

Technical Rule no. 06 rev2 MTEE

(under article 4 of the Rules of Operation of the Energy Efficiency Certificates Market)

Title	Notifications about the procedure of admission to/exclusion from the MTEE
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Reference Legislation	Article 15, para. 15.1, Article 16, para. 16.1 Article 17, paras. 17.1 and 17.4 and Article 22, para. 22.1, Rules of Operation of the Energy Efficiency Certificates Market
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1. Foreword

Article 15, para. 15.1 provides that a party intending to participate in the market shall submit to GME: a Market Participation Application in the format of Annex 1 to the Rules of Operation of the Energy Efficiency Certificates Market (hereafter: MTEE Rules), together with the documents indicated in Article 16 thereof; and a Market Participation Agreement in the format of Annex 2 to the MTEE Rules.

Article 17, para. 17.1 of the MTEE Rules provides that, within 15 calendar days of the date of receipt of the participation application, after checking whether the applicant meets the applicable requirements, as well as the validity of the documents submitted for participation in the market, GME shall notify the applicant of the acceptance or rejection of his/her/its application.

Article 17, para. 17.4 of the MTEE Rules provides that, if the documents submitted for participation in the market are irregular or incomplete, GME shall - under the procedures and within the time limits defined in the Technical Rules - notify the applicant of the requirements for submitting regular documents or for completing the already submitted ones, as well as of the time limit within which the applicant shall do so.

Article 22, para. 22.1 of the MTEE Rules provides that, for the purposes of exclusion from the market, participants shall - under the procedures and within the time limits defined in the Technical Rules - file an appropriate written application with GME; the application shall indicate the date from which exclusion is requested.

2. Procedures and time limits for GME's notifications

GME will notify by a registered letter with return receipt or CEM:

- the admission of the applicant to the market or the rejection of his/her/its participation application within 15 calendar days of the date of receipt thereof (article 17, para. 17.1 of the MTEE Rules);
- in case of incomplete or irregular documents, the steps necessary to complete or regularise them, as well as the time limit by which the applicant must do so (article 17, para. 17.4 of the MTEE Rules).

3. Procedures and time limits for the applicant's/Participant's notifications (admission to/exclusion from the market)

A party applying for participation in the market must send to GME by ordinary mail or courier or CEM:

- the **Market Participation Application** in the format of Annex 1 to the MTEE Rules, signed in original by the individual (if the applicant is an individual) or by the legal representative or duly authorised person (if the applicant is an organisation) – Article 15, para. 15.1 a) of the MTEE Rules;
- the **declaration or other equivalent document**, based on which GME will carry out a substantial equivalence evaluation, **referred to in article 16, para. 16.1 a) of the MTEE Rules**;
- if the applicant is an organisation, the **declaration or other equivalent document**, based on which GME will carry out a substantial equivalence evaluation, **referred to in article 16, para. 16.1 b) of the MTEE Rules**;
- the **Market Participation Agreement**, in the format of Annex 2 to the MTEE Rules, initialled on each page and signed at the foot, in original, by the individual (if the applicant is an individual) or by the legal representative or other duly authorised person (if the applicant is an organisation) – Article 15, para. 15.1b) of the MTEE Rules.

A participant applying for exclusion from the market must send to GME - by ordinary mail or courier or CEM

- the request for exclusion from the market, signed in original by the individual (if the applicant is an individual) or by the legal representative or other duly authorised person (if the applicant is an organisation) – Article 22, para. 22.1 of the MTEE Rules.