



REMIT Reporting Service

Registration Guide

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1. Introduction

According to Article 8 of the Regulation (EU) No 1227/2011 on Wholesale Energy Market Integrity and Transparency (“REMIT”) and Article 6 of the REMIT Implementing Regulation (EU) No 1348/2014 (“Implementing Regulation”), Market Participants, shall report details of wholesale energy products executed at organised market places (“OMP”), including matched and unmatched orders to the Agency for Cooperation of Energy Regulators (“ACER”) through the OMP concerned, or through trade matching or trade reporting systems.

While the overall responsibility lies with Market Participants, their reporting obligation shall be considered to be fulfilled once the required information is received by ACER from the OMP concerned, or through trade matching or trade reporting systems.

LAGIE SA (“LAGIE”) operates an OMP as defined in Article 2(4) of the Implementing Acts and is in the final stage of registering with ACER as a Registered Reporting Mechanism (“RRM”).

In the context of the above, LAGIE develops an Integrated Information System, the “RS-RRM Platform”, through which Market Participants in the Greek wholesale electricity market (DAS) will fulfill their reporting obligations.

Access to the RS-RRM Platform is granted to Market Participants, after conclusion of REMIT Reporting Services Agreement and their consequent subscription to the Register of the Subscribed Users of the RS-RRM Platform.

The present document describes in details the registration process and gives an overview of the Services available by the RS-RRM Platform.

2. REMIT Reporting Services Agreement

Market Participants of the Greek wholesale electricity market (DAS) must conclude the “REMIT Reporting Services Agreement” (“Agreement”) according to the provisions of Article 6 of the Implementing Acts, in order to subscribe to the Register of Subscribed Users of the RS-RRM Platform. The Agreement comprises of the following documents:

- “General Terms and Conditions” that are applicable to the offered Services,
- “Subscription to Services”, of the Market Participant and subscription of necessary basic data,
- “Services Description” and,
- “Service Fee” with the applicable fees per offered Service.

2.1 Subscription to Services-Registry of Subscribed Users of RS-RRM Platform

Market Participants of the Greek Wholesale Energy Market (DAS), shall be subscribed in the Register of Subscribed Users of the RS-RRM Platform according to the data provided in the form Subscription to Services. More specifically:

- **MARKET PARTICIPANT INFORMATION:** General information about Market Participant to be filled in.
- **IDENTIFICATION CODES.** Market Participant shall provide mandatorily its ACER and EIC codes and optionally any of the requested codes that has in its possession. In case ACER

code is missing LAGIE will not proceed with the subscription and Market Participant shall resubmit the form duly completed with ACER code.

- **RESPONSIBLE PERSON FOR DATA AND REPORTING SERVICES.** Market Participant shall provide the contact details of the person appointed responsible for communications vis-à-vis LAGIE regarding any matter concerning the REMIT Reporting Services Agreement and the corresponding Service provided by LAGIE.
- **CONTACT DETAILS FOR USER OF THE RS-RRM PLATFORM.** Market Participant shall provide the contact details of the authorized user (Web GUI) that will have access to RS-RRM Platform. Appointment of the second user (Web Service) is optional, however if requested by Market Participant, the corresponding details must be provided.
- **SUBSCRIPTION TO SERVICES:** Market Participant shall select the Service which intends to use. It is noted that only one Service can be selected.
- **Static IP Address:** For security purposes, Market Participant shall state a static IP address

2.2 Registration Process

Market Participants must submit the Agreement to LAGIE, duly filled-in. All pages of the Agreement should be signed by the Market Participant's Legal Representative, certified with an apostille, and bear the company's stamp.

Submission of the Agreement shall be accompanied by a Solemn Declaration of the Market Participant's Legal Representative(s), stating that no changes have occurred to the company nor to the representation of the company relative to the documentation already submitted to the DAS Participants' Registry. In case that any change has occurred then the Agreement must be followed by the necessary documentation that justify/prove the aforementioned change. LAGIE is eligible to request any additional documentation to verify the change in company's status or the legal representation.

Market Participants shall submit the required documentation with the indication "**REMIT Reporting Services Agreement-Company Name**" as follows:

- (a) Scanned copy of the documents by e-mail to REMIT@lagie.gr and,
- (b) Original documents by standard mail/courier to:

LAGIE SA
72 Kastoros Str.
GR18545 Piraeus
GREECE

LAGIE within, 5 working days from the date of receipt of the Agreement, the Solemn Declaration of the Market Participant's Legal Representative and any additional required documentation and provided that there is no reason of non-acceptance, confirms Market Participant's subscription to the Registry of Subscribed Users of RS-RRM Platform, and the entry into force of the Agreement.

In case of non-acceptance of the Agreement, LAGIE will not proceed with the subscription and will inform accordingly the Market Participant for the reasons thereof, by sending an e-mail to the responsible Person for Data and Reporting Services. Following the receipt of such notification, