RPW Ar-Lein Online

Taliadau Gwledig Cymru Rural Payments Wales



www.cymru.gov.uk

A simple guide for Customers on how to use RPW Online



How to Use Rural Payments Wales Online

The purpose of this document is to give you step-by-step instructions on how to use RPW Online. Below you will see the contents page which has clickable links for ease of use. You will also find 'Back to Contents' links at the end of each section so you can easily move from one instruction to another. Because this document is so detailed, it is primarily intended for online use.

The Welsh Government produces this Guide in Welsh and English as required under the Welsh Government Welsh Language Scheme. Should you require a copy of this Guide in the alternative language, you can access it from our Welsh Government website www.wales.gov.uk/RPWonline by selecting the language switcher at the top of the page and re-opening the document. If you are having problems or are unable to access our website, please contact the RPW Online Helpdesk on 0300 062 5004 or email RPWOnline@Wales.gsi.gov.uk

Contents:	Page:
RPW Online	<u>3</u>
❖ My Farm	<u>3</u>
Customer Details	<u>3</u>
o <u>General Details</u>	<u>5</u>
o <u>Correspondence Address</u>	<u>10</u>
o <u>Main Farm Address</u>	<u>17</u>
o <u>Trading Address</u>	<u>24</u>
<u>Useful Links</u>	<u>31</u>
Services available through Government Gateway	<u>31</u>
❖ Other Services	<u>32</u>

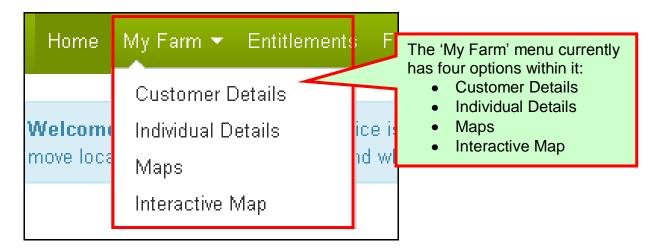
Disclaimer

The purpose of this guide is to help you use the Rural Payments Wales Online service. This Guide has been divided into sections with detailed step by step instructions. As the Rural Payments Wales Online facilities are being developed in phases this Guide will change from time to time.

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RPW Online

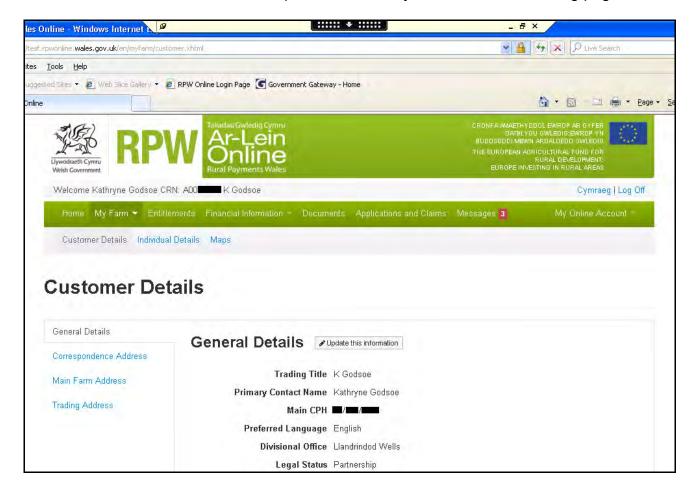
My Farm

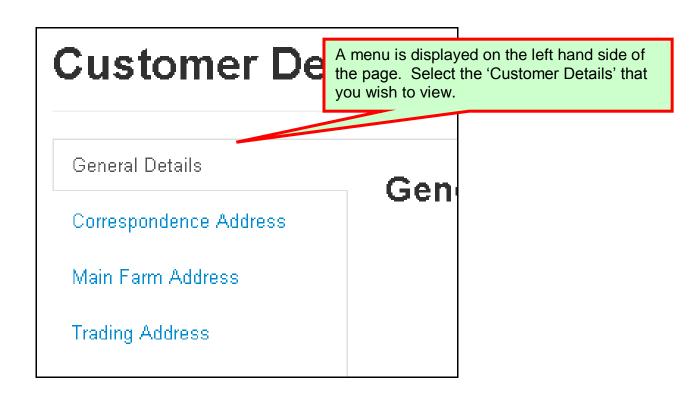


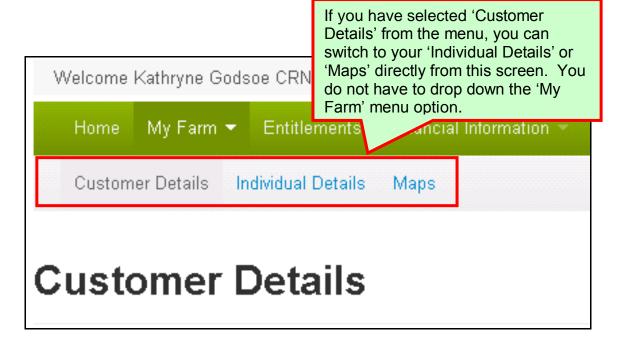
Back to Contents

Customer Details

When the 'Customer Details' menu option is selected you will see the following page:



