



ISAMM LORI

1. časť - žiadosť o prístup

30/07/2020

Pôdohospodárska platobná agentúra



Prosím postupujte podľa jednotlivých krokov:

KROK 1:

Otvorenie stránky EU-MS, klik na odkaz <https://webgate.ec.europa.eu/agriportal/awaiportal/>

Nastavte si prosím slovenský jazyk.
Zobrazí sa vám prihlasovacia stránka do AWA
portálu.
ECAS je konto na AWA portáli.



KROK 2:

vytvorenie si nového účtu na AWAI portáli

Ak nemáte vytvorený žiadne konto na AWAI portáli je potrebné si ho vytvoriť, kliknite prosím na odkaz „vytvoriť nový účet“

Operátor (žiadateľ) použije pri žiadosti o ECAS **len tie e-mailové adresy**, ktoré sú uvedené v žiadosti o registráciu dovozcu/vývozcu, ktorú doručil predtým na Pôdohospodársku platobnú agentúru. Používajte kontaktné údaje štatutárneho zástupcu alebo jeho povereného zástupcu, ktoré sú uvedené na žiadosti o registráciu dovozcu/vývozcu.

Vyplníte požadované údaje v predmetnom formulári. Po vyplnení všetkých povinných polí kliknite na odkaz „vytvoriť nový účet“.



KROK 3:

Potvrdenie konta ECAS AWAI portálom

Následne dostanete e-mailovú správu s odkazom, kde po jeho kliknutí si vytvoríte a potvrdíte heslo.

Dear AEH TEAM,

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

Your user name is **AEHtestuser**.

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=nteamah&resetCode=BUocVnbzQZWMSxMDmUzqXTgeNl>

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

Instead of replying to this message, if you have a problem, please follow the help or contact information on the site where you were trying to register.



KROK 4:

Vytvorenie si žiadosti o prístup do ISAMM-u – produkčné prostredie

Kliknite na odkaz:

<https://webgate.ec.europa.eu/agriportal/awaiportal/>,
prihláste sa pod svojou e-mailovou adresou a zvoleným
heslom.

IMPORTANT: For the correct functioning of the Portal it is mandatory to disable any pop-up blocker in use. Please contact your local IT Support for further assistance. ***

 Európska komisia | AGRICULTURE WEB APPLICATIONS INTERFACE

Training & Acceptance

DG Agri Information Systems Portal

[Register with AWAI](#)
[Declare or modify an SLB or an NUA](#)

Other DG Agri Systems
[E-Bacchus site on Europa](#)
[E-Spirits site on Europa](#)

If you are already registered with AWAI, push "Login" below;
 if not, please visit the link [Register with AWAI](#) in order to be
 informed about the access procedure.

Login

18/09/2015 - A brand new AWAI Portal!

A new version of the AWAI portal, comprising also the functionality of the old public EU-MS is planned to be made operational soon. Users may already test the new Portal functionality on the acceptance (test) version of the portal.



KROK 5:

Vytvorenie si žiadosti o prístup do ISAMM-u

Kliknite na odkaz:

<https://webgate.ec.europa.eu/agriportal/awaiportal/>,
prihláste sa pod svojou e-mailovou adresou a zvoleným
heslom.

A screenshot of the EU Login portal. At the top, it says "EU Login" and "One account, many EU services". There is a yellow button that says "Where is ECAS?" and a language selector set to "slovenčina (sk)". The main heading reads "DG Agriculture and Rural Development AWAI Portal požaduje overenie totožnosti". Below this, a large text prompt says "Ak chcete pokračovať, prihláste sa". The login form itself has a text input field labeled "Použite svoju e-mailovú adresu" with a cursor inside. Below the input field is a blue button labeled "Ďalej". Underneath the button is a link that says "Vytvoriť nový účet". Below this is a horizontal line with the word "Alebo" in the center. Underneath the line, it says "Alebo použite elektronickú identifikáciu (e-ID) svojej krajiny". At the bottom of the form is a blue button with a white person icon and the text "Vyberte vašu krajinu".



KROK 6:

Vytvorenie si žiadosti o prístup zadajte príkaz v stĺpci „request“ v riadku pre ISAMM_CM

Sign-up with AWAI

DG Agriculture and Rural Development requires that you register with AWAI before you can use any of its applications. The registration process consists of the following steps:

1. You must fill-in and submit a 'Request for Declaration of a New User', selecting the application you need access to;
2. If your request needs to be approved by a National User Administrator (NUA), you must print, sign and send the request to the NUA, as prompted by the system;
3. In any other case, you must print, fill-in, sign, scan and re-upload the scanned request back to the system;
4. You will be promptly notified by e-mail as soon as your request is approved.

Please click on the "Request" icon to select the application you need access to and start the registration process.

Please note that after selecting your application, it will not be possible anymore to select another application unless you cancel your request and restart.

