

USER ACCOUNT REQUEST

The people involved in the process of filling out a BCD or a BFTRC that are not registered in the system, may request access to the application through the link "request an account" located in the application Login page.



The future user of the system is directed to the user registration page:

USER DATA

- The applicant must enter her/his Name and Surname, data that will be used by the system to generate a new user name
- The default language in which she/he wants to work with the application (Spanish, French or English)
- The email address in which she/he wants to receive the email user and password and other system communications
- Within the optional fields is recommended that the applicant also enters
 - The city name
 - Her/his address or business address if working for a bluefin related company
 - Company's phone number of the company, in the case of working for a bluefin related company
 - Company's fax number of the company, in the case of working for a bluefin related company

ROLE/S TYPE/S REQUESTED

- The applicant must indicate what roles is requesting.

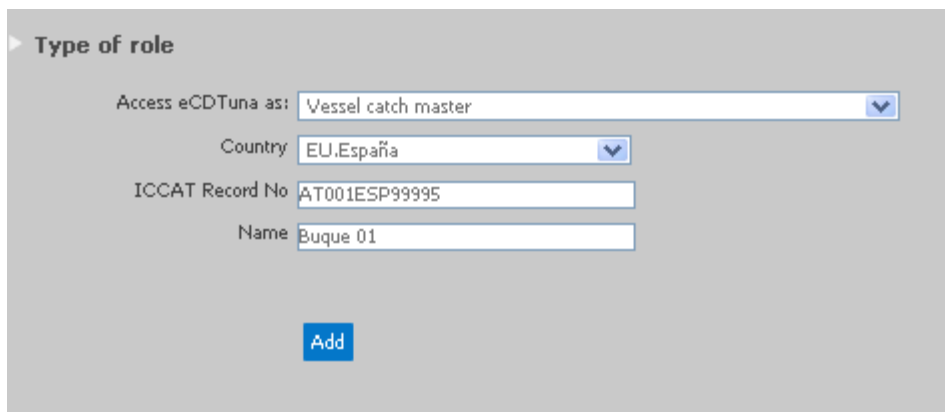
- After selecting the role, a form is displayed to enter the data of the entity (vessel, trap, farm, trading company) on which s/he wants to exercise that role.
- In a single session, the future user may request registration with as many roles as needed for her/his work. As roles are added, they will appear in a table under the section Type of role.

Access eCDTuna as:	Name	JCAAT No / No N. Registration	Country	
Exporter	Empresa000255	EU.ES-00001253	EU.España	
Farm representative	GRANJA 99998	ATEU1MLT99998	EU.Malta	
Vessel transport representative	Buque de transporte 002	AT001ESP99905	EU.España	
Vessel catch master	Buque 01	AT001ESP99995	EU.España	

Access eCDTuna as:	Name	No. National registration	Country	Address	Telephone	Email	
Importer	Empresa 000255	EU.ES-00001253	EU.España	Dirección	+3491256368	empresa000255@BFT.es	

TRAP/CATCH VESSEL REPRESENTATIVE, CATCH VESSEL MASTER OR TRAP OPERATOR ROLE REQUEST

- The procedure for requesting a user with permissions to manage any of these roles is the same
- The applicant must select the desired "role"
- The country of the catch vessel or trap
- ICCAT registration number of the catch vessel or trap
- The name of the catch vessel or trap
- **IMPORTANT:**
 - **User can be requested only for traps/vessels authorized to fish bluefin tuna. Vessels or traps must have assigned an ICCAT registration number.**
 - **In order to ensure data protection, the system does not check at this point if the name of the vessel or trap and ICCAT registration number is already registered in the system. This check is performed when the CPC Administrator evaluates the user's request**
- After entering the information, the applicant has to click on the button "Add"



