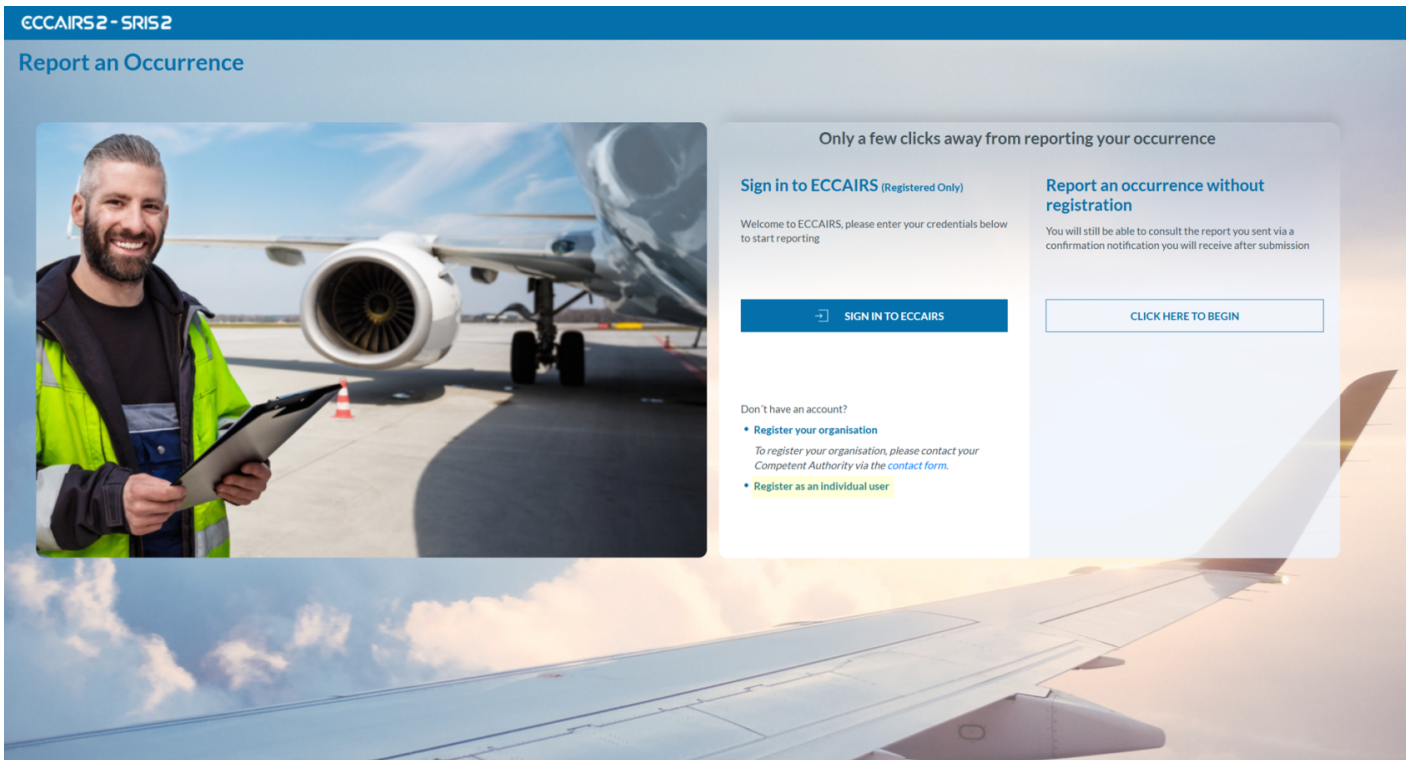


Registration as an individual

To begin your registration as an individual, please follow these steps:

1. Visit the E2 Reporting Portal at <https://e2.aviationreporting.eu/>.



2. On the center-bottom section, click on 'Register as an individual user' to proceed with creating your personal account.
3. You will need to select the appropriate authority that will receive the submitted reports.

Registration Form


Authority:^{*}


[✕ CANCEL](#)


In the dropdown menu, the list of authorities can be expanded or collapsed using the '+' or '-' symbol located to the right of 'EASA MS' or 'ICAO STATES':


Registration Form


Authority:*

select an item 

EASA MS 

ICAO STATES 

 ICAO

 United Kingdom

4. The system will display a registration form as follows:

Registration Form

Authority:*	<input type="text" value="EASA"/> x v
First Name:*	<input type="text" value="enter your first name"/>
Last Name:*	<input type="text" value="enter your surname"/>
Username:*	<input type="text" value="enter your username"/>
Email Address:*	<input type="text" value="enter your email"/>
Phone:	<input type="text" value="+49 123 456 7890"/>
Preferred Language:*	<input type="text" value="English"/> v
Reason to register:	<input type="text" value=""/> 0/1000

I am not part of any organisation* No

Privacy Statement

1. Description.

The European institutions are committed to protecting and respecting your privacy. The personal data collected and processed by the ECCAIRS 2 Central Hub website is governed by Regulation (EU) 2018/1725 of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data.