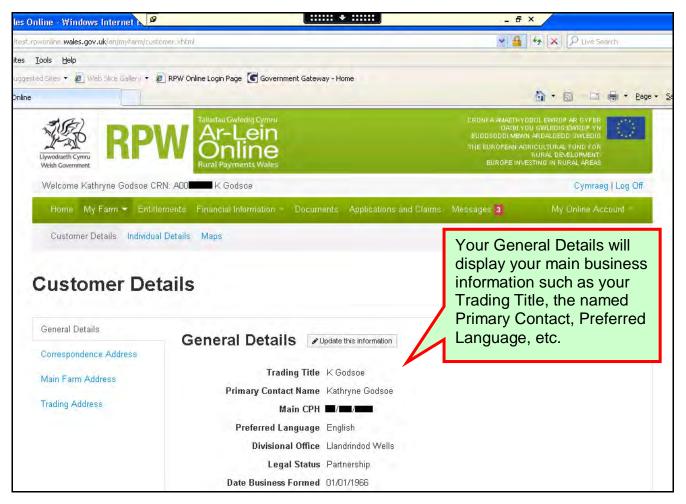




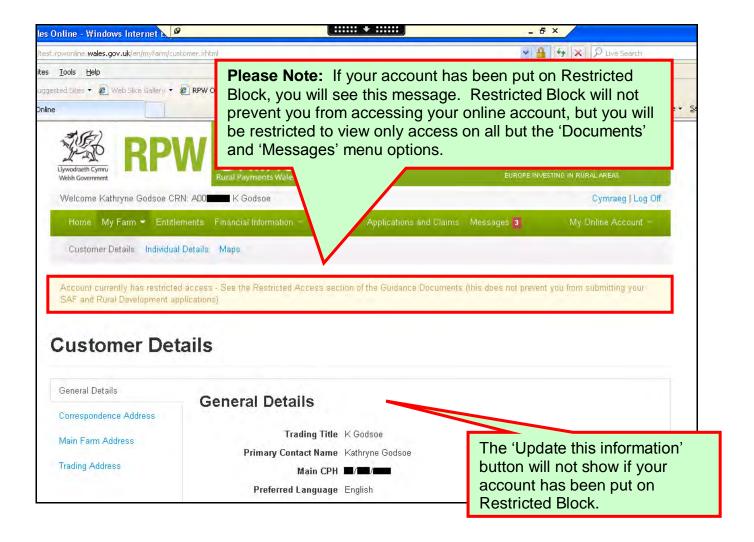
Back to Contents

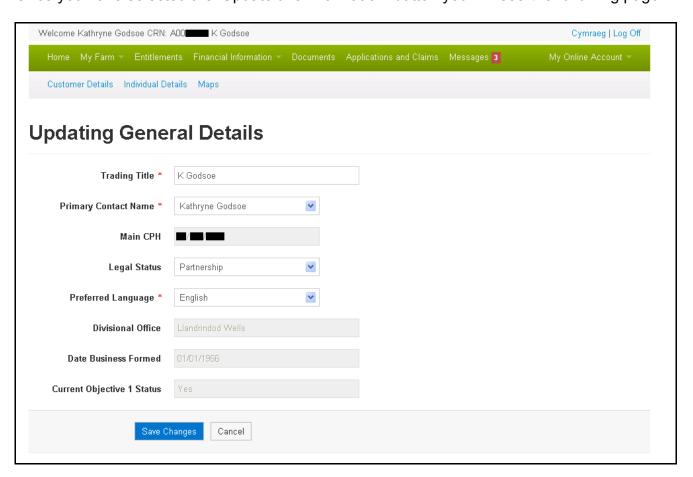
General Details

When the 'Customer Details' menu option is selected the system will automatically display your General Details page.

