



We are the world-leading
certification scheme for
wood pellets

Radix Tree Certification Platform

Invited to join Radix Tree

RADIX  **Tree**

What is Radix Tree?

- Radix Tree is a Certification Platform that serves as an online database and as a tool to connect for those present within the ENplus® scheme
- Radix Tree makes it possible to share documents, files, tutorials and other type of information with other actors in a simple and organized way.
- The ENplus® Certification Platform makes the communication between the different actors more simple and efficient.

I. Receiving the invitation from the Licenser

Congratulations on your invite!

- The email invite to join the ENplus® certification scheme and to go through the process that will initially set-up your company, your user profile and access to the RADIX Tree application
- Should you have not received the invitation email, we suggest checking your spam policy or spam folder first.
- We also suggest that you request “radix-tree.org” be whitelisted in your email or companies spam policies so that further registration or notification emails are not prevented from being delivered.



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RADIX Tree

Dear Pierre Holmes,

A RADIX Tree account has been created for you. To activate your DEMO account for RADIX Tree - Demo, click the link below. You will be taken to a page where you will also set a password for your account.

[Click here to activate your account](#)

If the link above is not displayed or does not work, copy and paste the link below to the address bar of your browser.

<https://aggkhc0kn.accounts.ondemand.com/ids/activation?token=112BE03422A6014BF5086466E008F62E38119897015B469FD7AC95B60CAE0AA0362D5BAA80FD108DCD6AF1722737D52BEF3C>

Bookmark the following link to remember your DEMO login details.

<https://qtsdemo-xb38f78280.dispatcher.hana.ondemand.com/#/home/login>

Best Regards,
The RADIX Tree Team

Activating your account

Once invited you should receive an email like the one below

- Please click the green button or follow the link you can see in the email. This will take you to the account activation where you can **set-up your password**.

RADIX Tree

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Setting up your password

Once saving your confirmed password, you will be redirected automatically to Radix Tree

- Following the link, the user will be asked to set and confirm their new password.
- Rules for setting your passwords are:
 - it **MUST** be at least 8 characters
 - and **MUST** include: 1 uppercase character, 1 lowercase character, 1 number, 1 symbol
- Forgotten password requests will send an email with a link for you to follow.

Activate Your Account

An account has been created for you with Global Traceability Identity Service for use with RADIX Tree - Demo. The account information we already have for you is below.

To begin using your account for RADIX Tree - Demo, set a password below.

Your contact details

First Name

Last Name *

E-Mail *

Set your password

Password *

Re-Enter Password *

Save

RADIX Tree Powered by GLOBAL TRACEABILITY

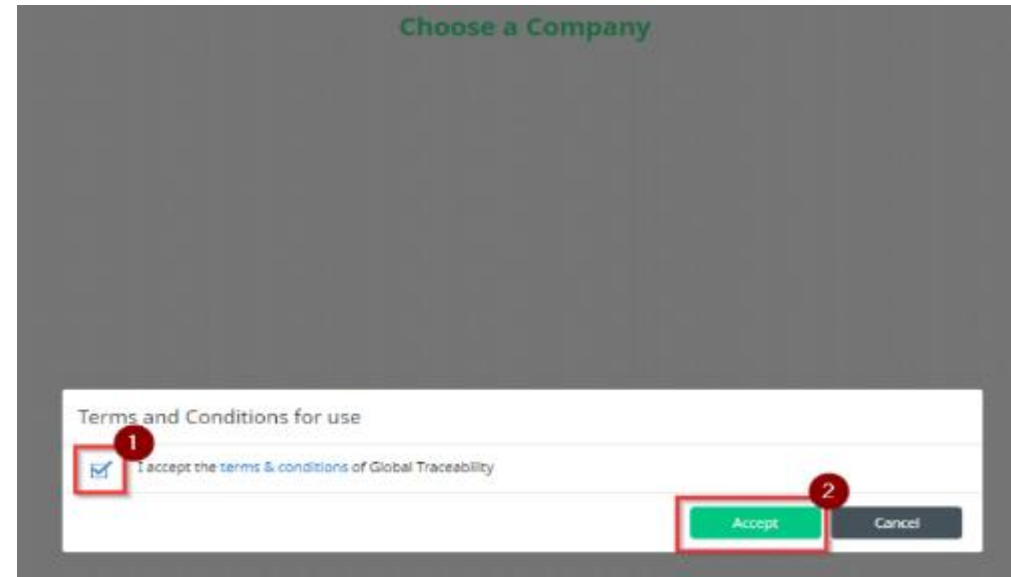


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Agreeing to terms and conditions

You will be asked to accept any terms and conditions

- Agreeing to terms and conditions will allow you access to the system, which takes you to your company's dashboard.



