



How can I, as an employer,
change a **manually selected
split billing reimbursement rate
to the CREG rate?**

User Guide





1

Log in to your company account via <https://my.mobiflow.be/sp/customer> using your professional email address and password. In the left sidebar, click **Charging Points > Split Billing**. Then use the filter to display employees who have an active split billing contract or whose contract is currently being processed.

2

Click on the **'Edit' icon** next to the employee's name.

Split billing

Overzicht Terugbetalingspolicy's

Beheer je split billing-contracten voor medewerkers. Een split billing-contract laat toe om de thuislaadsessies van een medewerker te vergoeden. Registreer het laadstation om elektriciteits- en abonnementskosten te vergoeden.

Nieuwe uitnodiging

Zoeken op naam of e-mail

Werknemer	Terugbetalingspolicy	Toestelcontracten	Laadpas	Split billing code	Status
	CREG Vlaanderen (€ 0....	00021	[BE-MBF210...	J5R5RF4	Actief

Toont 1 van de 1





3

At the bottom of the page, select the desired **reimbursement policy**. If the preferred policy is not available, you can create a new one yourself. However, the government recommends using the CREG rate as a guideline.

BETAALINFORMATIE

Naam werknemer

Terugbetalingspolicy*

CREG Vlaanderen (€ 0.3083 / kWh)

Optimise Policy 1 (€ 0.32 / kWh)

TERUGBETALINGSPOLICY'S PLATFORM

CREG Vlaanderen (€ 0.3083 / kWh)

CREG Wallonie (€ 0.3745 / kWh)

CREG Brussel / Bruxelles (€ 0.3475 / kWh)

CREG België/Belgique (€ 0.3511 / kWh)

4

Save your changes.

BETAALINFORMATIE

Naam werknemer

Terugbetalingspolicy*

CREG Vlaanderen (€ 0.3083 / kWh)

TOESTELCONTRACTEN

Opslaan Annuleer contract

5

The **reimbursement rate** has now been **updated**. Please note: The new rate only applies to future sessions and does not affect sessions that took place earlier this month.



A thick, light blue wavy line that starts from the left edge, rises into a large hump, then falls into a smaller hump, and finally curves down to end in a small circle on the right side.

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