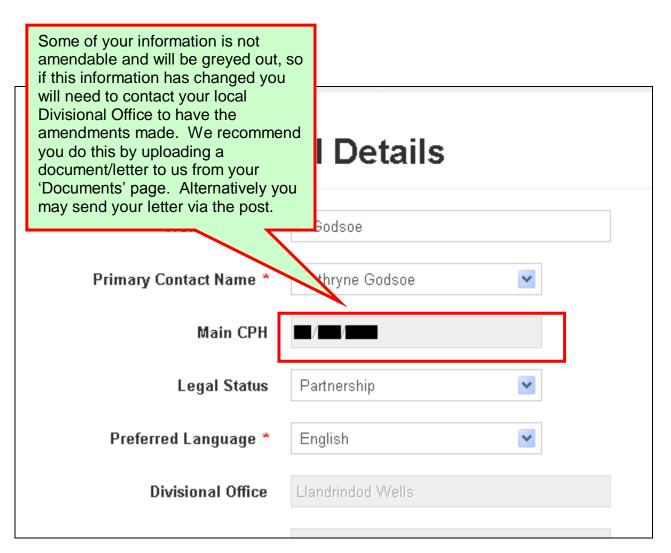


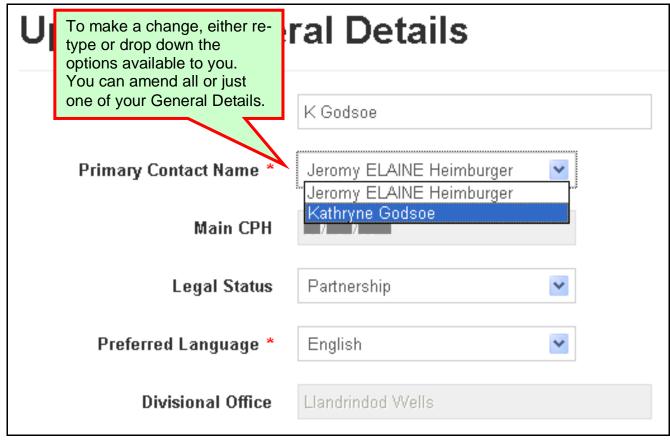


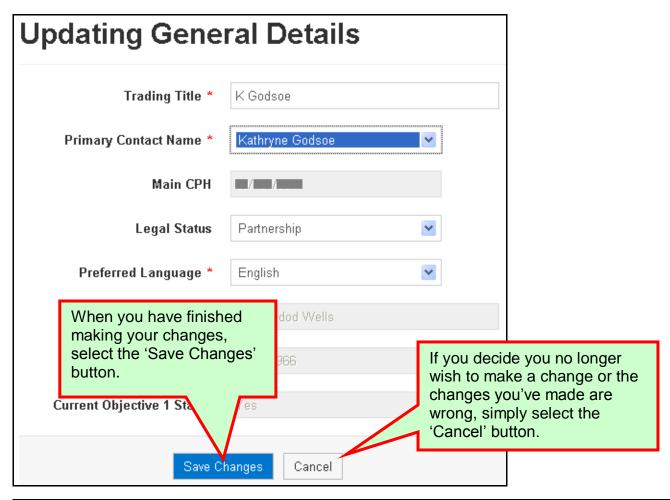


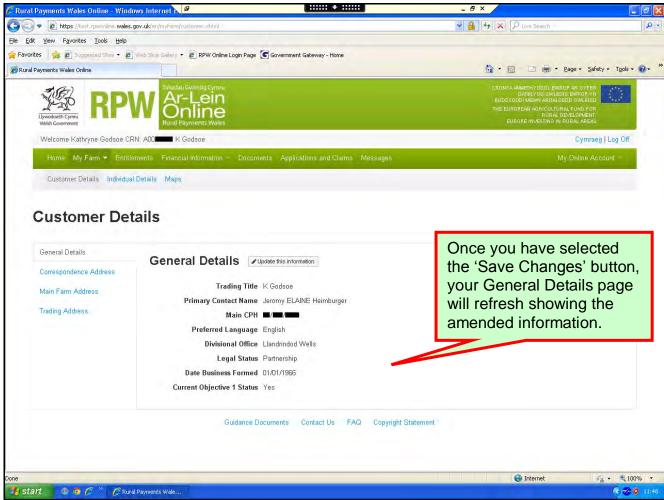








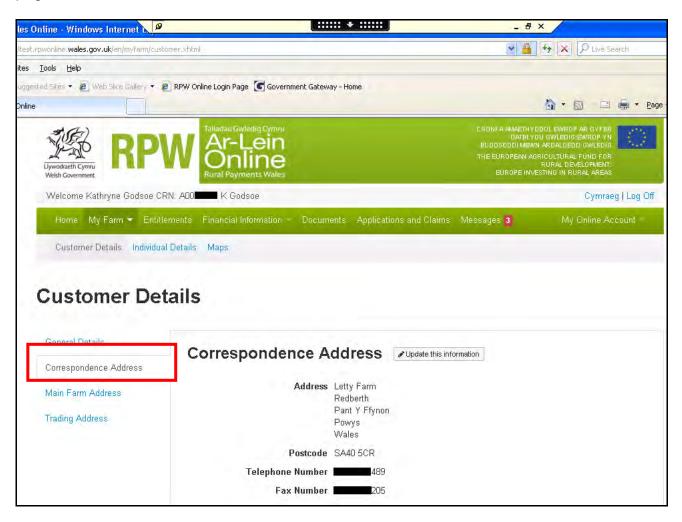


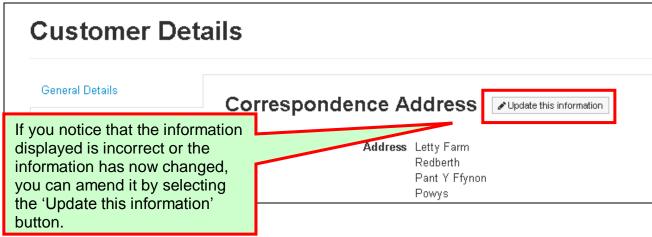


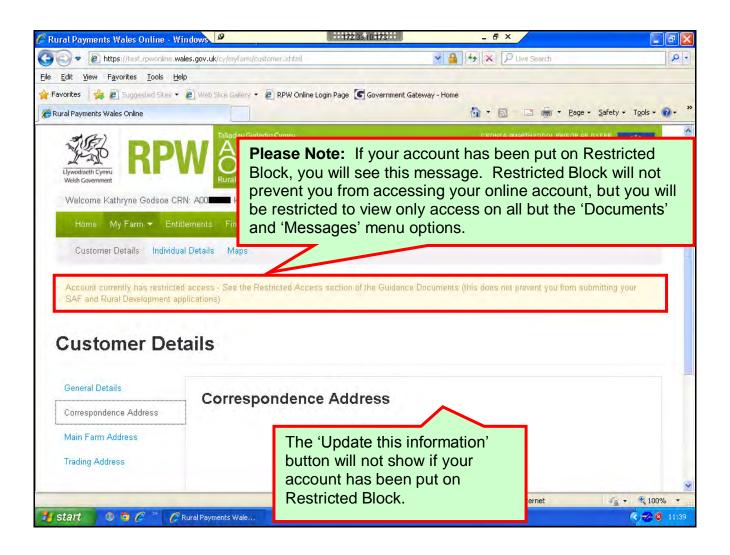
Back to Contents

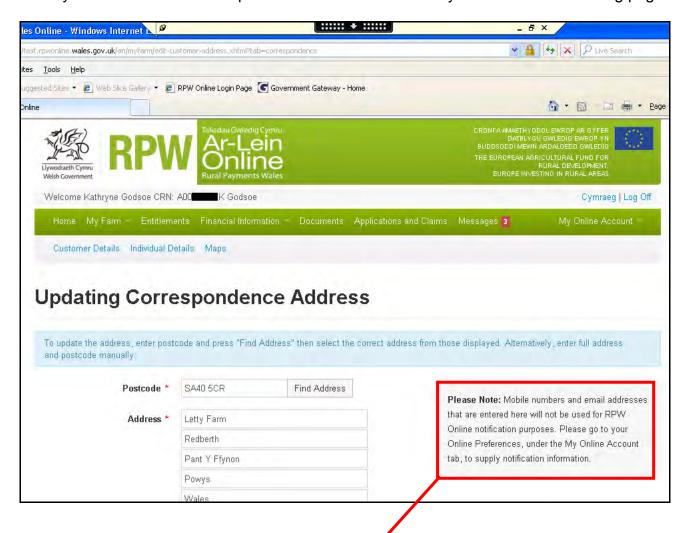
Correspondence Address

When the 'Correspondence Address' side menu option is selected you will see the following page:



