HOW DO I REGISTER MY ORGANISATION AS A NIS2 ENTITY?

What is the NIS2 law and why does it affect me?

The NIS2 law updates the Belgian legal framework for cybersecurity. The aim of the law is to strengthen cybersecurity measures, incident management and the supervision of entities providing services that are essential for maintaining critical societal or economic activities.

An organisation that falls within the scope of the Belgian NIS2 law is subject to a number of obligations, including registering with the Centre for Cybersecurity Belgium (CCB).

How do I know if my organisation falls within the scope of the Belgian NIS2 law?

You can use our online Scope tool.

By answering a few questions about your organisation, such as its size, sector, or services, you will receive an indication for what NIS2 entity category your organisation might qualify.

The CCB invites all organisations in Belgium, whether or not they fall within the scope of the Belgian NIS2 law, to register in order to benefit from free cybersecurity services.

How do I register my organisation as a NIS2 entity?

You can register your organisation by completing an online form on the Safeonweb@Work registration platform.

The registration platform is accessible to all representatives of enterprises and organisations in Belgium and their delegates. To be able to register on Safeonweb@work, your organisation must be registered with the Crossroads Bank for Enterprises and have either an enterprise number or an establishment number[1].

What information do I need to provide?

The information required to register includes size, sector, service provided, contact and network details. You can find a detailed list of the information to be provided in the table below this document.

With the exception of technical network information (domain names and IP addresses), most information is administrative.

---

[1] Organisations without a CBE number that need to register as a NIS2 entity in Belgium should contact the CCB at nis@ccb.belgium.be.

.be

Who can register my organisation as a NIS2 entity?

It is important for the CCB, as it is for every representative of an organisation in Belgium, to ensure that the person registering the entity actually represents it.

Legal representatives of any organisation with its own CBE-number can identify themselves via eID/ItsMe to register their organisation.

If you are not the legal representative of your organisation or if you wish to delegate access to another person in your organisation, you can use the official service for access to the Government's online platforms: My eGov Role Management.

Your organisation probably already uses this system, for example to delegate access to the VAT platform to your Finance Manager or the Social Security platform to your Human Resources Manager.

Depending on the size and structure of your organisation, the profiles who could potentially be empowered to grant/delegate access to Safeonweb@work could include: Management, Vice Management, Members of the Board of Directors, System Administrator, Executive Assistant/Management, IT Manager, Finance Manager, HR Manager, Data Protection Officer, etc.

Please ask your IT Manager or System Administrator for advice and consult our guide.

When do I have to register my organisation?

The deadline for registration depends on the type of entity. In principle, essential and important entities, as well as domain name registration service providers, have 5 months from the entry into force of the law to register. With the entry into force scheduled for 18th October 2024, registration must be completed by 18th March 2025 at the latest[2].

References:

- NIS2 Quick start guide: https://atwork.safeonweb.be/tools-resources/nis-2-quickstart-guide
- Safeonweb@work portal for registering your organisation as a NIS2 entity: https://atwork.safeonweb.be/register-my-organisation
- Step-by-step guide to registering for the first time: https://atwork.safeonweb.be/how-register-your-organisation-safeonwebwork-first-time
- Frequently asked questions about the platform: https://atwork.safeonweb.be/support

---

[2] With the exception of certain types of entities in the digital infrastructure and digital providers sectors (article 14 of the NIS2 law), which must register by 18 December 2024 at the latest.

CENTRE FOR
CYBERSECURITY
BELGIUM

.be

INFORMATION TO BE PROVIDED

Question	Description
Organisation size [Must also be completed for the public administration sector, but the values chosen have no impact for these organisations]	
The staff headcount of your organisation	In FTE, with three options: • < 50 FTE • 50 - 249 FTE • > 250 FTE
The balance sheet of your organisation	In million Euros, with three options: • < 10 mil. € • 10 mil. €, < 43 mil. € • > 43 mil. €
The annual turnover of your organisation	In million Euros, with three options: • < 10 mil. € • 10 mil. €, < 50 mil. € • > 50 mil. €
Organisation Sector(s)	
Sector(s), subsector(s) and entity type(s) in which your organisation has activities	Choose one or more from list, or choose "None of the above" (multiple choices possible)
Relation of the organisation to Belgium	
Is your organisation established in Belgium?	Yes / No
Does your organisation have its main establishment in Belgium?	Yes / No [Only for digital sector]
Is your organisation a CER entity or a critical infrastructure operator?	Yes / No
Does your organisation provide domain name registration services in Belgium?	Yes / No
Does your organisation deliver electronic communication services in Belgium?	Yes / No [Only for telecom in digital sector]
Is your organisation a government entity established by Belgium?	Yes / No [Only for public administration sector]
Member States where your organisation provides services	
The European Union Members States where your organisation provides services	Choose from list (multiple choices possible)

Address of your establishment in Belgium [NOT FOR DIGITAL SECTOR]	
Address	
ZIP code	
City	

Address of the organisation's main establishment [ONLY FOR DIGITAL SECTOR]	
Country	Choose from list
Address	
ZIP code	
City	

Address(es) of your other legal establishment(s) in the EU (1 per Member State) [ONLY FOR DIGITAL SECTOR]	
Country	Choose from list
Address	
ZIP code	
City	

Organisation contact information	
Email address(es) for cybersecurity reports	Max. 3 email addresses
Contact for Organisation Representative or Cybersecurity Manager (CIO/CISO)	Name, email, phone number
Contact for the technical manager for cybersecurity	Name, email, phone number [Optional]

Organisation network information	
Domain name(s) of your organisation	Ex.: myorganisation.be [Optional]
Public static IP address(es) or IP range(s) used for the provision of your services and for your activities	Public static IP address(es) or IP range(s) in IPv4 or IPv6 format.

CENTRE FOR
CYBERSECURITY
BELGIUM

.be