Accessing the iPIC platform

The iPIC (informal Prior Informed Consent) mechanism is a voluntary and informal system of information exchange on intended trade in substances controlled under the Montreal Protocol between the national authorities responsible for issuing import and export licenses.

The secure, password-protected online system is accessible to registered country member users (country focal points) where they can update their respective iPIC country data and consult those of other member countries.

Those interested to join iPIC can send a registration request through the site’s login page.

This brief document explains the steps to access the iPIC system.
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**Note:** Membership to iPIC is limited to government officials responsible for issuing import/export licences and quotas for Ozone Depleting Substances (ODS) and other substances controlled under the Montreal Protocol.

iPIC Members:

Simply enter your login credentials to access the iPIC platform.

If you have forgotten your password, click “Forgot Password” to reset it.

Non-iPIC Members:

If your country is interested in registering with iPIC, but does not yet have an account, you will need to designate your official country iPIC Focal Point – this person will be responsible for entering, updating and maintaining the iPIC country data. An alternate focal point can also be designated. In the absence of a designated Focal Point, the National Ozone Officer can also take on this role.

Visit the [iPIC login page](#) and click on “Submit Request” on the upper right corner of the page.
Complete the ‘Registration Request’ form with the required information. Tick the appropriate box to indicate if you are the designated Focal Point or not.

The iPIC Administrator will review your request and when confirmed, a notification email is then sent to the email address you provided (see below).

Dear Mr / Ms XXXXXXXX,

Your request had been validated by UNEP OzonAction. Please click the link below to create your iPIC Online login.

https://www.ozonaction.org/ipic/xxxxxxxxxxxxxxxx-xxxxxxxxxxxx=xxxx-xxxxxx

Regards,
iPIC UNEP OzonAction

(example notification email)
Click the link to complete your registration and create your username and password.

Once you have completed your registration, you will receive an email from iPIC confirming your successful registration.

In case you have not received a notification regarding your request, you may follow up by sending an email to unenvironment-ozonaction-ipic@un.org.

If you need any assistance:

Contact your UNEP OzonAction Regional Coordinators or the iPIC Administrators (unenvironment-ozonaction-ipic@un.org) who can respond to any further questions.