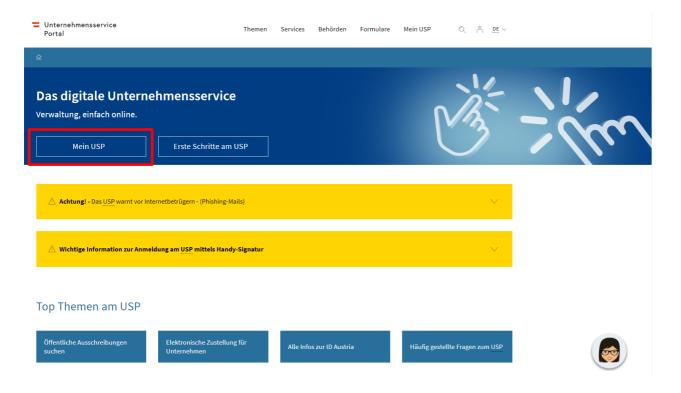
2 Registering Central registers for natural person for Countries Supporting electronic identity (eID)

The following EU member states support the use of an electronic identity (eID):

- Belgium
- Germany
- Estonia
- Croatia
- Italy
- Latvia
- Lithuania
- Luxembourg
- Netherlands
- Portugal
- Slovakia
- Spain
- Czech Republic

For the registration of the natural person by using electronic identity (eID) please select the following page: www.usp.gv.at

After that the following page will be opened and please select the link "Mein USP":





After that, please click on the field "Mit digitaler Signatur anmelden".

Anmeldung bei Mein USP

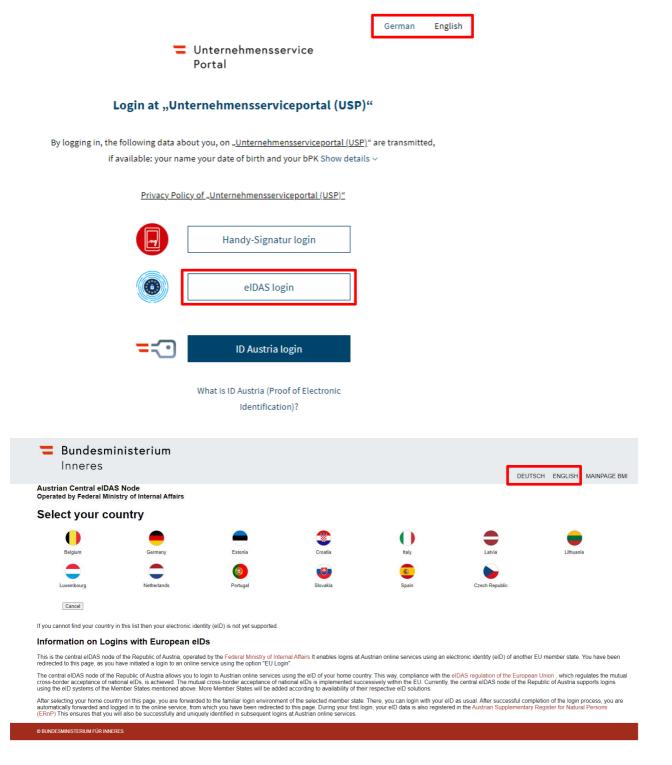


Antworten auf die häufigsten Fragen finden Sie auf unserer $\underline{\text{FAQ-Seite}}$.

Sollten Sie dennoch Fragen haben, erfahren Sie auf unserer Kontaktseite, wie Sie uns erreichen können.



The language can be changed from German to English on the top right. Pleas click on the field "eIDAS login" and select your country.



If the page does not work then please follow the steps under the menu: Registering Central registers for natural person

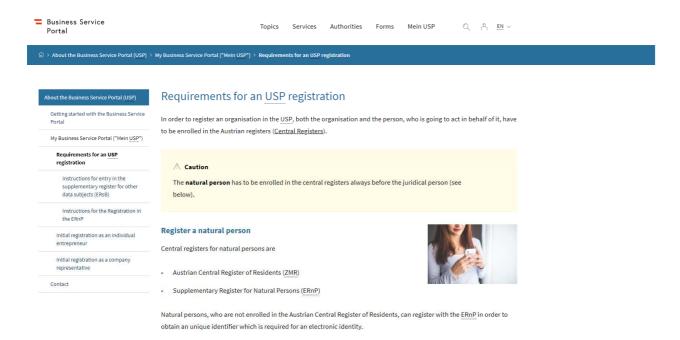


3 Registering Central registers for natural person

Loading page:

https://www.usp.gv.at/en/ueber-das-usp/index/Mein-USP/Voraussetzungen-fuer-eine-Registrierung.html

