



Inland Port Dues Portal Instructions

Multi-factor authentication IAMconnected

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1. Portbase login

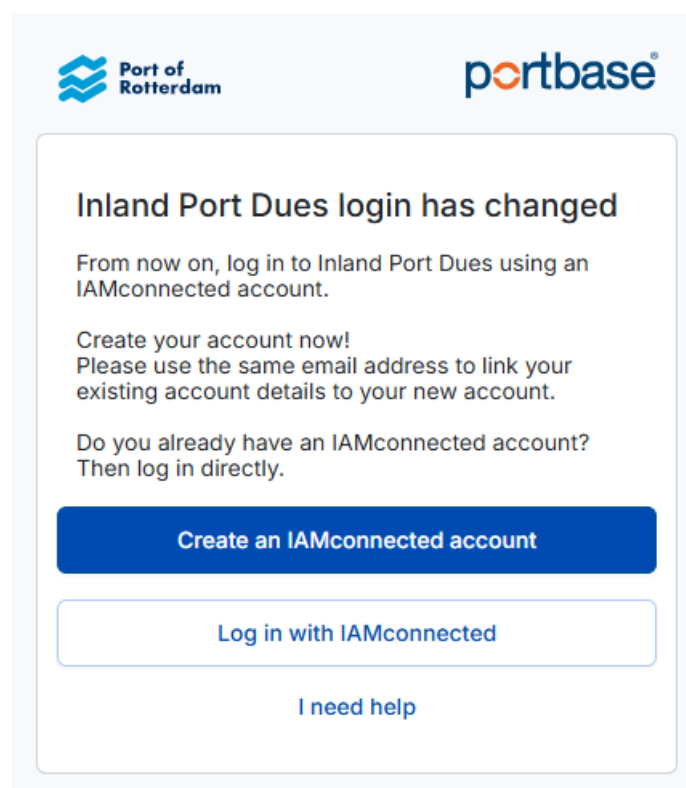
To create an account, you need the following:

- A (business) email address
- A computer/laptop/tablet
- A (separate) smartphone (e.g. An iPhone or an Android device)

The smartphone is needed for setting up MFA (Multi-Factor Authentication).

To use the portal, register at <https://binnenhavengeld.pcs.portbase.com>.

A login screen will appear.



For security reasons, the current login method for the Inland Port Dues portal will expire on 1 July, 2025. We are switching to multi-factor authentication for logging in, which requires an account with IAMconnected.

Don't yet have an IAMconnected account? Then click 'Create an IAMconnected account' and proceed to [Section 2](#).

Already have an IAMconnected account? Then click 'Login with IAMconnected' and proceed to [Section 4](#).

2. Creating IAMconnected account

Click on 'Create an IAMconnected account' and a page will appear where you can create an account.

Using the Binnenhavengeld service

As a new customer, you first create an IAMconnected account. For inland port dues (Binnenhavengeld) you then register your organization at Port of Rotterdam.

Do you already have a Port of Rotterdam account? Then your existing account will be automatically linked to your new account as long as you use **the same email address**.




Create your IAMconnected account

First name *

Last name *

Username *

This is the name you use to log in.

  Choose a username here that you want to use to log in from now on.



Business email address *


This is the email address you use to confirm your account.

Business phone number *

This will only be used if we need to contact you for support.

I agree to the [Portbase general terms and conditions](#) and the [IAMconnected Terms and Conditions for Participants](#).

 Gelukt!


 Create an account

Fill in the requested information and click on create account. If you already have an existing Inland Port Dues account, please use the same email address that was previously used for the Inland Port Dues portal. We will then link this account directly to the organization already known to us.

An email will be sent to the email address provided. **Take note:** It may end up in your spam folder.

Dear Rick Valk,

You have just created your personal IAMconnected account.

Click on the link below to activate your IAMconnected account.

Attention! The activation link can only be used once; therefore do NOT bookmark this activation link!

[Activate your IAMconnected account](#)

This link expires in 7 days

Your username is **Ricktestengels**

Your organisation's sign-in page is [IAMconnected](#)

Unable to access your account? Then please contact IAMconnected Support via support@iamconnected.eu You can also consult the [Need help?](#) page.

If the account is not activated within 30 days, we will delete the account information from our system

Activate account

The email contains a button labelled 'Activate your IAMconnected account'. Click here to activate the account. A page will open where you can set a password.

Set password

Set a password and repeat it. Then click on the 'Reset password' button. You will now be redirected to a page where you can set up multi-factor authentication.

(Re)set your IAMconnected password

Password requirements: at least 8 characters, a lowercase letter, an uppercase letter, a number, a symbol, no parts of your username. Your password cannot be any of your last 5 password(s).

New password

Repeat password

Reset your password

[Back to sign in](#)

3. Set up multi-factor authentication

IAMconnected offers two ways to set up multi-factor authentication, though we only use the Authenticator app.

Step 1: Under 'Authenticator app', click 'Set up'. Select your phone's device type and click 'Next'.

Step 2: Install the desired authentication app via the App Store (iPhone) or Google Play Store (Android). We recommend the following apps:

- Google Authenticator
- Microsoft Authenticator

Step 3: After downloading the app, scan the QR code displayed on the screen.

Set up multifactor authentication

Multi-factor authentication is required to add an additional layer of security when signing in to your IAMconnected account.



Security Key

Use a physical security key in your computer.

Setup



Authenticator app

Use a generated code from an authenticator app.

Setup

Setup Authenticator app

Launch your Authenticator app and scan the QR code on the right. Most authenticator apps have a '+' button for this purpose.