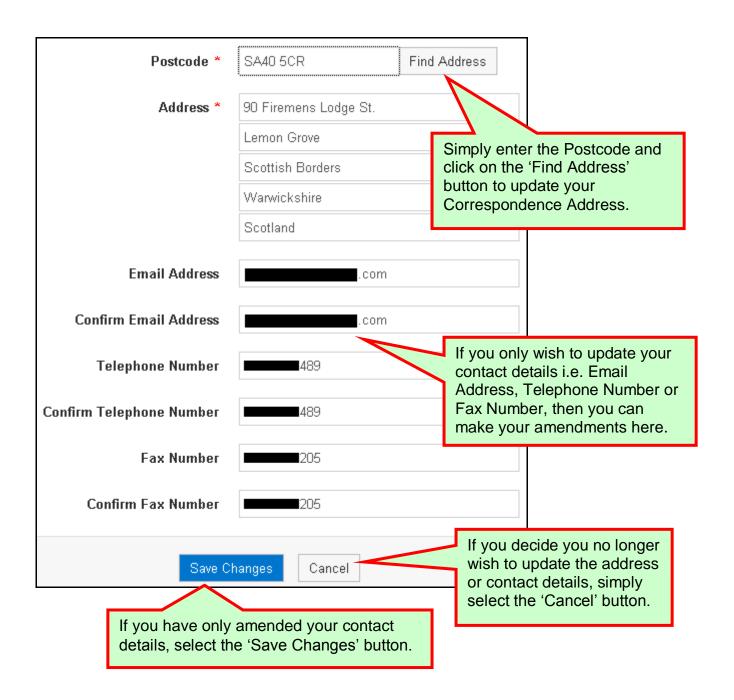


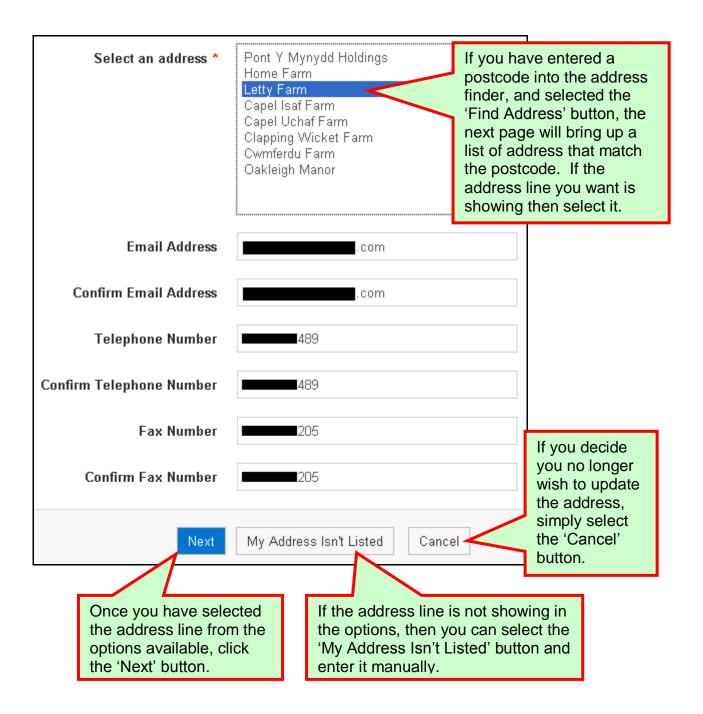


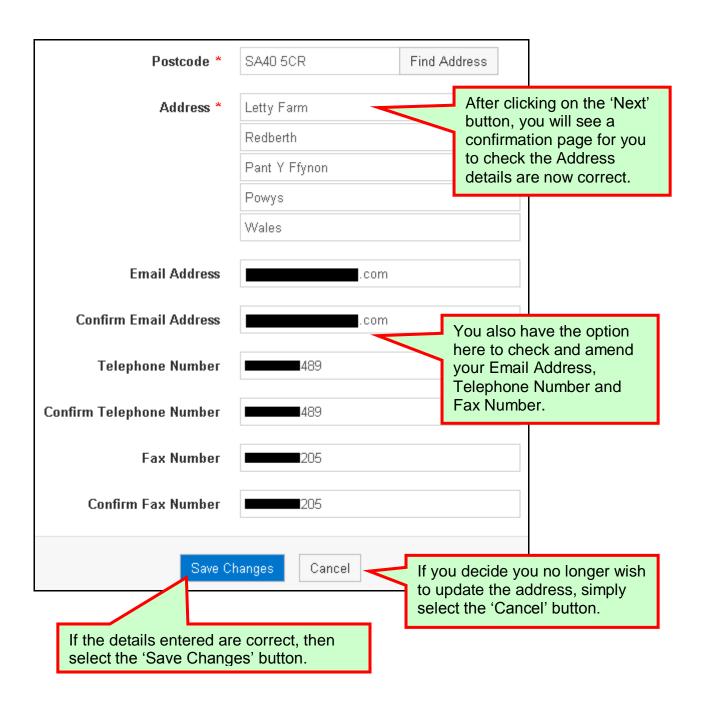


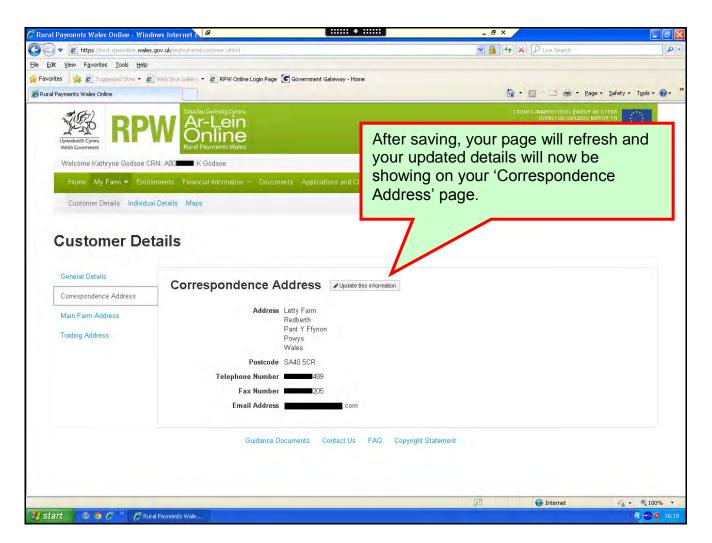
Please Note: Mobile numbers and email addresses that are entered here will not be used for RPVV Online notification purposes. Please go to your Online Preferences, under the My Online Account tab, to supply notification information.

Please Note: It is important that you take note of this onscreen message. To supply information for your RPW Online notifications you should go to your 'My Online Account'





