Technical Rule no. 01 rev3 PBCV

(under Article 4 of the Rules Governing the

Green Certificates Bilaterals Registration Platform - PBCV)

Title	**Access to the Information System and Registration of Bilateral Transactions**

Reference Legislation	Article 10, para. 10.1; Article 20, para. 20.1; Articles 23, 25 and 32, para. 32.2 - Rules Governing the Green Certificates Bilaterals Registration Platform

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1. Introduction

Article 10 of the Rules Governing the Green Certificates Bilaterals Registration Platform (hereinafter called: Rules) stipulates that Participants shall have access to the Green Certificates Bilaterals Registration Platform (hereinafter called: PBCV) through appropriate procedures to be defined in the Technical Rules and aimed at guaranteeing the identification of Participants.

Article 20 of the Rules stipulates that the time limits for submitting requests for registration shall be defined in the Technical Rules.

Article 23 of the Rules stipulates that the Participant shall notify GME of the amount of the guarantee deposit under the procedures and within the time limits to be defined in the Technical Rules.

Article 25 of the Rules provides that the procedure and time limits for notifying Participants of the occurrence of emergency conditions shall be defined in the Technical Rules.

Article 32 of the Rules provides that the procedure and time limits for notifying the management of the residual deposit in a way other than the one established in the same Article 32 shall be defined in the Technical Rules.

2. Access to the PBCV information system

2.1 Registration of a Company

After receiving notification of admission to the PBCV, the company – in order to carry out bilateral transactions – must register on the e-platform. To this end, the company should have an account code in the Green Certificates Registry held by GSE.

If a company is already authorised to trade on the Green Certificates Market (MCV), it must only register the users referred to in point 2.2 below and GME will authorise the company also for the PBCV.

The "**Registration of companies**" link is available on the www.mercatoelettrico.org website in the "The Markets/Environmental Markets/Green Certificates Bilaterals" section; the form to be filled in (with mandatory fields) is shown below.

Figure 1

GME	**Mercato dei Certificati Verdi**	
v.20121221		**Registrazione Operatore**

codice conto presso il registro tenuto dal GSE	
Piattaforma sulla quale si vuole operare	☐ **Mercato** ☐ **Bilaterale**

dati anagrafici operatore	
ragione sociale	
codice fiscale	
partita iva	
Tipologia Fiscale	○ **Comunitario** **IVA Vendite: 0% - IVA Acquisti: 0% - IVA Corrispettivi: 0%** ○ **Contribuente Minimo** **IVA Vendite: 0% - IVA Acquisti: 21% - IVA Corrispettivi: 21%** ○ **Esportatore Abituale** **IVA Vendite: 21% - IVA Acquisti: 0% - IVA Corrispettivi: 0%** ○ **ExtraComunitario** **IVA Vendite: 0% - IVA Acquisti: 0% - IVA Corrispettivi: 0%** ◉ **Italiano** **IVA Vendite: 21% - IVA Acquisti: 21% - IVA Corrispettivi: 21%**
Password:	
Conferma Password:	

sede legale	
Indirizzo	
comune	
provincia	
cap	
nazione	ITALIA ▾

sede amministrativa (se diversa dalla sede legale)

Indirizzo

comune

provincia

cap

nazione

referente comunicazioni

nome

cognome

indirizzo

telefono

fax

e-mail

coordinate bancarie

IBAN

BIC/SWIFT

consenso per il trattamento dei dati

I dati acquisiti saranno utilizzati da GME S.p.A, Largo Giuseppe Tartini 3/4, 00198 Roma, anche con l'ausilio di mezzi elettronici e/o automatizzati, esclusivamente per lo svolgimento delle attività di GME S.p.A.. Tali dati potranno essere comunicati a società facenti parte del gruppo GSE S.p.A.. Il mancato consenso dell'interessato al loro trattamento comporterà l'impossibilità da parte di GME S.p.A di dar corso all' attività di validazione e di certificazione per consentire l'accesso al mercato dei certificati verdi, ai sensi dell'art. 7, comma 4, lettera a), del D.Lgs. n. 196/2003.

