



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":

The screenshot shows the homepage of the Austrian Business Service Portal. The header includes the logo 'Unternehmensservice Portal' and navigation links for 'Themen', 'Services', 'Behörden', 'Formulare', and 'Mein USP'. A search bar and language selector (DE) are also present. The main banner features the text 'Das digitale Unternehmensservice' and 'Verwaltung, einfach online.' Below this, two buttons are visible: 'Mein USP' (highlighted with a red box) and 'Erste Schritte am USP'. Two yellow warning banners are displayed below the buttons, one regarding phishing and another about mobile signature registration. The 'Top Themen am USP' section includes buttons for 'Öffentliche Ausschreibungen suchen', 'Elektronische Zustellung für Unternehmen', 'Alle Infos zur ID Austria', and 'Häufig gestellte Fragen zum USP'. A user profile icon is located in the bottom right corner.



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

Anmeldung bei Mein USP



Anmelden mit Handy-Signatur & ID Austria

Melden Sie sich hier bequem mit Ihrer persönlichen Handy-Signatur, ID Austria oder mittels [EU-Login](#) an.

Mit digitaler Signatur anmelden

[Neu am USP? Jetzt registrieren!](#)

Anmeldung mit USP-Kennung ?

Teilnehmer-Identifikation

Benutzer-Identifikation

PIN

Anmelden

[PIN vergessen](#)

Antworten auf die häufigsten Fragen finden Sie auf unserer [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.
Please click on the field "eIDAS login" and select your country.

German English

Unternehmensservice
Portal

Login at „Unternehmensserviceportal (USP)“

By logging in, the following data about you, on „Unternehmensserviceportal (USP)“ are transmitted,
if available: your name your date of birth and your BPK Show details v

[Privacy Policy of „Unternehmensserviceportal \(USP\)“](#)



Handy-Signatur login



eIDAS login



ID Austria login

What is ID Austria (Proof of Electronic
Identification)?

Bundesministerium
Inneres

DEUTSCH ENGLISH MAINPAGE BMI

Austrian Central eIDAS Node
Operated by Federal Ministry of Internal Affairs

Select your country



Belgium



Germany



Estonia



Croatia



Italy



Latvia



Lithuania



Luxembourg



Netherlands



Portugal



Slovakia



Spain



Czech Republic

Cancel

If you cannot find your country in this list then your electronic identity (eID) is not yet supported.

Information on Logins with European eIDs

This is the central eIDAS node of the Republic of Austria, operated by the [Federal Ministry of Internal Affairs](#). It enables logins at Austrian online services using an electronic identity (eID) of another EU member state. You have been redirected to this page, as you have initiated a login to an online service using the option "EU Login".

The central eIDAS node of the Republic of Austria allows you to login to Austrian online services using the eID of your home country. This way, compliance with the [eIDAS regulation of the European Union](#), which regulates the mutual cross-border acceptance of national eIDs, is achieved. The mutual cross-border acceptance of national eIDs is implemented successively within the EU. Currently, the central eIDAS node of the Republic of Austria supports logins using the eID systems of the Member States mentioned above. More Member States will be added according to availability of their respective eID solutions.

After selecting your home country on this page, you are forwarded to the familiar login environment of the selected member state. There, you can login with your eID as usual. After successful completion of the login process, you are automatically forwarded and logged in to the online service, from which you have been redirected to this page. During your first login, your eID data is also registered in the Austrian Supplementary Register for Natural Persons (ERnP). This ensures that you will also be successfully and uniquely identified in subsequent logins at Austrian online services.

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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:

Business Service Portal Topics Services Authorities Forms Mein USP   **EN** 


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

About the Business Service Portal (USP)

- Getting started with the Business Service Portal
- My Business Service Portal ("Mein USP")
- Requirements for an USP registration**
- Instructions for entry in the supplementary register for other data subjects (ERsB)
- Instructions for the Registration in the ERnP
- Initial registration as an individual entrepreneur
- Initial registration as a company representative
- Contact

Requirements for an USP registration

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](#)).


 **Caution**

The **natural person** has to be enrolled in the central registers always before the juridical person (see below).

Register a natural person

Central registers for natural persons are

- Austrian Central Register of Residents ([ZMR](#))
- Supplementary Register for Natural Persons ([ERnP](#))



Natural persons, who are not enrolled in the Austrian Central Register of Residents, can register with the [ERnP](#) in order to obtain a unique identifier which is required for an electronic identity.



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".

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Getting started with the Business Service Portal

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Initial registration as an individual entrepreneur

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Requirements for an USP registration

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).

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Register a natural person

Central registers for natural persons are

- Austrian Central Register of Residents (ZMR)
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Natural persons, who are not enrolled in the Austrian Central Register of Residents, can register with the ERnP in order to obtain a unique identifier which is required for an electronic identity.

Please note

If you have Austrian citizenship and/or your primary residence is in Austria, you are enrolled in the Austrian Central Register of Residents in most cases, therefore a registration with the ERnP is not required. Also, if you use the USP with an electronic identity of an EU member state, you do not have to take any action.



Form for registering with the Supplementary Register For Natural Persons (ERnP)- only available in

German

[Open Form](#)




Instructions for filling out the form in English

[Open instructions](#)



Please click the button "Formular SZRB-ERnP1 öffnen"

 **Bundesministerium**
Finanzen

[Home](#) > [Services](#) > [Formulare Steuern & Zoll](#) > [Formular SZRB-ERnP1 9999](#)

Öffnen des Formulars SZRB-ERnP1 9999

(ohne Formularimport)

Importieren von Daten in das Formular SZRB-ERnP1 9999

Hier können Sie Ihre bereits gespeicherten Daten (PDF oder FDF) in das oben angegebene Formular einfügen. Wählen Sie dazu die betreffende Datei von Ihrer Festplatte über den Dialog "Auswahl der PDF- oder FDF-Datei" und klicken Sie anschließend auf den Button "in SZRB-ERnP1 importieren"!

Auswahl der PDF- oder FDF-Datei: Keine ausgewählt

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



4 Registering supplementary register for Other data subjects

Loading page:

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

Business Service Portal Topics Services Authorities Forms Mein USP **EN**

[Home](#) > [About the Business Service Portal \(USP\)](#) > [My Business Service Portal \("Mein USP"\)](#) > [Requirements for an USP registration](#)

About the Business Service Portal (USP)

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Requirements for an USP registration

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](#)).


Caution

The **natural person** has to be enrolled in the central registers always before the juridical person (see below).

Register a natural person

Central registers for natural persons are

- Austrian Central Register of Residents ([ZMR](#))
- Supplementary Register for Natural Persons ([ERnP](#))



Natural persons, who are not enrolled in the Austrian Central Register of Residents, can register with the [ERnP](#) in order to obtain a unique identifier which is required for an electronic identity.

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 for the ERsB form in English".



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 a unique identifier in order to use Austrian electronic government services, such as the [USP](#).

Please note

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

[Open Form](#)



Instructions for the [ERsB](#) form in English

(valid for both form variants)

[Open instructions](#)

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