

Submitting a due diligence statement: checklist 2026

Registration, the seven fields, statuses, deadlines, grouping and the V3 interface on four pages.
Checked against Regulation (EU) 2023/1115 as amended by 2025/2650, Implementing Regulation (EU) 2024/3084 as amended by 2026/1565, user guide v3.0 (16 Sept 2026) and API reference 1.2 (11 Sept 2026).

Who submits

Role	Registration	Submission
Operator: import, export, production in the EU	mandatory	due diligence statement before placing on the market or export
Authorised representative established in the EU	mandatory	for the operator, role “Representing Operator”
Micro or small primary operator	mandatory	one-time simplified declaration
Downstream or trader, not an SME	mandatory (Art. 5(2))	none; verify numbers, consult content on substantiated concerns
Downstream or trader, SME	voluntary	none

Before the first statement

- ☐ EU Login created for a real person, work email, two-factor set up (password link valid for 90 minutes).
- ☐ Role “Operator” chosen; one account per user, further roles under it.
- ☐ Company searched (country, name) and joined, or created with “+ Create a new operator”; signed out and in again.
- ☐ Identifier stored: EORI for import and export, otherwise VAT number, tax number or company number.
- ☐ Companies outside the EU: EU EORI, email to the SANTE helpdesk with name, address, EORI, authority of the EORI state in copy; activity Import only.
- ☐ At least two administrators; approvals under “Actors” > “Users”.
- ☐ Large companies with the old role “Trader”: activity “EUDR Non-SME Downstream Operator or Trader” added.
- ☐ Acceptance environment acceptance.eudr.webcloud.ec.europa.eu set up (separate accounts, no legal effect).

The seven fields

Field	Mandatory	Content
1 Reference Number	system	only appears in status AVAILABLE
2 Activity	yes	Import, Export or Domestic; one activity per statement
3 Operator name and address	yes	from the registration; representatives: name, address, identifier of the represented operator
4 Place of Activity	no	Member State of activity, entry or exit
5 Additional information	no	free text for the authority only
6 Commodity(ies) or Product(s)	yes	HS code, description, quantity, wood species, production places
7 Grouped Statements	no	group own statements

Field 6 per product line

- ☐ HS code with at least the digits listed in Annex I, at most six digits.
- ☐ Description of the product.
- ☐ Import and export: net mass in kg without packaging, plus the supplementary unit for the HS codes in Annex 2 of the user guide.
- ☐ Domestic: net mass, volume or supplementary unit; an estimate with up to 25 % deviation is allowed.
- ☐ Wood: scientific and common names of all species.
- ☐ At least one production place per country of production: country, area in ha, geolocation (manual, GeoEditor or GeoJSON).
- ☐ If the statement covers several shipments: net mass as the total quantity of the period.

Submitting

- ☐ “Create draft”, check, then “Submit” and “Confirm & Sign”.
- ☐ Geolocation visibility checkbox set deliberately: it decides whether large downstream companies see the geolocation.
- ☐ Status AVAILABLE awaited; reference and verification number stored in the record.
- ☐ Reference number given to customs and customers only after checking.

25 MB

geolocation per statement

1,000 / 10,000

production places per line / per statement

50

drafts per operator (web interface only)

Statuses

Status	Meaning
NEW	created, not saved
DRAFT	draft: save, submit, delete
DELETED	deleted draft, removed after some days
SUBMITTED	risk profiling running; can be cancelled
CANCELLED	cancelled by the user
REJECTED	rejected by the authority, counts as not submitted
AVAILABLE	reference and verification number visible and usable
WITHDRAWN	withdrawn within the window
ARCHIVED	six months after AVAILABLE, still fully usable
GROUPED	merged into a grouping, invalid on its own

Deadlines

- **Numbers held back:** initially up to three working days, perishable goods 72 hours, extendable as needed (Art. 7(3) Impl. Reg.).
- **Amend or withdraw:** 72 hours after the reference number has been made available (Art. 5(1) Implementing Reg. 2024/3084); the API reference counts from submission.
- **Extension:** on a reasoned request by at most eight calendar days, also retroactively (Art. 5(4)).
- **Every amendment** creates a new risk profile for the whole statement (Art. 5(5)).

Blocked at once, even within the 72 hours: announced check (for its duration) · product placed on the market or exported · reference number given to customs · statement used in one of your own groupings.

Grouping (Art. 8a)

- ☐ Available statements of the same activity, up to 1,000 (API documentation: 2,000, archived too).
- ☐ Field 6 of the grouping statement filled in with all products and summed quantities; geolocation comes from the members.
- ☐ Only the new reference number to customers and customs; members stay invalid, even if the grouping is withdrawn.

Customs

- ☐ Statement available before the customs declaration is lodged.
- ☐ Reference number with the document code from TARIC (C716 for the due diligence statement).
- ☐ Quantities match between statement and declaration (net mass, supplementary unit).

The V3 interface at a glance

Topic	As of API reference 1.2 of 11 Sept 2026
Technology	SOAP over HTTPS; WS-Security UsernameToken with password digest, timestamp, header WebServiceClientId
Services	/tracesnt/ws/EUDRDueDiligenceStatementServiceV3 · /tracesnt/ws/EUDRSimplifiedDeclarationServiceV3 · echo service in acceptance only
Access	“Edit Profile” > “Web Services Access” > “Active” shows the authentication key; acceptance first, then production
Several companies	header BodyIdentity with the Web Service Access Identifier per company
Operations	submitDds (returns UUID) · getDds (up to 100 UUIDs) · getDdsByInternalReference (up to 1,000) · amendDds · withdrawDds · getDdsByIdentifiers
Fetching numbers	no earlier than 30 minutes after submission with getDds; no notification described
Limits	5 requests per second and IP, 10,000 per minute in total
Common errors	bare “InternalSystemException”: spaces or breaks in digest or nonce; “Timestamp expired”: clock off by over 5 minutes
Support	SANTE-TRACES@ec.europa.eu, for API questions start the subject with “EUDR API”

Where the Commission contradicts itself

Question	User guide v3.0	Other source
Products per statement	200	validation rules: 100
Minimum area for points	0.1 ha	validation rules: 0.0001 ha
Wood names	scientific name mandatory	validation rules: both
Size of a grouping	1,000	API documentation: 2,000
Start of the 72 hours	from AVAILABLE	API: from submission; Implementing Reg.: from reference number

Dates

- **15 Oct 2026:** allocation to the authority of the Member State of establishment.
- **30 Dec 2026:** obligations apply; emergency rules.
- **30 June 2027:** micro and small enterprises, except EU Timber Regulation products.

Polygon One generates the statement, submits it through the interface and writes the reference number back into the record.
Hubs: Polygon One GmbH · Düsseldorf, Germany · polygon-one.com/en/eudr-submit-due-diligence · Status 27 Sept 2026 · not legal advice
Back and call: polygon-one.com/en/contact