



Consultation Document no. 02/2018

NEW METHODS FOR MANAGING PARTICIPATION PROCESSES IN GME'S MARKETS AND PLATFORMS: THE "ANAGRAFICA CENTRALIZZATA (AC)" PLATFORM

1. Foreword

This consultation document aims at illustrating the structure and implementation phases of the IT project regarding the participation process of markets and platforms organized and managed by GME as well as the notification process through which market and platform participants can send and update data and information functional to their participation.

The growth of the markets and the platforms organized and managed by GME requires an efficient process of participation and notification of data/information in respect of both applicants and market participants who have already completed the admission/registration phase, in order to facilitate not only the obligations connected to the admission/registration processes but also the fulfillment of the notification obligations of the market participants in compliance with the Rules/Regulation applicable for each market/platform.

In addition, this IT project has the benefit of allowing participants to access and know, at any time, their status within GME including all the data and information notified both during admission/registration phase and during the period of operation on the market/platform. .

To this aim, GME is developing a specific IT platform named “Anagrafica Centralizzata” (hereafter: AC or AC platform) which allows all the participants admitted/registered to the GME’s markets/platforms to access their own data. Basically, through the AC platform, market operators can :

- view their own relevant data and information relating to each market/platform;
- draw up and submit the documentation required for the admission/registration to GME's markets and platforms;
- draw up and submit notifications of operational and personal data, as well as information related to the participation in the relevant market/platform.

In order to provide an overview of the new modalities to manage data processes through the AC platform, this document provides a description of the structure, the functionalities and the implementation phases of the aforementioned platform. Obviously, prior to the operational launch of the AC platform, GME will provide further operational details and the IT procedures to be complied with to fill out web-forms required for managing the data and information flow through the platform.

All interested parties can make their comments with reference to the provision of this document.

These comments must be sent in writing to GME - **Governance**, no later than **20 July 2018**, deadline for closing this consultation, using one of the following methods:

- e-mail: info@mercatoelettrico.org
- fax: **06.8012-4524**
- post: **Gestore dei mercati energetici S.p.A.**
Viale Maresciallo Pilsudski, 122 - 124
00197 – Roma

Parties wishing to safeguard the confidentiality or secrecy, in whole or in part, of the documentation sent are required to indicate which parts of their documentation are to be considered confidential.

2. Structure and functionality of the AC Platform

As shown, all data and information indicated by the applicant during the admission/registration phase, as well as those notified by the market operator, following the admission/registration, functional to its participation in the markets/platforms¹, will be entered in the AC platform.

For AC purposes, applicants and market operators are required to be provided with a digital certificate (electronic signature device) and, as the case may be, the certified e-mail address (PEC)².

The AC platform will be divided into two sections and will manage the data acquired in a segregated way for each market/platform.

In particular, the AC platform will provide:

- a **public section (portal)** through which, separately for each market/platform, it's possible to submit:
 - for applicants, the documentation for admission/registration.;
 - for market operators, the request for registration to the AC.
- a **restricted access section** dedicated to each GME's market participant, providing the data and information of exclusive pertinence of the participant, to which only the latter will be allowed. Access to the reserved access section will allow the market participant, at any

¹ Please note that the data functional to the participation are duly defined with reference to each market/platform within the related Rules/Regulation. By way of mere example, it should be noted that this category of data includes, for example, the participant's banking details and the tax regime.

² The PEC service (Certified Email in Italian Posta Elettronica Certificata) is the system which allows users to send e-mails with legal value equivalent to a registered letter with return receipt. Thanks to the security protocols that are used, the Pec service can ensure certainty of content preventing any changes to the message, both to the contents and any attachments.

time, to be aware about its own data and information notified therein. In particular, the market participant may:

- view personal and corporate data and information relating to each market/platform for which the market participant has been admitted;
- drawing up, through specific web-forms, the notifications/declarations concerning the data and the information required to participate in a given market/platform;
- drawing up, through specific web-forms, the notifications concerning the change of register-related data and information and operational data relating to a given market/platform previously notified;
- drawing up, through a specific web form, the request for exclusion from the market/platform;

The AC reserved access section is accessible through a valid digital certificate, issued by a company registered in the public register of digital signature certifiers, held and made available by the Digital Italy Agency (AgID) and compatible with the AC. In the event that applicants and market operators are legal persons, the submission within the AC portal of the application for admission/registration to the market/platform or the registration request to the AC must be carried out by the person having the powers of representation³ (ie the legal representative/specially authorized agent) who must, therefore, be provided with a digital certificate.