Update your company profile

Updating your company profile should be your **1st task** once you gain access

- Your company profile allows you to update your information that is dynamically used within Radix Tree

The screenshot displays the RADIX Tree dashboard interface. The top navigation bar includes the RADIX Tree logo, a user profile icon, and the text "Hello Tess Ting Juwi Bio GmbH". A dropdown menu is open on the right side, showing options: "Edit user profile", "Edit company profile" (highlighted with a red box), "View activity", "Change password", and "Logout". The main dashboard area is divided into three sections: "Business Relationships" (4 items, "You have no invitations", "+ Add new business partners"), "Transactions" (15 items, "List of transactions", "You have 7 accepted transactions", "You have 0 shared transactions", "You have 8 requiring actions", "+ Add new transaction"), and "Objects" (10 items, "List of objects", "+ Add new object").



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II. Receiving the invitation from the Conformity Assessment Bodies

Invitation from the Conformity Assessment Body

Certification Bodies and Testing bodies will invite their own certified companies to connect

- Your company will be invited by the Certification/Testing Bodies and will receive an invite by email and via the platform (this will be visible on the dashboard)

The screenshot displays the RADIX Tree dashboard interface. The top navigation bar includes the RADIX Tree logo, user profile information (Hello Tess Ting, Juwi Bio GmbH), and a search icon. The main dashboard is divided into three primary sections: Business Relationships, Transactions, and Objects. The Business Relationships section shows 3 items and highlights 'You have 1 invitation' in a red box. The Transactions section shows 15 items and lists: 7 accepted transactions, 0 shared transactions, and 8 requiring actions. The Objects section shows 10 items. A bottom navigation bar contains Document Library, Records, and Invoices. A sidebar on the left provides quick access to various dashboard features.



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Accepting the invite of the Conformity Assessment Body

- You **MUST** accept the invitation to allow the Conformity Assessment Bodies to start sharing information between your company and themselves
- This is necessary to receive your: Conformity report, Certificate or Laboratory report for example

The screenshot shows the RADIX Tree software interface. The 'Business Relationships' section is active, with the 'Invitations' sub-tab selected. A table lists a pending invitation from 'Tess Ting' to 'A Test TB' (Supplier). The 'Invitations' tab and the entire table row are highlighted with red boxes. The 'Action' column for this row contains 'Accept' and 'Decline' buttons, with the 'Accept' button also highlighted by a red box.

Sender Name	Company Name	Sent/Received	Status	BR Type	Action
Tess Ting	Ⓜ A Test TB	Received	Pending	Supplier	Accept Decline

III. All your ENplus® data stored at one place

Your Company profile – Business information

- **Business Information** contains the basic minimum information to allow ENplus® to communicate and interoperate with your company.
- All the mandatory fields are denoted with an asterisk (*)

RADIX Tree

Company Info

Business Information Certification information

Company Name*	Juwi Bio GmbH
Company Description	Juwi Bio GmbH
Contact Person First Name*	Nikoletta
Contact Person Last Name*	Fodor
Contact Person Email*	fodor@testbioenergyeurope.org
City*	Budapest
Street*	Ordogarok street 139
Country*	HU (Hungary)
Post Code	1029
Company Telephone	+36304166467
Company Website	https://www.do-you-get-me.com
VAT Number*	HU 2816464