► **Type of role**

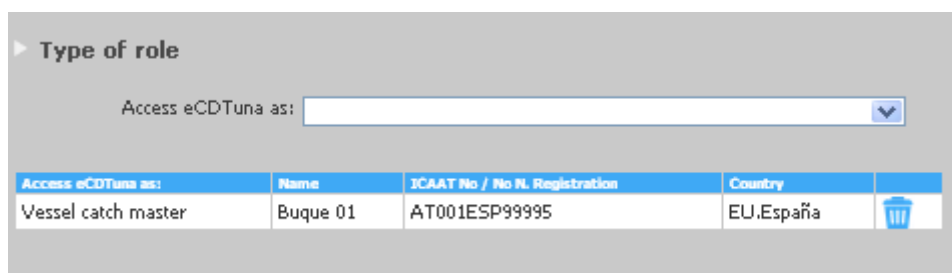
Access eCDTuna as:

Country:

ICCAT Record No:


Name:

- After adding the information of the vessel, it appears in a summary table where there's the option to delete the record by clicking the "Trash" icon



► **Type of role**

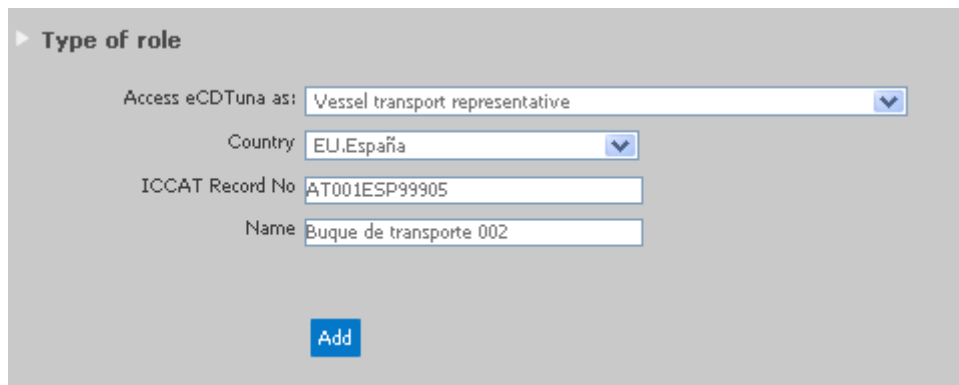
Access eCDTuna as:

Access eCDTuna as:	Name	ICCAT No / No N. Registration	Country	
Vessel catch master	Buque 01	AT001ESP99995	EU.España	

- A user can request permissions to manage more than one vessel even if they are from different flags.

TRANSPORT VESSEL MASTER/REPRESENTATIVE ROLE REQUEST

- The procedure for requesting a user with permissions to manage any of these roles is the same
- The applicant must select the desired "role"
- The country of the transport vessel
- ICCAT registration number of the transport vessel
- The name of the transport vessel
- **IMPORTANT: In order to ensure data protection, the system does not check at this point if the name of the vessel and ICCAT registration number is already registered in the system. This check is performed when the CPC Administrator evaluates the user's request**
- After entering the information, the applicant has to click on the button "Add"



► Type of role

Access eCDTuna as:

Country:

ICCAT Record No:

Name:

- After adding the information of the vessel, it appears in a summary table where there's the option to delete the record by clicking the trash icon



► Type of role


Access eCDTuna as:

Access eCDTuna as:	Name	ICCAT No / No N. Registration	Country	
Vessel transport representative	Buque de transporte 002	AT001ESP99905	EU.España	

- A user can request permissions to manage more than one vessel even if they are from different flags.

FARM OPERATOR/REPRESENTATIVE ROLE REQUEST

- The procedure for requesting a user with permissions to manage any of these roles is the same
- The applicant must select the desired "role"
- The country of the farm
- ICCAT registration number of the farm
- The name of the farm
- **IMPORTANT: In order to ensure data protection, the system does not check at this point if the name of the farm and ICCAT registration number is already registered in the system. This check is performed when the CPC Administrator evaluates the user's request**
- After entering the information, the applicant has to click on the button "Add"