Both with reference to the **public section (portal)** and the **restricted access section**, upon completion of the specific web-forms, depending on the type of procedure to be activated (application for admission/registration to the market/platform, request for AC registration, request for exclusion, notification of data required for operational purposes, etc.), the AC shall generate the related documentation in the form of a pdf file.

The electronic documentation resulting from this procedure is made available by the AC platform to the applicant or market operators according to the following modalities:

³ If there is more than one legal representative/specially authorized agent, access is allowed to everyone, each with his/her own digital certificate.

- automatic submission to the certified e-mail address (PEC) indicated in the documentation generated by AC, **if the applicant or market operator is Italian, or foreign with a permanent establishment in Italy⁴, or in any case has a PEC**. In this case, in order to ensure the integrity and the immutability of the aforementioned documentation sent by PEC, the AC shall apply the GME's electronic seal on each document generated by the platform;
- download of the documentation drawn up on the AC **if the applicant or market operator is not Italian, or foreign with a permanent establishment in Italy⁵, or does not have a PEC address**.

The documentation made available by the AC must be signed by the applicant or market operator (in the case of legal persons, the subscription must be made by the legal representative or by the person with the powers of representation) and submitted to GME:

- by PEC, if the applicant or market operator is Italian, or foreign with a permanent establishment in Italy, or in any case has a PEC. In this case, the documentation must be signed by digital signature,;
- through, by way of mere example, registered mail with acknowledgment of receipt, courier or hand delivery **if the applicant or market operator is not Italian, or foreign with a permanent establishment in Italy⁶, who does not have a PEC address**.

The procedures for making available the documentation generated by the AC and the subsequent submission to GME by the applicant or market operator will be similar for any process of personal data managed through the AC platform, since the only one element of substantial differentiation is represented by the type of documents that each relevant procedure requires. By way of mere example, in the case of the request for admission/registration to a given market/platform within the portal, the documentation that will be produced by the AC will be the same as the one required to date under the respective Rules/Regulation, namely: 1) application for admission/registration, 2) market/platform participation agreement, 3) related self-certifications/declarations⁷. In this regard, please note that with the introduction of the AC platform, the processes for managing and updating market operators' data will remain substantially unchanged compared to those envisaged to date, to the extent that the documentation

⁴ A market participant or an applicant with Italian nationality or foreign nationality with permanent establishment in Italy shall mean: in the case of a natural person, the citizen of a EU country or a non-EU citizen legally residing in Italy; in the case of a legal person, the company recorded in the Italian Registry of Companies .

⁵ See note 4.

⁶ See note 4.

⁷ In the case of admission/registration to the market/platform, if the applicant is not entitled to submit the self-declaration pursuant to Decree of the President of the Republic 445/2000 certifying the powers of representation or the absence of convictions, the applicant shall submit an equivalent documentation, not generated through the AC, on which GME reserves the right to make a substantial assessment for the admission/registration.

required for each process and the relevant timings for its management by GME will not be subjected to any changes.

Lastly, it should be noted that only for non-Italian persons⁸ who are unable to obtain a digital certificate and a PEC, GME will keep the current procedures for preparing and sending documentation for the purposes of the admission/registration procedure to the markets/platforms as well as to the notification of all data and information to participate in the same markets/platforms.

3. Implementation phases of the AC Platform

The implementation of AC platform - which, when fully operational, will involve all GME's markets and platforms - will be carried out according to a gradual approach that will allow a fully-aware migration of the market participants towards a web-based communication channel in which the submission of paper documentation will only have a marginal role to meet the particular needs of certain categories of market participants (non-Italian market participants) justifiably unable to be provided with the tools necessary for using AC functionalities. More specifically, according to the aforementioned gradual approach, the migration to the AC platform of the various GME's markets and platforms shall take place in subsequent phases according to a planning to be further announced by GME. The electricity market will be the first market involved in this migration process whose go live is expected for the first half of 2019. It is understood that the use by market participants/applicants of the AC platform will be restricted to the markets that will gradually be migrated to AC. For all the other markets/platforms not yet migrated, the current communication tools/channels between market participants/applicants and GME will remain valid.

⁸ See note 4.