

RegData User Guide – Logging In

V0.1

September 2020

RegData is the FCA & PRA's regulatory reporting platform.

This user guide provides a step-by-step guide on how to log into RegData.

1. Navigating to RegData via the FCA website

To commence logging in to the RegData platform, first visit the FCA website

Step 1: Go to **FCA.org.uk** and click on the **RegData icon**

The screenshot shows the FCA website homepage. At the top left is the FCA logo (Financial Conduct Authority). To the right is a search bar. Below the logo is a navigation menu with buttons for 'About us', 'Firms', 'Markets', 'Consumers', 'News', and 'Publications'. The main content area features a large banner for 'Measures to help insurance customers' with a 'Find out more' link. To the right are sections for 'Firms' and 'Consumers', each with links to coronavirus-related information. Below this is a 'Coronavirus (Covid-19)' section with a link to a dedicated section. The 'Latest news' section displays three news items with dates. At the bottom is a row of icons for various services: 'Financial Services Register', 'RegData' (highlighted with a red box), 'Connect', 'FCA Handbook', 'Annual fees: online invoices', and 'Authorisation: new to regulation'.

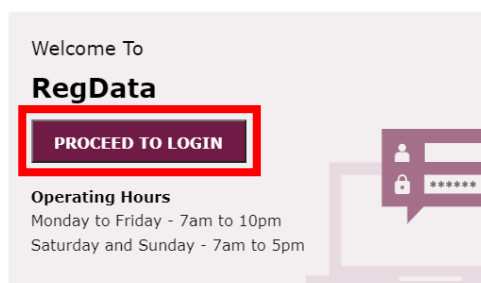
Step 2: On the RegData homepage, scroll down, and click on **Log in to RegData**

2. Logging into RegData

You will be taken to the RegData notice board. This page will provide you with the latest news on RegData, and we recommend that you visit the notice board for updates.

When you log into RegData, you will need to enter your username, password, and 6-digit one time passcode from either your authenticator app, SMS text or voice call to authenticate.

Step 3: In the top left, click on **Proceed to Login**



Support and Guidance

You can find explainer videos and user guides on how to register for access to RegData, inputting, validating and submitting your data, and performing administrative and user management functions. To access, [click here](#).

You can find useful guidance on a range of topics by clicking on [Help](#)

You can find guidance for completing data items by clicking [here](#)

If you are still looking for support, contact our [Contact Centre](#) [here](#)

Monday to Wednesday & Friday - 9:00am to 5:00pm
Thursday - 9:45am to 5:00pm

Notice Board

RegData – The FCA and PRA’s New Regulatory Reporting System

Welcome to the FCA and PRA’s new regulatory reporting system, RegData. We are moving all firms who use Gabriel to RegData. Firms will be moved in a phased approach. If you are moving to RegData, you will be contacted by email, with further information. Remember, to access RegData you will use the same details as you use to log into Connect. If you have not already done so, you need to log into Gabriel ahead of your move date where you will be prompted to link your Gabriel and Connect accounts.

If you have not yet received an email confirming your move date, continue to use Gabriel, with you existing Gabriel log in details. You will be told of when you are moving to RegData 3 weeks prior to your move date. You can return to RegData [here](#)

Step 4: On the next screen, enter your username and password and **click Login**. These will be the same as you use to log into Connect.

Login to RegData

* Username [Need Help?](#)

* Password ?



IMPORTANT:

After 3 unsuccessful login attempts, your account will be locked for 20 minutes. If a further unsuccessful login attempt is made, your account will be locked, and you will need to contact the support team to unlock your account.

Step 5: Enter your 6-digit passcode and select **Continue**

click Next

FCA FINANCIAL CONDUCT AUTHORITY

Enter your passcode

Enter the six digit passcode we have sent to the number *****5717
The code may take a few minutes to arrive.

Resend code

Step 6: You will enter RegData and will either be presented with your firm selection screen (if you report for more than one firm), or your reporting schedule.