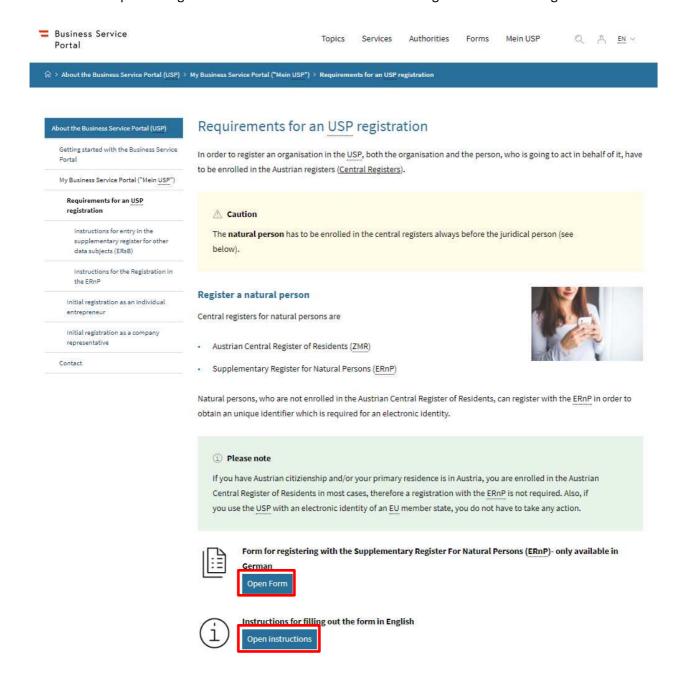
The following page is now loaded:





The natural person has to be enrolled in the central registers always before the juridical person. For this please fill out the form ERnP (Supplementary Register for Natural Persons)

You can find help for filling out the form under "Instructions for filling out the form in English".





Please click the button "Formular SZRB-ERnP1 öffnen"



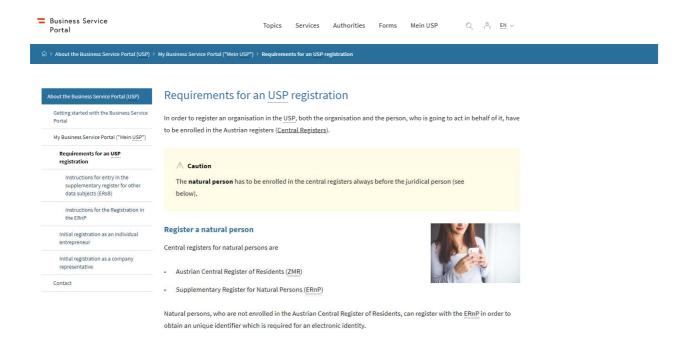
Please send the filled form to: post.szrb@bmf.gv.at



4 Registering supplementary register for Oother data subjects

Loading page:

https://www.usp.gv.at/en/ueber-das-usp/index/Mein-USP/Voraussetzungen-fuer-eine-Registrierung.html



For the registration of the company must fill out the form: Supplementary Register For Other Data Subjects (ERsB)

You can find help for filling out the form under "Instructions fort he ERsB form in English".



🏟 > About the Business Service Portal (USP) > My Business Service Portal ("Mein USP") > Requirements for an USP registration



Instructions for filling out the form in English

Open instructions

Register an organisation

Central Registers for jurical persons are



- Company Register [Firmenbuch]
- Central Association Register (ZVR)
- Supplementary Register For Other Data Subjects (ERsB)

Juridical persons, especially Non-Austrian organisations, can register with the ERSB, if they are not enrolled in the Company Register [Firmenbuch] or Central Association Register (ZVR) and require an unique identifier in order to use Austrian eletronic government services, such as the USP.



Austrian sole proprietors with a registered trade do not require an entry in the Supplementary Register (ERSB), as this is done automatically during trade registration.



Form for registering with the Supplementary Register For Other Data Subjects (ERsB)

in German - if you have an EU-conform electronic identity

Open Form



Form for registering with the Supplementary Register For Other Data Subjects (ERSB)

in German and if you do not have an EU-conform electronic identity



Instructions for the ERSB form in English

(valid for both form variants)

Open instructions

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Responsible for the content: Federal Ministry of Finance