Your Company profile – Certification information

- Certification information

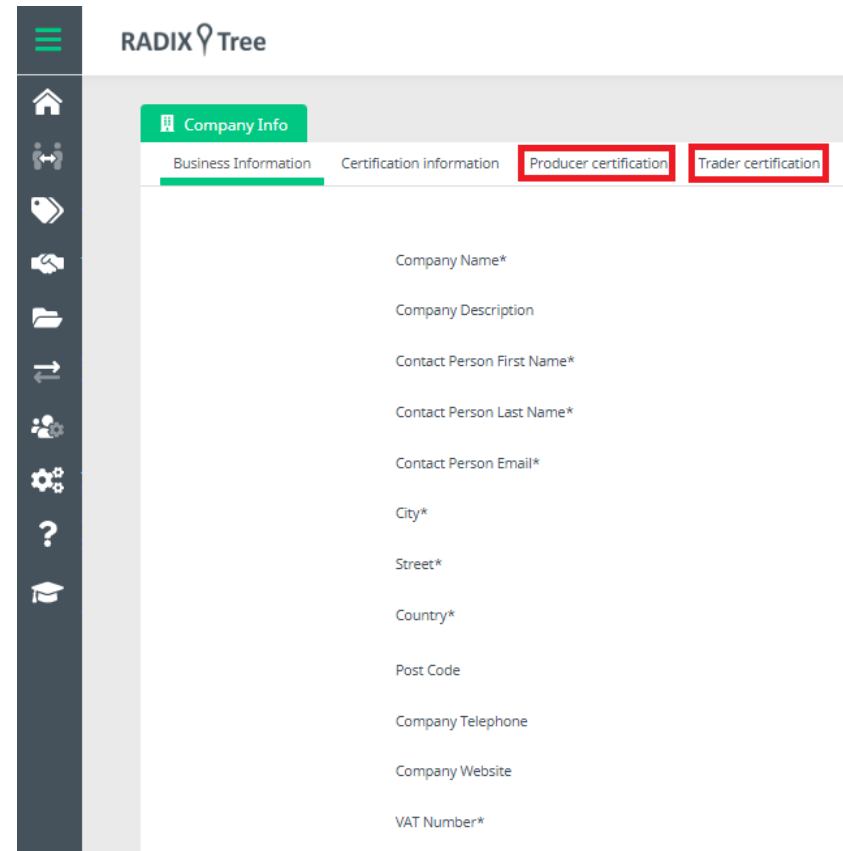
The screenshot shows the RADIX Tree web application interface. The top navigation bar includes 'Company Info' (highlighted in green), 'Business Information', 'Certification information' (highlighted with a red box), 'Producer certification', 'Trader certification', 'Bag designs', and 'Production sites'. The 'Certification information' section contains the following fields:

Licenser	<input type="text" value="Test Bioenergie Europe - ENplus®"/>
Certification body	<input type="text" value="A Test DEPI CB"/>
Inspection body	<input type="text" value="IUQ Dr. Krengel GmbH"/>
Testing body	<input type="text" value="A Test TB"/>
Company logo	<input type="button" value="Choose File"/> No file chosen <input type="text" value="logo_1.png"/> <input type="button" value="🗑"/>
Legal representative name	<input type="text"/>
Legal representative Email	<input type="text"/>
Legal representative telephone	<input type="text"/>
Alternate contact name	<input type="text"/>
Alternate contact Email	<input type="text"/>
Alternate contact telephone	<input type="text"/>
Alternate contact comments	<input type="text"/>



Your Company profile – Producer/Trader certification

- Within **Producer/Trader** certification you will be able to find more information regarding your certification
- You will also find your **Licensing Contract**