Type of role

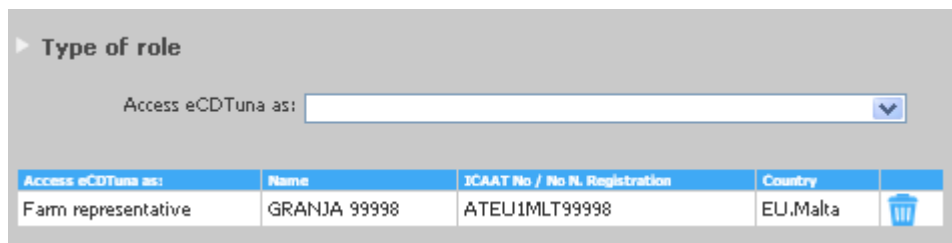
Access eCDTuna as: Farm representative

Country: EU, Malta

ICCAT Record No: ATEU1MLT99998


Name: GRANJA 99998

- After adding the information of the farm, it appears in a summary table where there's the option to delete the record by clicking the trash icon



Type of role

Access eCDTuna as:

Access eCDTuna as:	Name	ICCAT No / No N. Registration	Country	
Farm representative	GRANJA 99998	ATEU1MLT99998	EU, Malta	

- A user can request permissions to manage more than one farm even if they are from different flags/CPCs.

IMPORTER/EXPORTER ROLE REQUEST

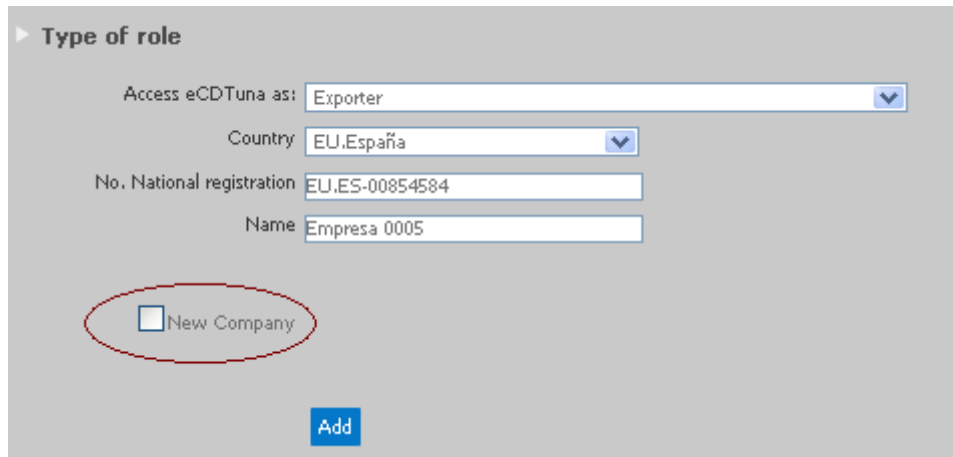
IMPORTER/EXPORTER LINKED TO A COMPANY ALREADY RECORDED IN THE SYSTEM

- The applicant must select the desired "role"
- The applicant has to left unchecked the box "New Company"

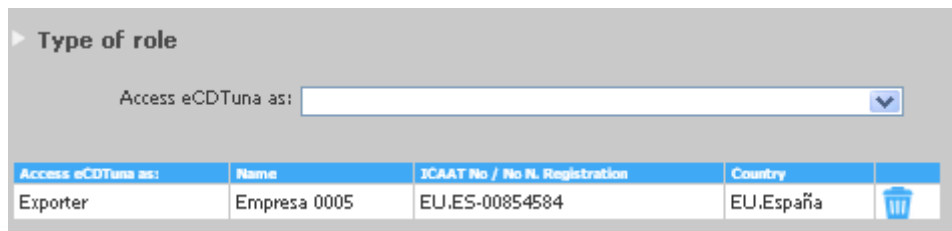



New Company

- The applicant must select the Country or CPC in which s/he carries his/her professional activity
- The applicant must enter the national registration number of the company which represents and its name. National registration number will be used by the system as an internal code to identify the company so it must be unique nationally.
- **IMPORTANT: In order to ensure data protection, the system does not check at this point if the name of the company and National registration number is already registered in the system. This check is performed when the CPC Administrator evaluates the user's request**
- After entering the information, the applicant has to click on the button "Add"



- After adding the information of the company, it appears in a summary table where there's the option to delete the record by clicking the trash icon



Access eCDTuna as:	Name	JCAAT No / No N. Registration	Country	
Exporter	Empresa 0005	EU,ES-00854584	EU.España	

- A user can request permissions to manage more than one company even if they are from different flags/CPCs.