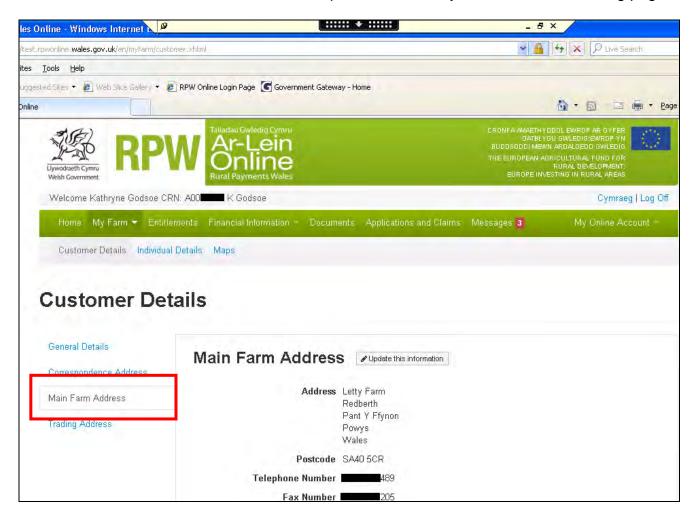




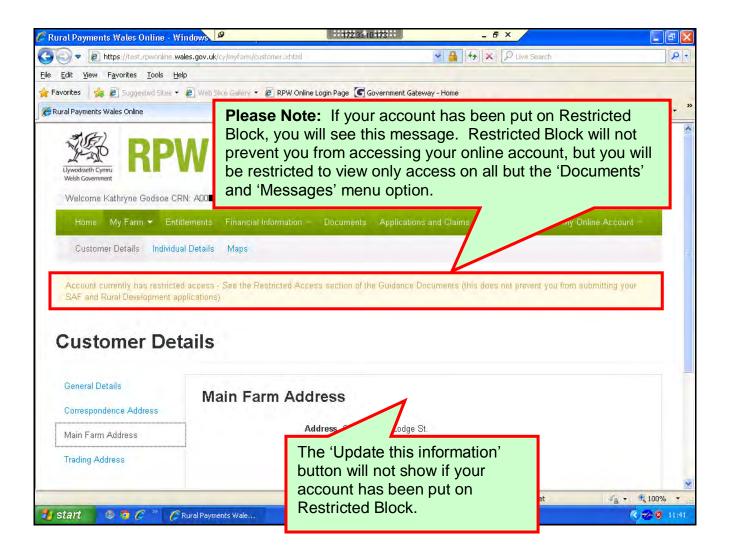
Back to Contents

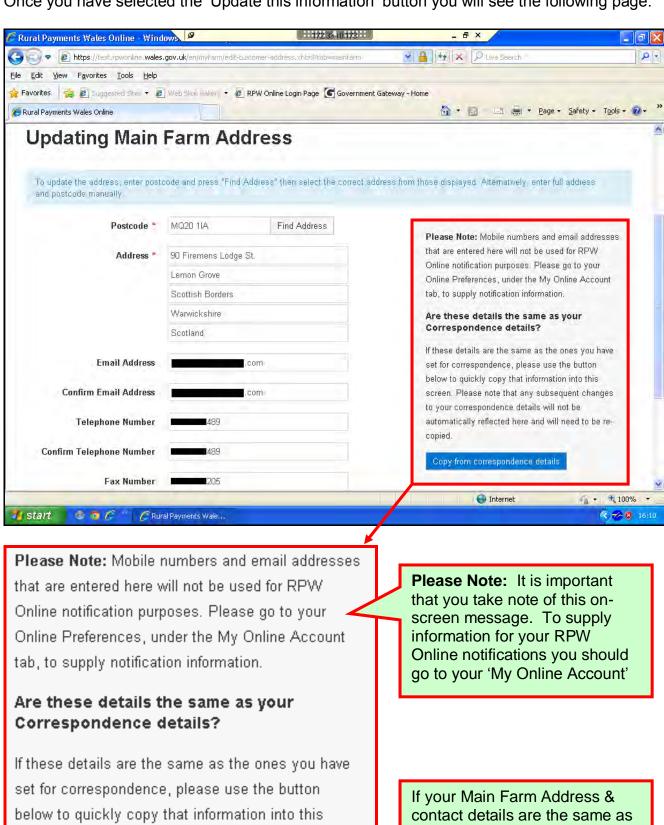
Main Farm Address

When the 'Main Farm Address' side menu option is selected you will see the following page:









your Correspondence Address & contact details, then you have the option here to copy your Correspondence details into your Main Farm details.

> Simply select the 'Copy from correspondence details' button.

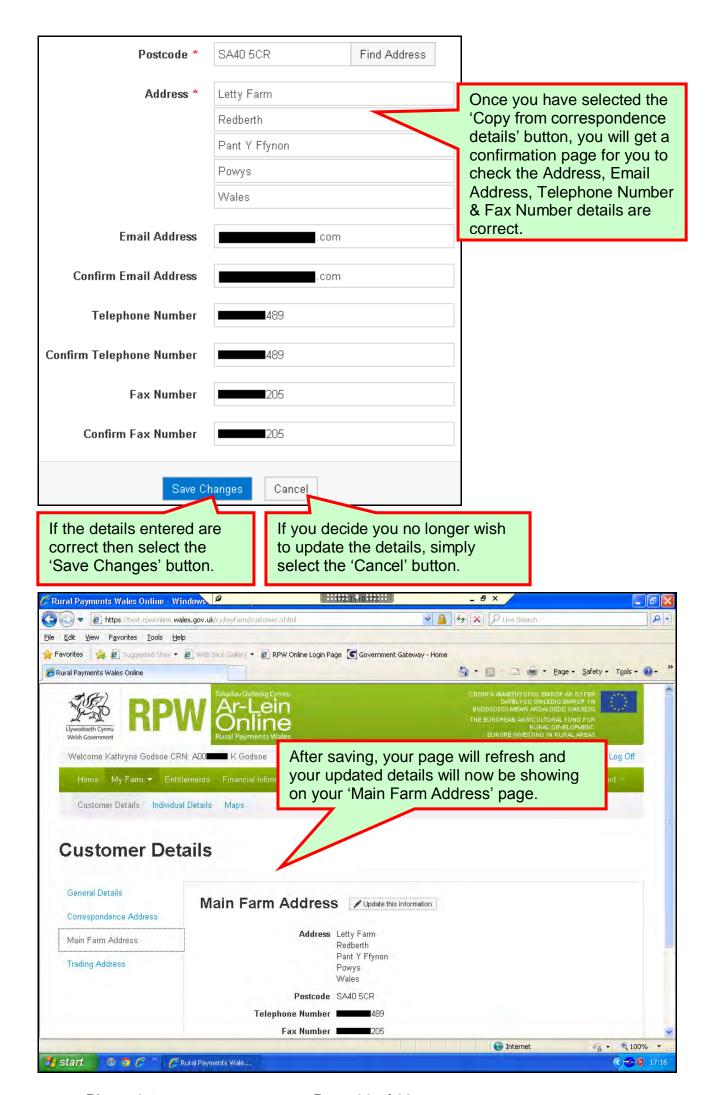
Copy from correspondence details

to your correspondence details will not be

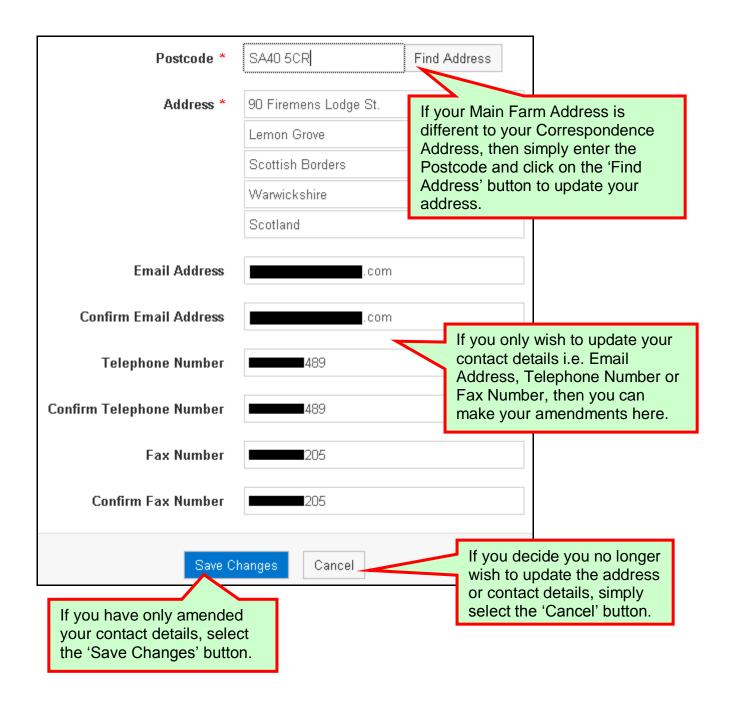
screen. Please note that any subsequent changes