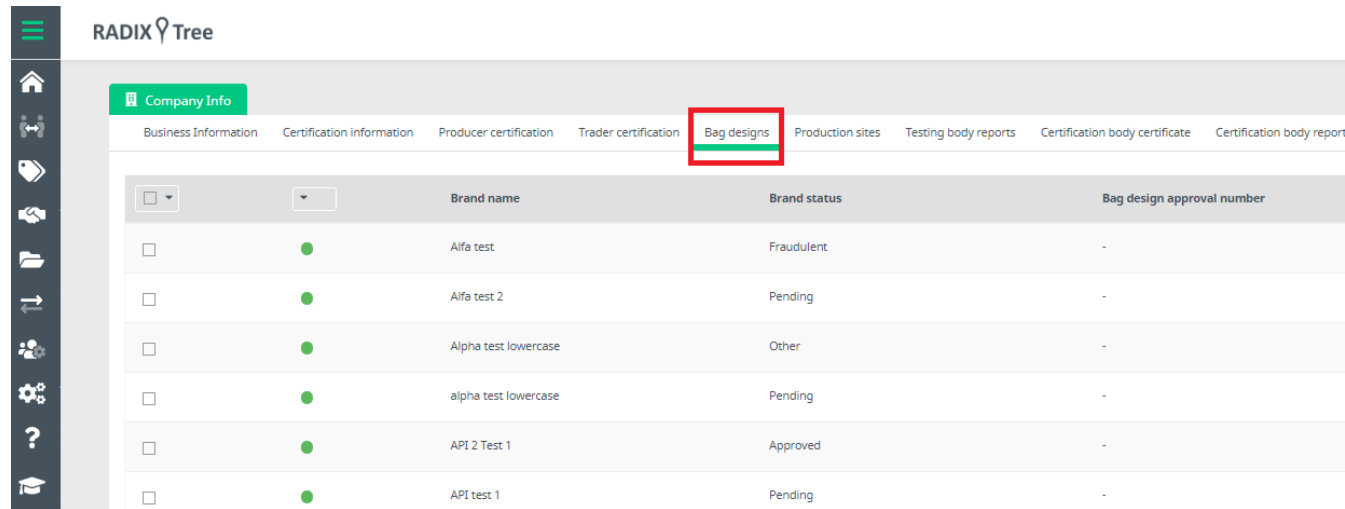


The screenshot displays the RADIX Tree web application interface. On the left is a dark vertical sidebar with various icons. The main content area is titled 'RADIX Tree' and 'Company Info'. Below the title, there are four tabs: 'Business Information', 'Certification information', 'Producer certification', and 'Trader certification'. The 'Producer certification' and 'Trader certification' tabs are highlighted with red boxes. The main content area contains a list of fields for company information, including:

- Company Name*
- Company Description
- Contact Person First Name*
- Contact Person Last Name*
- Contact Person Email*
- City*
- Street*
- Country*
- Post Code
- Company Telephone
- Company Website
- VAT Number*

Your Company profile – Bag designs

- In the **Bag designs** tab, you will find all bag designs that have been shared by your company with the ENplus® management.
- The status of a bag design can be the following:
Approved, No longer used, Pending



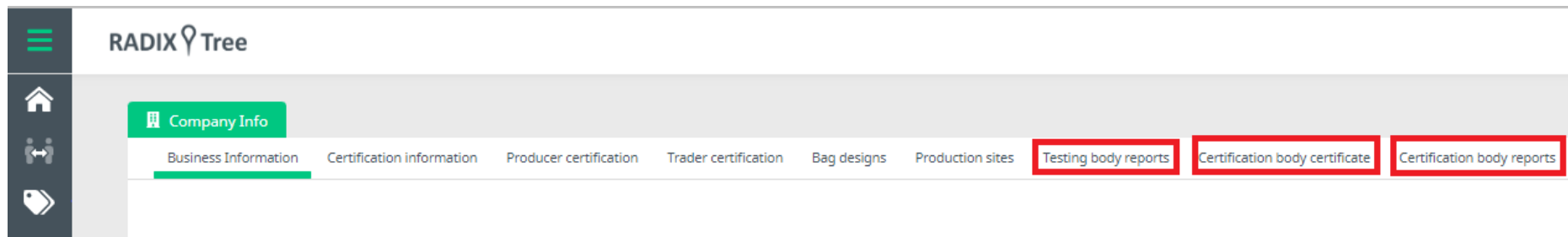
		Brand name	Brand status	Bag design approval number
<input type="checkbox"/>	●	Alfa test	Fraudulent	-
<input type="checkbox"/>	●	Alfa test 2	Pending	-
<input type="checkbox"/>	●	Alpha test lowercase	Other	-
<input type="checkbox"/>	●	alpha test lowercase	Pending	-
<input type="checkbox"/>	●	API 2 Test 1	Approved	-
<input type="checkbox"/>	●	API test 1	Pending	-



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Your Company profile – Certification documents

- **Certification body certificate:** This is where the Certification Body uploads the Certificates of your company
- **Certification body reports:** This is where the Certification Body uploads the Conformity reports of your company.
- **Testing body reports:** This is where the Testing Body uploads the Laboratory reports of your company



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