Can't scan?

Next

[Back to MFA configuration](#)

Step 4: Depending on which application you have downloaded, there are a number of steps you need to follow in the app.

Option 1: Google Authenticator app

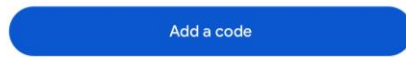
After downloading the application, you will see the screen below:

Click on the '+' icon at the bottom or on 'Add code' and your camera will open.

The application may request access to the camera, so you must allow this in order to scan the QR code. Then point the scanner at the QR code.



Looks like there aren't any Google Authenticator codes here yet.



Change account



Now there is a 6-digit code on your screen that refreshes every 30 seconds.



autn.preview-iamconnected.eu: MFA_test

804 145

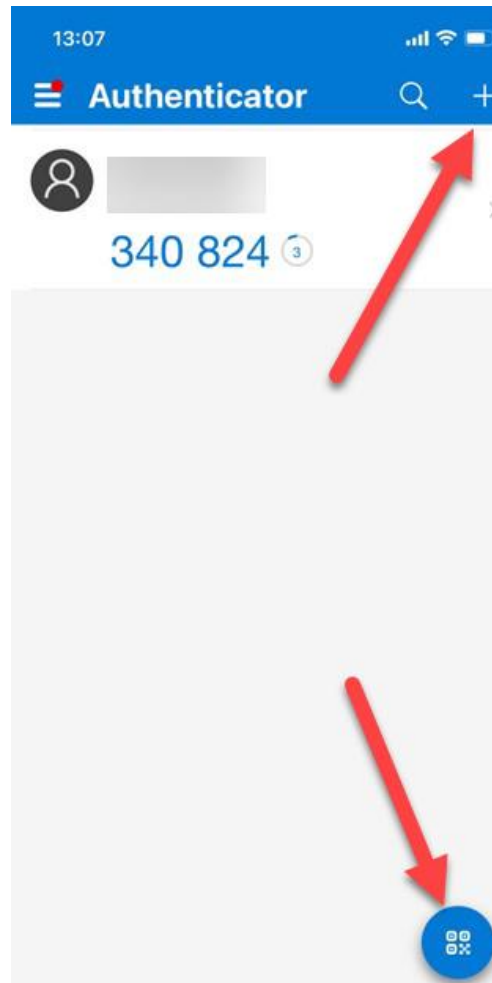


Option 2: Microsoft Authenticator app

After downloading the application, you will see the screen below:

Click on the '+' icon in the top right corner or on the icon in the bottom right corner, and your camera will open:

The application may request access to the camera, so you must allow this in order to scan the QR code. Then point the scanner at the QR code.



Now there is a 6-digit code on your screen that refreshes every 30 seconds.



Step 5: After installing and configuring the authentication app, click 'Next'.

Setup Authenticator app

Launch your Authenticator app and scan the QR code on the right. Most authenticator apps have a '+' button for this purpose.



Can't scan?

Next

[Back to MFA configuration](#)

Step 6: Enter the 6-digit code displayed in your authentication app and click 'Verify'.

Authenticator app

Enter your Authenticator app passcode

Enter Code

Do not challenge me on this device for the next 12 hours

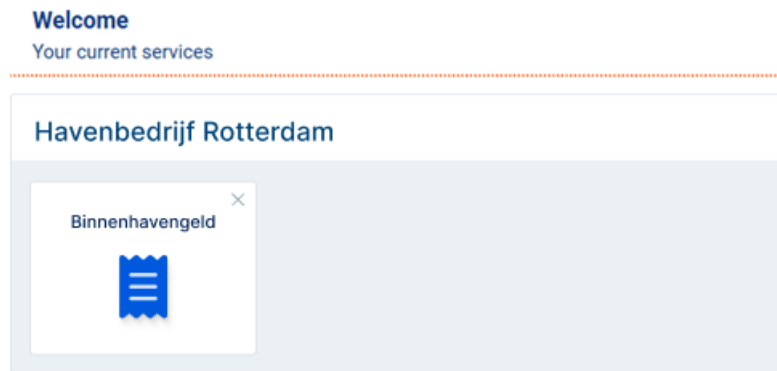
Check

[Back to sign in](#)

Step 7: You have successfully set up multi-factor authentication and can now click 'Finish' on the next screen.

4. Linking an Inland Port Dues account

If you have used the same email address for IAMconnected, your existing account will be linked immediately and you will see the tile to register for Inland Port Dues.



Click on the icon and you will be redirected to the Inland Port Dues portal.

If you do not yet have an Inland Port Dues account, or if you have used a different email address than the one we have on file, you will be redirected to a page where you can click on 'Proceed directly to Inland Port Dues'. It is not necessary to link you as an organization for Inland Port Dues.

Link your account to an organization for access to services.

Your account is not yet linked to an organization.

- Is your organization already using IAMconnected? Link your account to your organization.
- Is your organization not yet using IAMconnected? Have a main administrator register your organization.

Register new organization

Link to existing organization



Have you created an account to use **Inland port dues (Binnenhavengeld)**? Then it is not necessary to link to an organization. Proceed directly to Inland port dues.

5. Support

IAMconnected is managed by Portbase. If you are unable to set up multi-factor authentication after following these instructions, please contact the Portbase helpdesk:

Telephone number: (+31) 0886252525

Email: customerservice@portbase.com

If you have successfully set up multi-factor authentication but are experiencing difficulties with the Inland Port Dues portal, please contact the port dues team:

Telephone number: (+31) 102521523

Email: havengelden@portofrotterdam.com