Preso atto dell'informativa di cui sopra, autorizzo il trattamento e la comunicazione dei miei dati da parte di GME S.p.A. nei limiti di quanto previsto dal sopraccitato Decreto legislativo.

autorizzo

☐

[Invia]

Figure captions

Green Certificates Market – Registration of Market Participant
Account code in the registry held by GSE
Platform on which to trade - Market - Bilaterals
Participant's identification data
Registered name
Taxpayer's code
VAT number
Type of taxation:
- EU: VAT on sales (0%), VAT on purchases (0%), VAT on fees (0%)
- "contribuente minimo" (Italian party benefiting from a simplified tax scheme): VAT on sales (0%), VAT on purchases (21%), VAT on fees (21%)
- "esportatore abituale" (exporter on a permanent basis): VAT on sales (21%), VAT on purchases (0%), VAT on fees (0%)
- Non-EU: VAT on sales (0%), VAT on purchases (0%), VAT on fees (0%)
- Italian: VAT on sales (21%), VAT on purchases (21%), VAT on fees (21%)

Password
Confirm Password
Registered office
Address
Municipality
Province
Postal code
Country (Italy)
Administration office (where different from registered office)
Address
Municipality

Province
Postal code
Country
Contact person for notifications
Name
Surname
Address
Telephone number
Fax number
E-mail address
Bank details
...
Personal Data Privacy Statement
GME SpA (Viale Maresciallo Pilsudski 122-124, 00197 Rome, Italy) will use the data that you have provided solely for the performance of its activities and process them with electronic and non-electronic means. GME may transfer your data to the companies belonging to the GSE SpA Group. If you do not give your consent to the processing of your data, GME will be unable to carry out the activities of validation and certification that are needed to give access to the Green Certificates Market, under art. 7, para. 4 a) of Legislative Decree 196/2003.

I have read and understood the above statement and give my consent to the processing of my data within the limits of the above-mentioned Legislative Decree.

I accept (check the box)
Submit

In the event of a company holding a taxpayer's code which coincides with the VAT registration number, both fields must be filled out with the only code available.

The **password** chosen upon registration of the company is to be stored, as it will be required for the subsequent user registration.

After completing all the fields, authorise the processing of personal data and select the "**Invia**" (submit) button to send the registration form. If the registration is successful, you will see a summary screen containing the **Participant's ID**, which is also to be stored, as it will be necessary for the subsequent user registration.

2.2 Registration of one or more users

The users specified in para. 5) of the PBCV participation application may register with and concurrently access the PCBV.

If a user is not already authorised to trade on the MCV, he/she must register his/her data on GME's platform; otherwise, GME will authorise the user also for the PBCV.

In order to be accredited, the user must complete the registration form (Figure 2), which can be accessed using the "**Registration of users**" link available on the www.mercatoelettrico.org website, in the "The Markets/Environmental Markets/Green Certificates Bilaterals" section.

In order to proceed with the registration, the user must enter the **Participant's ID**, issued by the system at the end of the registration of the company, and the chosen password (see para. 2.1).

Figure 2

Figure captions
Green Certificates Market
Registration of User
Company data
Company on behalf of which you operate
Participant's ID
Company's password
MCV role (not enabled)
PBCV role (not enabled)
User's identification data
Name
Surname
Taxpayer's code
Telephone number
Fax number

E-mail address
Select User Name and Password
Password
Confirm password

Personal Data Privacy Statement
GME SpA (Viale Maresciallo Pilsudski 122-124, 00197 Rome, Italy) will use the data that you have provided solely for the performance of its activities and process them with electronic and non-electronic means. GME may transfer your data to the companies belonging to the GSE SpA Group. If you do not give your consent to the processing of your data, GME will be unable to carry out the activities of validation and certification that are needed to give access to the Green Certificates Market, under art. 7, para. 4 a) of Legislative Decree 196/2003.

