

Deletion of allowances (new user interface)

Version 1: 01.02.2024

This type of transaction is available only for accounts in the Union Registry (EU code). The account holder can choose whether to voluntarily delete an amount of allowances held on his account. This action removes the allowances from the system so they can no longer be used (e.g. for compliance obligations), nor transferred elsewhere.

The deletion of allowances must be **proposed** by an authorized representative and **approved** by another authorized representative of the account having the right, respectively, to initiate and approve processes.

This type of transaction can be initiated at any time or day of the week, and is **executed immediately** after confirmation.

When proposing a deletion transaction, the authorized representative does not need to select the **acquiring account** as the system automatically transfer allowances to the Union deletion account based on the proposed operation.

If a deletion transaction has been initiated in error, the account holder may propose to the national administrator to carry out the **reversal of the completed transaction**, in a written request.

The request, including a statement indicating that the transaction was initiated erroneously or unintentionally, shall be duly signed by the account holder's representative(s) who are authorized to initiate the type of transaction to be reversed and shall be sent within ten working days of the finalisation of the process.

If the national administrator approves the request, it is sent to the central administrator (the European Commission) asking to reverse the transaction in the Italian section of the Union Registry. The central administrator approves the reversal provided that the operation has not been completed more than 30 working days before the national administrator's proposal.

Follow the instructions in the table to propose the deletion

Interface element	Action
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1

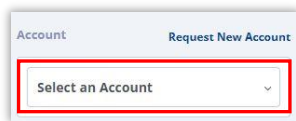


Log into the italian section of the Union Registry at <https://union-registry.ec.europa.eu/ar/>

Select “**Italy**” from the drop-down menu Find Registry and click **Login**.

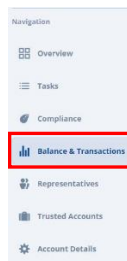
Login issue? Follow the instructions shown in the tutorial [Log into the Registry](#) in the [Tutorial and Guide](#) section of the ARIET website

2



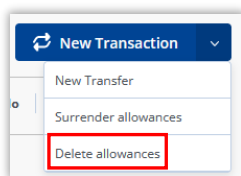
Select the account you want to work with in the drop down menu under the **Account** menu. All accounts you are appointed to as representative are displayed.

3



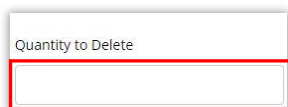
Click the **Balance & Transactions** tab from the left vertical menu (Navigation).

4



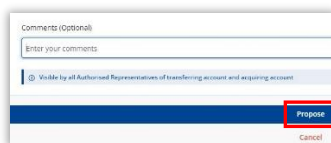
Expand the **New Transaction** dropdown list and select “**Delete allowances**”.

5



Enter the **Quantity to delete**.

6

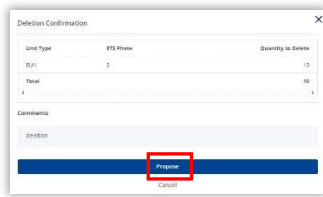


Enter a comment (optional) and click **Propose**.

Attention! Deleted allowances **do not account** for surrender or for the return of excess allocation.

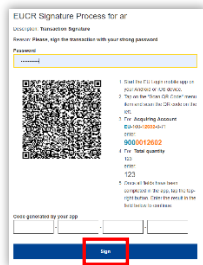
Interface element	Action
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7



Review the **quantity** of allowances to delete and then click **Propose**.

8



Sign your operation through EU Login: enter your **password**, open the EU Login mobile App on your mobile device and scan the **QR code**.

Enter the **values** provided by EU Login on the app and click "Next", enter the code generated by the app and click **Sign**.



Done!

Attention: the operation **must be approved** by another authorised representative with the right "approver only" or "initiator and approver". Follow the instructions shown in the tutorial [Approve an operation](#) in the [Tutorial and Guide](#) section of the ARIET website.

Please note that an account holder may decide not to require the approval of a second authorized representative to execute transactions (this decision may be revoked at any time). The decision, or the revocation of this decision, must be communicated via the ARIET website (please refer to the page [Changing the account security levels](#)).