⊗ CANCEL

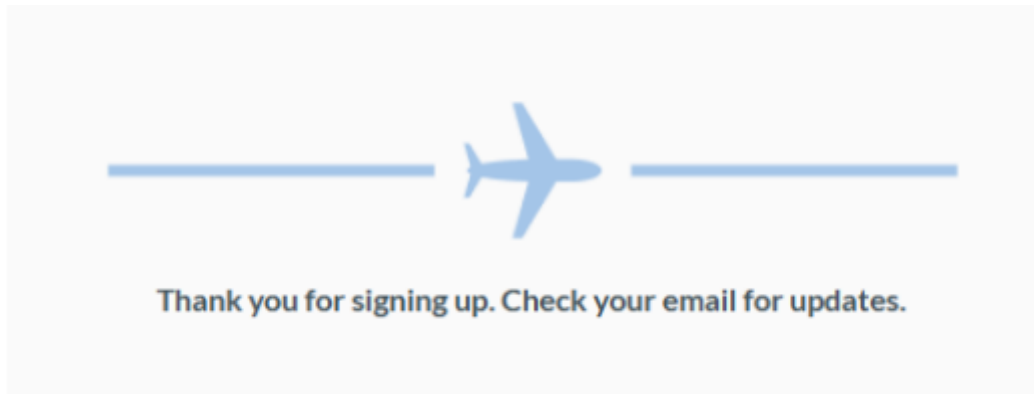
SUBMIT

You must fill in all the mandatory fields—this includes all fields except 'Phone' and 'Reason to register', which are optional.

Usernames must be unique. If your chosen name is already taken, you'll be asked to select a different one.

To confirm that you are not part of any organization, set the toggle switch to 'No'.

Once you have completed the form and clicked the 'SUBMIT' button, the system will display the following message:

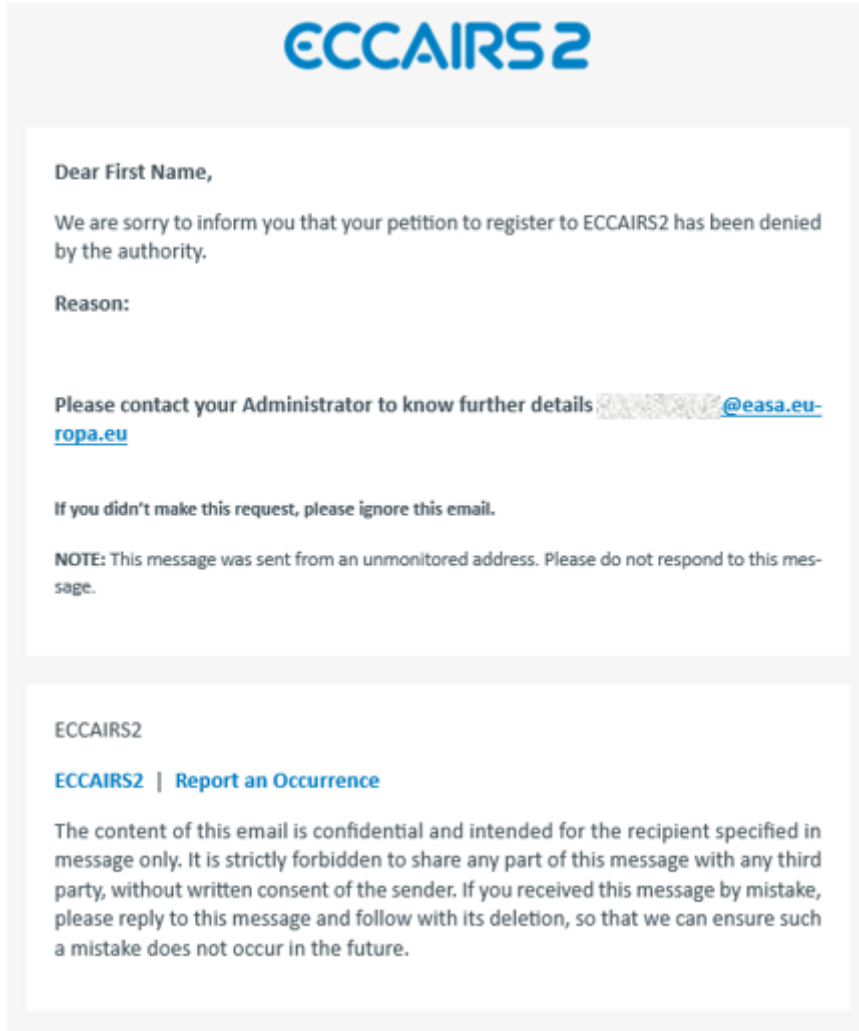


5. Check your email. The system will then automatically send you an email confirming that your request has been successfully received:



The authority indicated in the form is responsible for approving or denying the registration.

a. If your registration is denied, you will receive an email notification similar to the one shown below.



You can find the contact details of the Authority to know further details.

b. If the registration is approved, you will receive an email as follows:

ECCAIRS2

Welcome to ECCAIRS 2

You have recently signed up to ECCAIRS2.

Your ECCAIRS2 username is **YourUsername**

To complete your registration please click the following button:

ACTIVATE YOUR ACCOUNT

If you can't see the button please click or copy and paste the following link to your browser:

<https://e2.uat.aviationreporting.eu/set-password?code=1DE823ABB18F91C303667B41AF0BA56F>

If you didn't request to sign up to ECCAIRS2, please ignore this email

NOTE: This message was sent from an unmonitored address. Please do not respond to this message.

ECCAIRS2

ECCAIRS2 | Report an Occurrence

The content of this email is confidential and intended for the recipient specified in message only. It is strictly forbidden to share any part of this message with any third party, without written consent of the sender. If you received this message by mistake, please reply to this message and follow with its deletion, so that we can ensure such a mistake does not occur in the future.

6. Once you have received the activation email, by clicking on 'ACTIVATE YOUR ACCOUNT' you will be securely redirected to the portal where you can set your password.

Set password

Password:*



Confirm password:*

CANCEL

SUBMIT

7. Click 'SUBMIT' and you will receive a confirmation email shortly.

Note that the grants and generated web forms will be related to the competent Authority the Reporter has selected.

Revision #1

Created 2025-10-29 10:18:01 UTC

Updated 2025-10-29 10:34:03 UTC