I have read and understood the above statement and give my consent to the processing of my data within the limits of the above-mentioned Legislative Decree.

I accept (check the box)
Submit

The "role" to be selected may be:

a) **General**: this role allows the user to perform any type of operation on the selected platform;

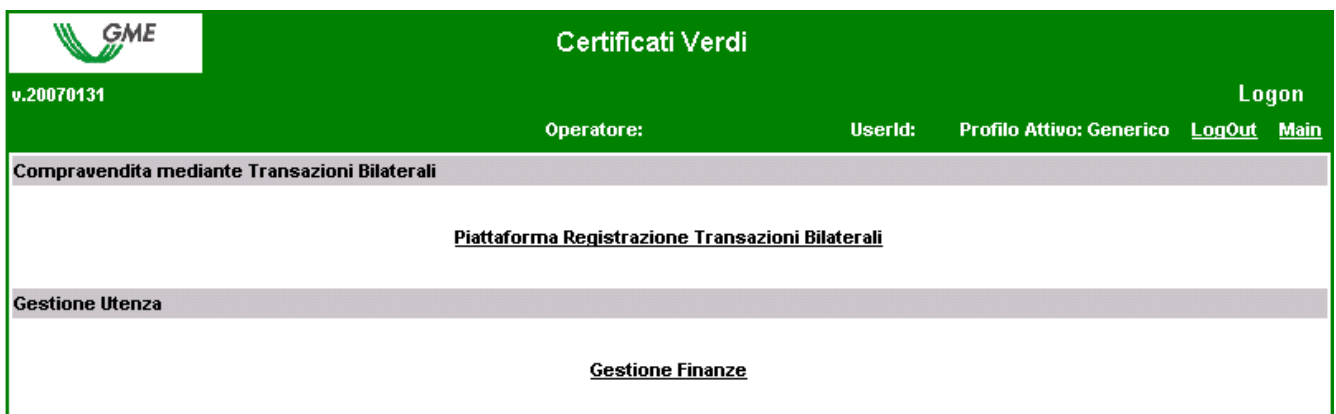b) **Viewer:** this role allows the user to view the data on the selected platform only.

The **password** chosen upon registration by the user will be required for access to the PBCV. The password must contain at least eight alphanumerical characters, of which at least one uppercase character and one numerical character.

After completing all the fields, authorise the processing of personal data and select the "Invia" (submit) button to send your registration. If the registration is successful, you will see the **user ID** that must be stored, as it will be necessary for access to the platform.

3. PBCV

By entering the user ID and password that you have specified upon registration, you will access the main screen of the PBCV (Figure 3).

Figure 3

Figure captions
Green Certificates
Logon
Participant – user ID – active profile: general – logout – main
Purchases/sales via bilateral transactions
PBCV
User management
Finance management

3.1 Registration of bilateral transactions

The request for registering a bilateral transaction by a selling Participant and the related acceptance/rejection by the buying Participant may be entered at any time outside the ordinary sessions during which - following the freeze of the ownership accounts that takes place on the day before each session - the possibility of acceptance/rejection by the buyer is not allowed.

During the sessions dedicated to GSE, buying Participants will not be allowed to confirm or reject bilateral transactions.

From the main screen (Figure 3), you may access the PBCV screen (Figure 4) by clicking on the appropriate link.