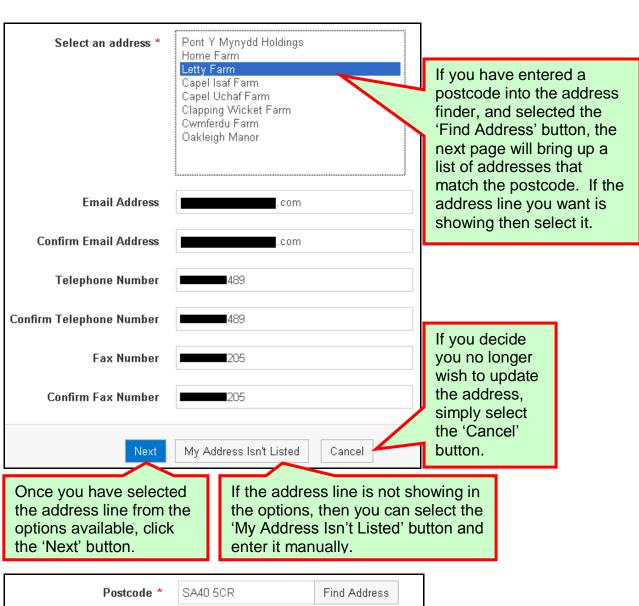
automatically reflected here and will need to be re-

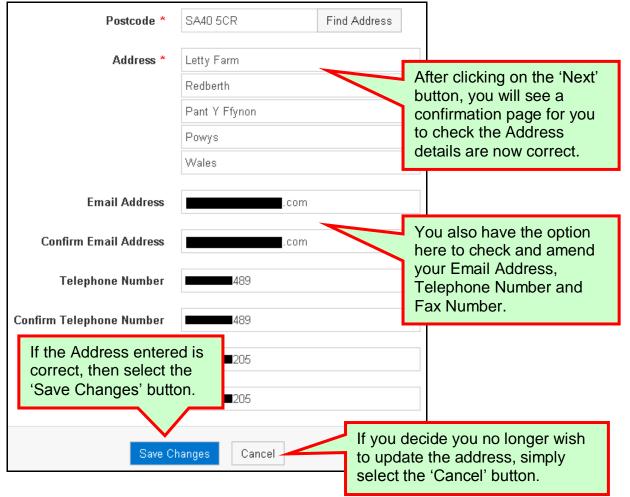
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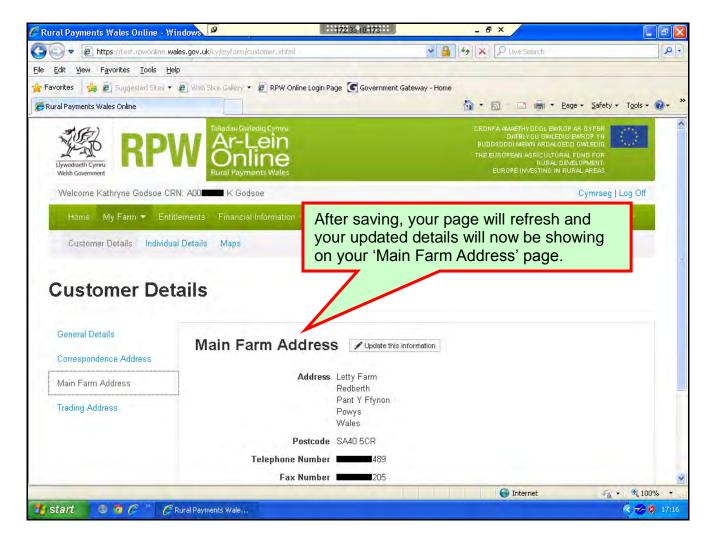