Application name	Description	Request
ANGE_BLEU_DIFFUSION	Consolidated Common Agricultural Policy (CAP) legislation	
ISAMM_CM	ISAMM communications	
OFIS-INTC	Ofis Irregularity Notifications Third Countries and CB annual reports	
P-STO	Calculation of expenditure generated by Member States' public storage operations (R. 1272/2009, 906/2014, 907/2014 and 908/2014)	
agrides-wusi	AGRIDES - File Upload & Log Viewer	
amis-quota	Management of the AGRI's import tariff quotas	
awfri	AMIS WEB Fruits and Vegetables	
caped	Common Agricultural Policy - Electronic Dictionary	
e-AGREX-3	EAGF declaration of the 3rd, of the 10th, T104, T103 and T101	
e-Ambrosia	Administrative processing of applications for name protection related to wines, aromatized wines, agricultural products and foodstuffs and spirit drinks	
eMLC	Registration System for DG Agriculture Advisory Groups	
eums	External Users Management System (National Users' Administration Module)	
ncn	Non Conformity Notifications	
ofa	Organic Farming Information System	



KROK 7:

Vytvorenie si žiadosti o prístup do ISAMM-u – produkčné prostredie
ISAMM_CM

Vyberiete si možnosť – „A member of an economic operator“ (člen obchodnej spoločnosti“)

Declaration of a new user (ISAMM_CM_TESTUSR) ⓘ

User profile selection 2. Contact details 3. Access rights encoding 4. Final validation

Please select your ISAMM user profile:

- ☐ A member of a competent authority (public administration)
- ☒ A member of an economic operator

Choose the first option if you will use ISAMM representing a competent authority (e.g. a national administration, ministry, ...) in order to send information to the European Commission. If you are an economic operator established in the customs territory of the Union who is part of the international supply chain and is involved in customs-related operations, you can use ISAMM to send information to the relevant national competent authority; in that case select the second option.

This choice cannot be changed once access rights have been requested.

The single liaison body will review this selection as part of the access request.

Cancel Back **Next** Save draft Submit



KROK 8:

Vytvorenie si žiadosti o prístup do ISAMM-u – produkčné prostredie ISAMM_CM, vyberte si v poli členský štát – „Slovensko (SK)“

DG AGRI required information

Organisation Info

Member State *

Organisation

EORI to associate		Add a new EORI
EORI	Address	ACTIONS

User Address Info

Address line 1 (street, number)

Address line 2 (postal code)

Address line 3 (city)

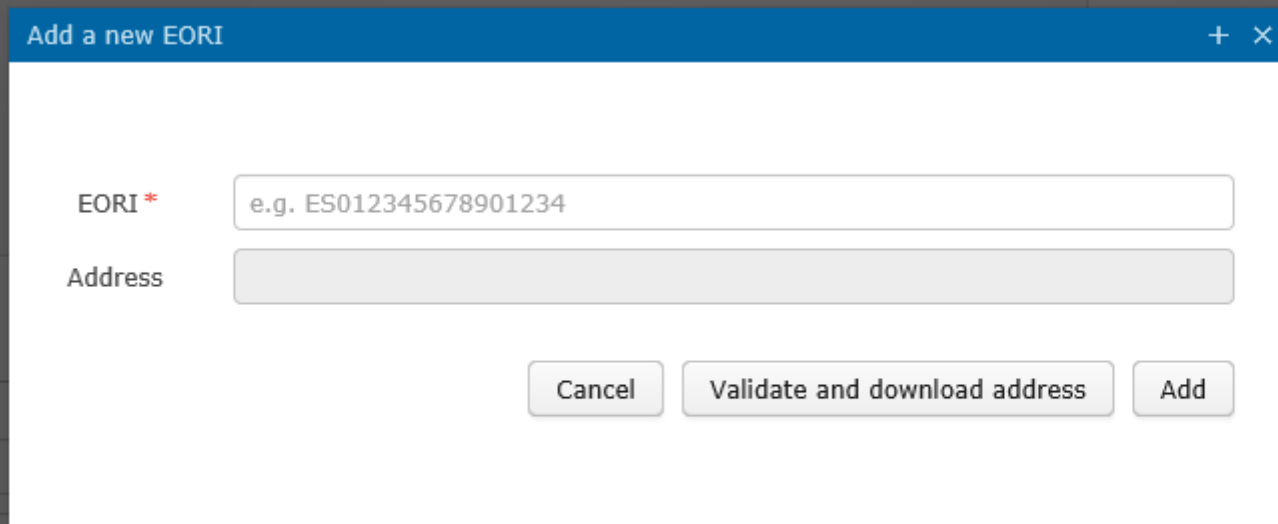
Country *

Phone n. *

Fax n.