Figure 4

Figure captions
Green Certificates Market
Market participant – user ID – Active profile MCV: general – active profile PBCV: general – logout – main PBCV
Bilateral transactions of sale
Registered name of seller – registered name of buyer – reference period - volume – price – value – entry date – validation status (to be accepted) – GME's verification (false)
New order
Bilateral transactions of purchase
Registered name of seller – registered name of buyer – reference period - volume – price – value – entry date – validation status (to be accepted) – GME's verification (false)
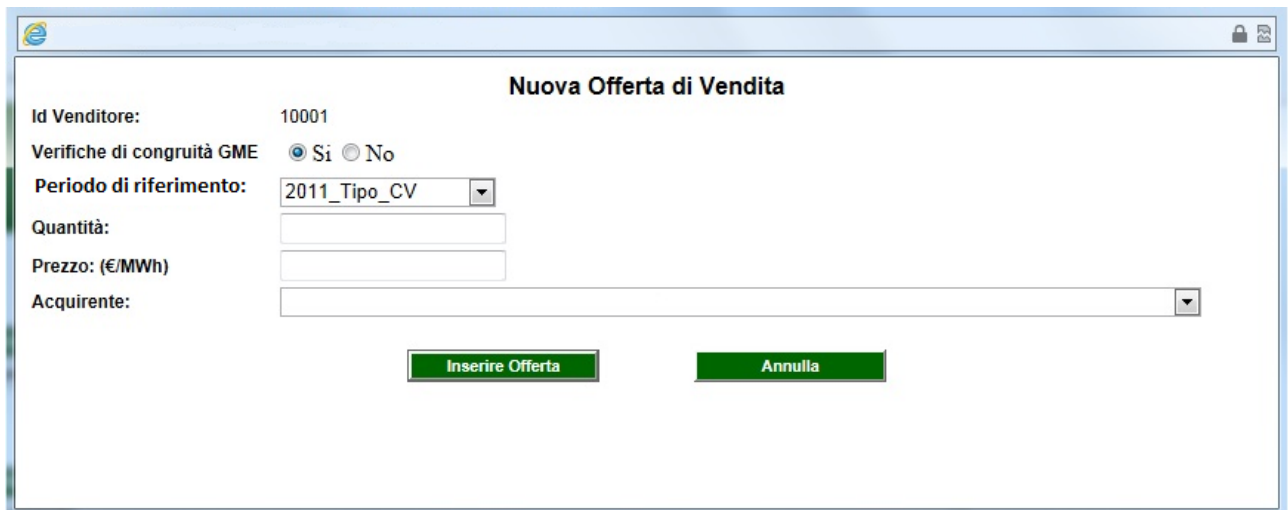Bilateral transactions awaiting validation
Registered name of seller – registered name of buyer – reference period - volume – price – value – entry date – validation status (accepted) – GME's verification (true)

Bilateral transactions of sale

In the "**transazioni bilaterali in vendita**" (bilateral transactions of sale) area (Figure 4 – red area), you may enter a bilateral transaction of sale by clicking on the "**nuova offerta**" (new order) button and completing the fields in the related window (Figure 5). In this window, select the year/quarter of validity of the Green Certificates (GCs) underlying the transaction, specify their volume and their unit price (without VAT) in €/MWh (specifying it with two decimals), select the registered name of the buying Participant from the List of PBCV Participants and indicate the mode which will be used for the registration (with or without technical adequacy verification).

Figure 5

Figure captions
New sell order
Seller ID
GME's technical adequacy verifications
Reference period
Volume
Price
Buyer
Enter order - cancel

By clicking on the "**inserire offerta**" (enter order) button, you will get a recap window containing the data of the entered transaction, as well as the computation of its total value. After checking the data for correctness, you may confirm the entry of the transaction by clicking on the "**conferma**" (confirm) button or cancel it by clicking on "**annulla**" (cancel)".

You may visualise the entered transaction in the "Bilateral transactions of sale" area (Figure 4 – red area); by clicking on the row of one of the entered sale transactions, you will get a window from which you may change one or more data of the transaction or cancel it.

Bilateral transactions can be submitted in two modes: with or without technical adequacy verification:

a) **with technical adequacy verification** (labelled "True" in the "verifica GME" - GME's verification - column, Figure 4): the transaction, after confirmation by the buyer, awaits validation by GME, which will confirm it on the day before the MCV session, after verifying that the buyer has paid the value of the transaction into GME's designated account (Figure 4 - yellow area).