**IMPORTER/EXPORTER LINKED TO A COMPANY NOT RECORDED IN THE SYSTEM:
RECORDING COMPANIES INTO THE SYSTEM**

- The applicant must select the desired "role"
- The applicant must check the box "New Company"



- Enter the name of the importer/exporter company
- The address of the company
- The national registration number of the company. National registration number will be used by the system as an internal code to identify the company so it must be unique nationally.
- The name of the farm
- The phone number of the company
- The email of the company
- Select the country to which they belong
- Click "Add"

Type of role

Access eCDTuna as:

New Company

Company

Address

No. National registration

Telephone

Email

Country

- After adding the information of the company, it appears in a summary table where there's the option to delete the record by clicking the trash icon

Type of role

Access eCDTuna as:

Access eCDTuna as:	Name	No. National registration	Country	Address	Telephone	Email	
Importer	Empresa 000255	EU,ES-00001253	EU,España	Dirección	+3491256368	empresa000255@BFT.es	

- An applicant can request permissions to manage more than one company even if they are from different flags/CPCs.
- If an applicant wants to request permissions to manage the roles "importer" and "exporter" for the new created company, the process is as follows:
 - Enter the information of the company linked to one of the roles (like in the previous example)
 - Add the other role leaving unchecked the box "New Company". The applicant has to enter the national registration number of the company indicated in the previous role.

Type of role

Access eCDTuna as:

Country

No. National registration

Name

New Company

Access eCDTuna as:	Name	No. National registration	Country	Address	Telephone	Email	
Importer	Empresa 000255	EU,ES-00001253	EU,España	Dirección	+3491256368	empresa000255@BFT.es	

- Requested data will be shown in two different summary tables. The option to delete the records by clicking the trash icon will appear for both requests.

► **Type of role**

Access eCDTuna as:

Access eCDTuna as:	Name	ICAAT No / No N. Registration	Country	
Exporter	Empresa000255	EU.ES-00001253	EU.España	

Access eCDTuna as:	Name	No. National registration	Country	Address	Telephone	Email	
Importer	Empresa 000255	EU.ES-00001253	EU.España	Dirección	+3491256368	empresa000255@BFT.es	

SECURITY

- To finish the request process, the applicant must enter the code provided in the Completely Automated Public Turing test to tell Computers and Humans Apart (Test captcha)

► **Security**

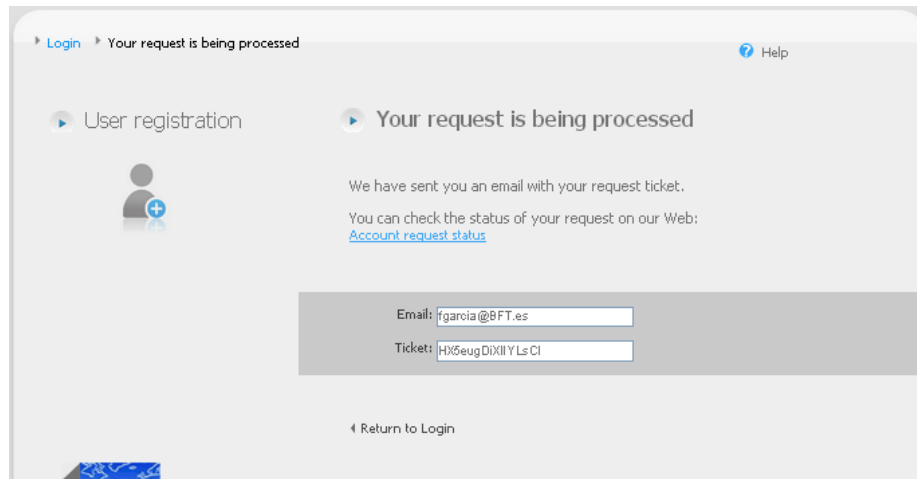
Write the word

[Return to Login](#)

- Click "Save"

CONFIRMATION OF REQUEST RECORDED

- Once you save the request, the system reports whether the request has been sent or not. If it has been sent, the system will provide a ticket number that along with your email address will allow you to check the status of your application



- The applicant also receives an email with the details of his/her ticket number

Your request has been successfully registered in the eBCD system and it is pending authorization from your CPC. You can check the status of the request by entering your email and the following identifier: HX5eugDiXIIYLsCl in the following link or navigating to the option "checking Account Statements".