Phase 2.5





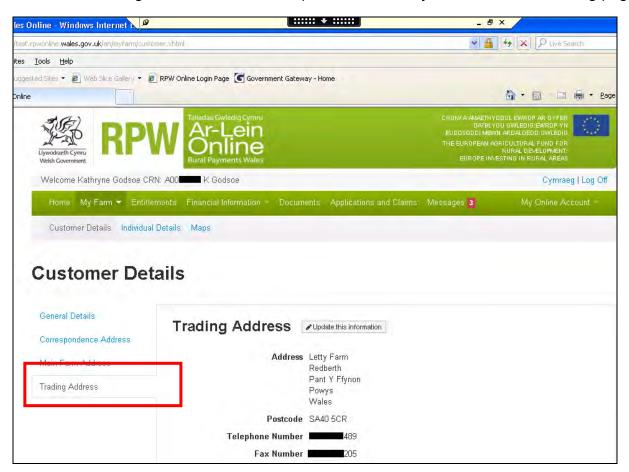


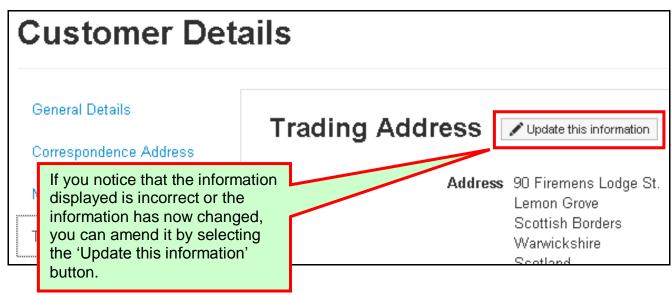


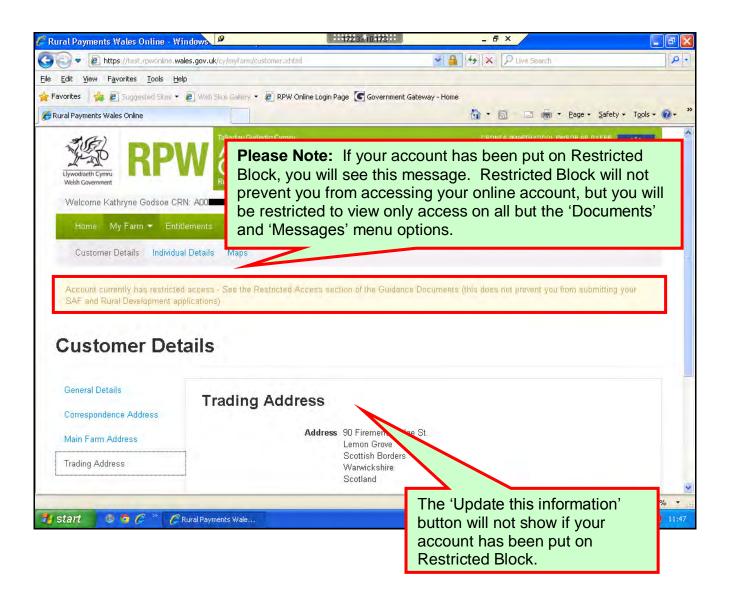
Back to Contents

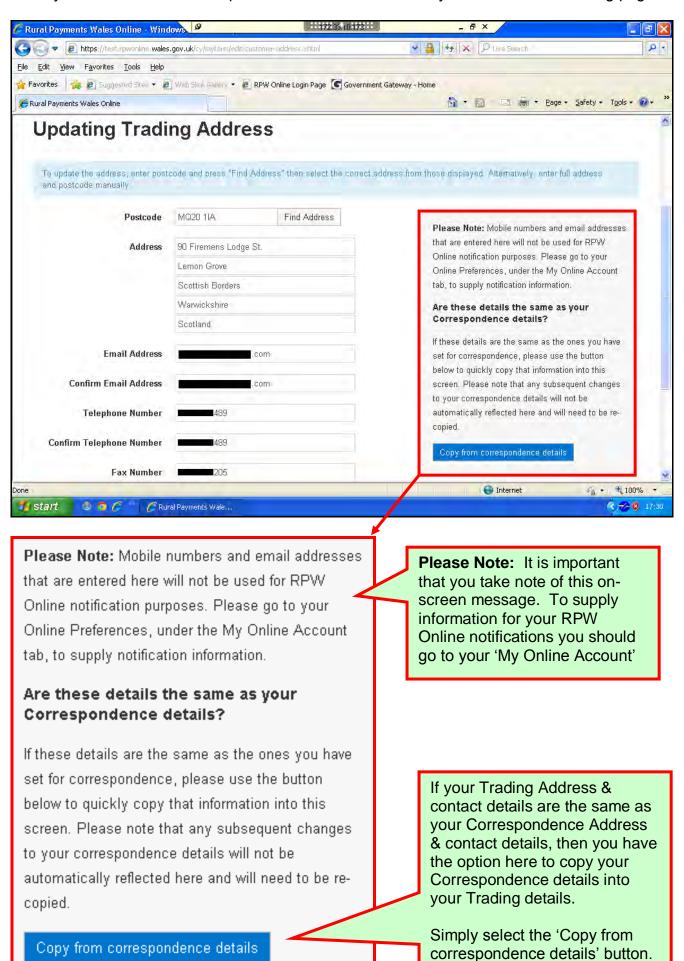
Trading Address

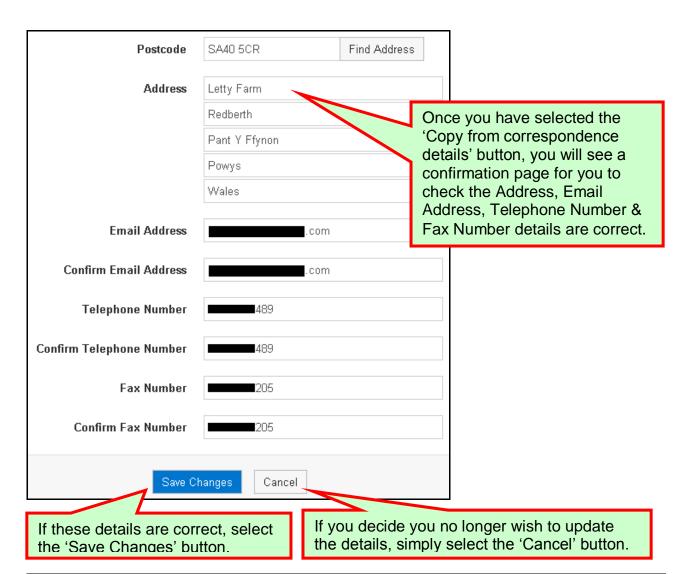
When the 'Trading Address' side menu option is selected you will see the following page:

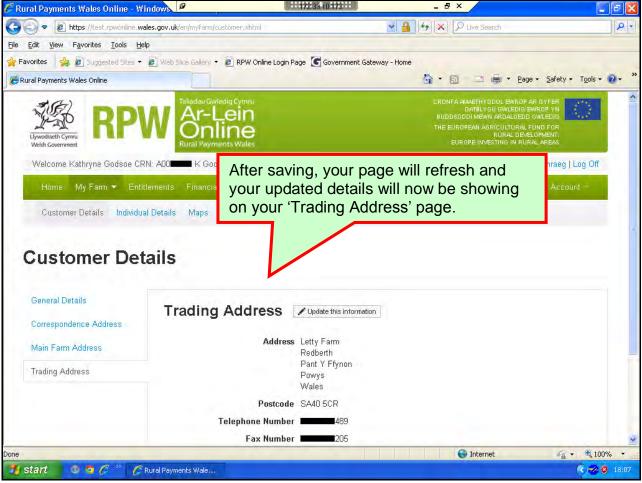


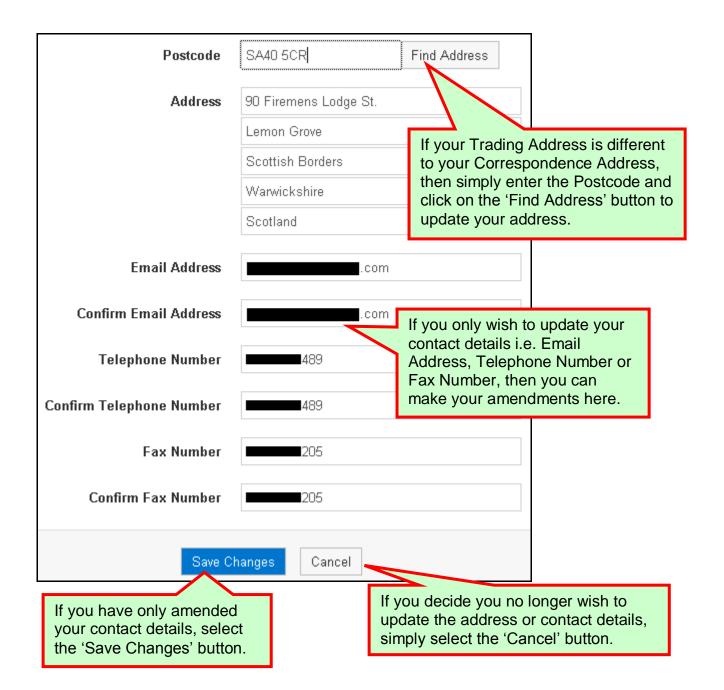


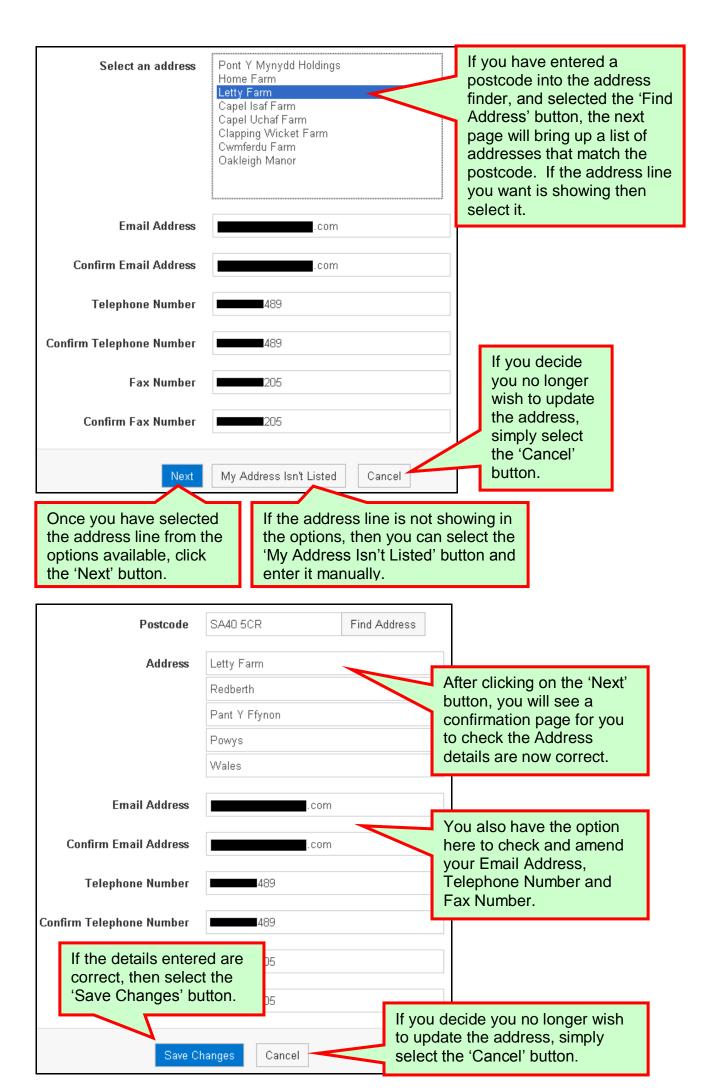






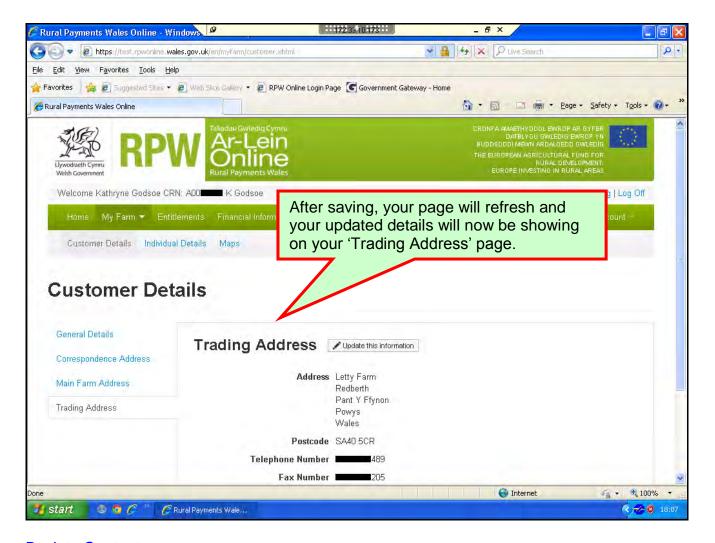






Phase 2.5

Page 29 of 32



Back to Contents

Useful Links

Services available through the Government Gateway

You may wish to note some of the other services that you can access through the Government Gateway.

These services will be listed in alphabetical order once you have logged into the Government Gateway. However, for quick reference, please see the list of websites below:

- British Cattle Movement Service (BCMS) CTS Online = www.secure.services.defra.gov.uk/wps/portal/ctso
- Department for Environment Food and Rural Affairs (Defra) = www.defra.gov.uk/
- Rural Payments Agency (RPA) SPS Online = www.spsonline.rpa.gov.uk/RPARegAndEnrol/secure!unsecured.action
- The Scottish Government's Rural Payments Online = www.scotland.gov.uk/Topics/farmingrural/Agriculture/grants/Online-Services/18909
- Department of Agriculture and Rural Development (DARD) Online Service = http://www.dardni.gov.uk/index/online-services/saf-online.htm
- Welsh European Funding Office (WEFO) Online = www.wefo.wales.gov.uk/wefo-online/?lang=en

Back to Contents

Other Services

The following is a list of links that are not displayed on the Government Gateway, which you may find useful:

- Welsh Government = www.wales.gov.uk/?lang=en
- Welsh Government Farming and Countryside =
 www.wales.gov.uk/topics/environmentcountryside/farmingandcountryside/?lang=e
 n
- Welsh Government Farmers Guide to Cross Compliance =
 www.wales.gov.uk/topics/environmentcountryside/farmingandcountryside/farming/crosscompliance/;jsessionid=q58rP2RJs0YWxhsbyMcZJbLwRRJpMSDSmlLhXcnNFGVYpmQ9T6sf!-278964247?lang=en
- Welsh Government Bovine TB = www.new.wales.gov.uk/topics/environmentcountryside/ahw/disease/bovinetuberculosis/?lang=en
- Welsh Government Farming Connect = www.new.wales.gov.uk/topics/environmentcountryside/farmingconnect/?lang=en
- Welsh Government Office Maps =
 www.new.wales.gov.uk/topics/environmentcountryside/helpandadvice/officemap/?lang=en
- Welsh Government Farm Liaison Service = www.new.wales.gov.uk/topics/environmentcountryside/farmingandcountryside/far ming/farmliaisonservice/?lang=en
- **Gwlad Online =** www.gwladonline.org/?lang=en
- Welsh Government Rural Stress Support Groups = www.wales.gov.uk/topics/environmentcountryside/helpandadvice/rssg/?lang=en
- Farmers Union of Wales = www.fuw.org.uk/
- National Farmers Union (NFU) Online = www.nfuonline.com/
- Forestry Commission Wales = www.forestry.gov.uk/wales
- Animal Movements Licensing system (AMLS) = www.amls.defra.gov.uk/

Back to Contents