KROK 9:

Overte si pridelené číslo EORI zadajte číslo do poľa „EORI“, zadajte príkaz „validate and download adress“ a následne sa objaví sídlo danej spol. a zadajte príkaz „ADD“ .



The screenshot shows a web application interface with a dialog box titled "Add a new EORI". The dialog box has a blue header bar with the title and window control icons (+ and x). Inside the dialog, there are two input fields: "EORI *" and "Address". The "EORI *" field contains the text "e.g. ES012345678901234". Below these fields are three buttons: "Cancel", "Validate and download address", and "Add".

Add a new EORI

EORI *

Address



KROK 10:

Ak chcete evidovať ďalšiu spoločnosť, prosím zadajte príkaz „ADD a new EORI“ a postupujte podľa inštrukcii v kroku č. 9 .

Number State  Slovensko (SK) 

Organisation Virtual Organisation for all Operators in Slovakia (Slovak Republic) - SK100000

EORI to associate 

EORI	Address	ACTIONS
SK0100000000	Digital Park T, Elektrikova 21 851 04 Bratislava - mestská časť Mlynská Slakovica	

KROK 11: prístupové práva

Zadajte príkaz „ADD“ a následne v novom dialógovom okne si zvolíte „LORI“ a potvrdíte opäť príkazom „ADD“

Please use the tab below to **enable** your rights: your access rights can be requested for particular "Forms" or for all "Forms"

Business processes and sectors

Add Edit ⚠ The access rights based on combinations of Business processes and sectors concern all the existing and future forms associated to the combination

Business Process	Sector	Operator	Requested action	Undo
☐				

Groups Operator

Business Process

☒ LORI

Sector

☒ Horticulture

Close Add

Cancel Back Next Save draft Submit

KROK 12:

Po vyplnění zadajte příkaz „next“ – dálej.

Declaration of a new user (ISAMM_CM)

1. User profile selection

2. Contact details

3. Access rights encoding

4. Final validation

Please use the tab below to encode your rights: your access rights can be requested for particular "Forms" or for all "Forms"

Business processes and sectors

Add Edit ⚠ The access rights based on combinations of Business processes and sectors concern all the existing and future forms associated to the combination

	Business Process	Sector	Operator	Requested action	Undo
☐	LORI	Horizontal	☒	to be added	

Cancel Back **Next** Save draft Submit



KROK 13:

Po vyplnení zadajte príkaz „submit“.

Registration of a new user (user_id=7)

1. User profile selection

2. Contact details

3. Access rights encoding

4. Final validation

Click on the Submit button below, to submit your request for this application

Your request will be validated by the responsible NUA.

Business processes and sectors			
Business Process	Sector	Operator	Requested action
LORI	Horizontal	☒	To Be added

Cancel Back Next Save draft **Submit**



KROK 14:

Po vygenerovaní žiadosti o prístupové práva, prosíme vytlačiť žiadosť (2x) a podpísať štatutárnym zástupcom spoločnosti, poprípade jeho povereným zástupcom (všetky kontaktné údaje musia byť identické so žiadosťou o registráciu dovozcu.

Následne odoslať na adresu Národnému administrátorovi (NUA, uvedenú na konci žiadosti) so sprievodným listom **p. Jozefovi Sólymosovi** z Oddelenia podpory užívateľov a aplikácií MPRV SR spolu so **žiadosťou o registráciu dovozcu a oznámením o pridelení registračného čísla.**

Vygenerovanú žiadosť o prístup prosíme preposlať na e-mailovú adresu licencie@apa.sk.

Declaration of a new user

The request has been succesfully registered under the number **SK19-00088**

Please read below the next actions to perform, then click 'Close' to return to the home page of the application

The request validation procedure must comply with the procedure defined by each Member state.

The form must be first validated by your hierarchy and then sent to the National User Administrator at the following address:

Name *Ministry of Agriculture and Rural Development of Slovak Republic*
Address *Informatics Department; Dobrovicova 12, SK-812 66, Bratislava, Slovakia (Slovak Republic)*
Phone n. [+421259266120](tel:+421259266120)
Fax n. [+421259266122](tel:+421259266122)



Schéma pridelenia prístupových práv v ISAMM-e , modul LORI



AGRI Portal

Vytvorenie žiadosti o prístup

Deklarácia nového používateľa

Odmietnutie

EUMS

Validácia žiadosti

ADMIN

Finalizácia validácie

ISAMM

Prístup do ISAMM-u

Žiadosti o ECAS

①

②

Potvrdenie žiadosti o ECAS

③

Žiadosť o prístup do ISAMM LORI

Používateľ sa sám zaregistruje

EU Login

OK?

Odmietnutie

Akceptovanie

Overovanie žiadosti

Overovanie ukončené ?

Áno

Používateľ má prístup do ISAMM LORI

Agriculture and Rural Development