The GC ownership accounts of the counterparties are updated only after validation by GME.

Unless otherwise specified by the Participant, the value of the transaction will be paid to the seller with value date on the working day following the one of the MCV session. If the Participant is authorised to trade also on the MCV, this amount can be used to make transactions in the course of the market session;

b) **without technical adequacy verification** (labelled "False" in the "verifica GME" - GME's verification - column, Figure 20):

The ownership accounts of the counterparties are updated when the buyer accepts the order.

In both cases a) and b), invoicing takes place between the buyer and the seller.

Acceptance or rejection of a bilateral transaction by the buying Participant

The "Transazioni bilaterali in acquisto" (bilateral transactions of purchase) area (Figure 4 – blue area) lists the transactions for which a given Participant has been specified as buying Participant by a selling Participant. By clicking on the row showing one of these purchase transactions, you will get a window from which you may **accept** or **reject** the request for registration that the selling Participant has submitted. You must confirm your selection in case of both acceptance and rejection.

In case the seller has entered a bilateral transaction **without technical adequacy verification,** the latter is automatically validated upon the buyer's confirmation. Indeed, the PBCV management system verifies the real-time availability of the GCs for sale on the ownership account of the seller within GSE's Registry. If the verification is successful, the transaction is validated and the GCs are transferred from the seller's ownership account to the buyer's account.

Transactions awaiting technical adequacy verification by GME

In the event that the Participant has entered the request for registration of a bilateral transaction with technical adequacy verification, the latter, once accepted by the buyer, will appear in the

"**Transazioni bilaterali in attesa di validazione**" (bilateral transactions awaiting validation) area (Figure 4 - yellow area).

This section also lists all sale and purchase transactions, accepted or rejected, to which the Participant is counterparty, which are awaiting validation and technical adequacy verification by GME.

Following validation of the transaction by GME, the GCs are automatically transferred from the ownership account of the seller to the buyer's one.

The list of transactions registered and accepted on the PBCV can be viewed by clicking on the "**Transazioni validate**" (validated transactions) button (Figure 4 - yellow area).

3.2 Management of the guarantee deposit

From the main screen (Figure 3), you may access the screen for the management of the guarantee deposit, by clicking on the "**gestione finanze**" (finance management) button.

Figure 6

Figure captions
Green Certificates Market
Deposit Management
Participant – user ID – active MCV profile: general – active PBCV profile: general – logout – main
Finance management
Operational deposit
Requests on deposit at the end of the market:

o   Refund entire deposit
o   Keep entire deposit
o   Refund an amount equal to
Submit request

Request of notification of new deposit
Submit request

Requests awaiting validation (notification of new amount/refund of deposit surplus)
No current request

The screen (Figure 6) displays the guarantee deposit made (i.e. the deposit available before the session) and the operational deposit (i.e. the deposit available after the session).

In order to notify a new deposit, before the opening of the PBCV session, you must enter the amount paid (specified with two decimals) into the "**richiesta notifica nuovo deposito**" (request of notification of new deposit) box and then click on "**invia richiesta**" (submit request). The system requires GME's confirmation of the request.

It is possible to choose whether to apply for a refund of the operational deposit or to keep the deposit on GME's designated account so that it can be used in subsequent sessions. To make this choice, select the corresponding option in the "**richieste sul deposito a fine mercato**" (requests on deposit at the end of the market) section and then click on "**invia richiesta**" (submit request). The system requires the GME to confirm the request. Just as for the notification of the deposit, the choice of requesting or not requesting the refund of the deposit must be made before the opening of the PBCV session.

Requests awaiting validation are listed in the "**richieste in attesa di validazione**" (requests awaiting validation) section.

4. Emergency procedure

GME will immediately notify users (via e-mail) of the occurrence of the emergency conditions referred to in Article 25 of the PBCV Rules.