Su solicitud ha sido registrada en el sistema eBCD correctamente y está pendiente de autorización por parte de su CPC. Puede consultar el estado de su solicitud introduciendo su email y el siguiente código identificado: HX5eugDiXIIYLsCl mediante el siguiente enlace o seleccionando la opción "verifique el estado de solicitud de cuenta".

Votre demande a été enregistrée correctement dans la système eBCD et se trouve en attente d'autorisation de la part de votre CPC. Vous pouvez consulter son statut en introduisant votre email et le code suivant HX5eugDiXIIYLsCl à l'adresse suivant ou via l'option "vérifier l'état de votre compte".

<https://etuna.iccat.int/CPC/Pages/UserPublicRegistration.aspx?n=Q>

Kindest regards,

eBCD Support Team

- The User is generated only after the CPC Administrator of the entity on which permission is requested accepts the request. In the event that the applicant has applied for permits to manage different flags entities or CPCs, the responsible for accepting the permissions will be the directors of the CPCs or flags involved. In this case the user is generated with the first application accepted.

ACCOUNT AND ROLE REQUEST STATUS CONSULTATION

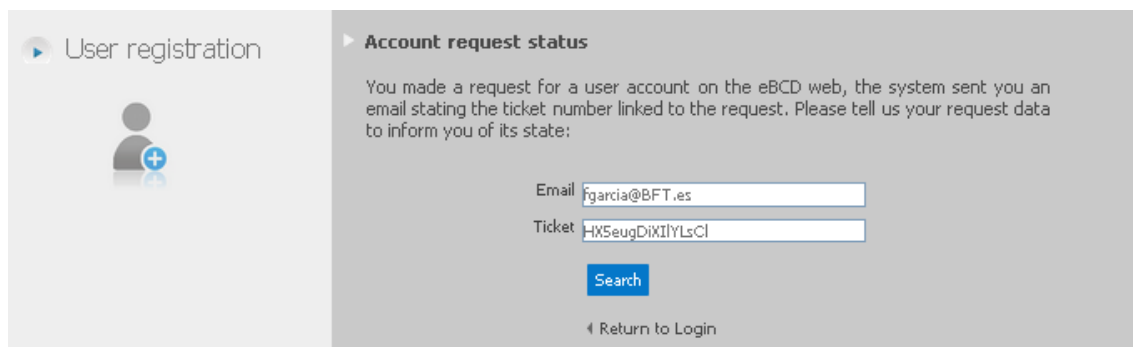
- The applicant can check at any time the status of her/his registration request and associated roles. To do this the user can access her/his request data.
 - Through the link provided in the email received when sending the request

<https://etuna.iccat.int/CPC/Pages/UserPublicRegistration.aspx?n=Q>

- Through the "status of an account request" option on the login page.



- Once you press the link a page opens with the data entered and the status of your request. In this phase data can not be edited.



The icon associated with each role indicates its process status:

- Pending 
- Accepted 
- Rejected 
- Bypassed by new request 

If the request is rejected the user will see in the Remarks the reason for the rejection, so s/he can edit and correct errors in order to start a new user request with proper data.

Data

State

Name

Sumames

Language

City







Address

Postal Code

Phone

Fax

E-mail

Access eCDTuna as:	Name	JCAAT No / No. Registration	Country		Notes
Importer	Empresa 000255	EU.ES-00001253	EU.España		
Exporter	Empresa000255	EU.ES-00001253	EU.España		
Farm operator	GRANJA 99998	ATEU1MLT99998	EU.Malta		
Farm representative	Buque de transporte 002	AT001ESP99905	EU.España		
Vessel catch master	Buque 01	AT001ESP99995	EU.España	 	No existe el número ICCAT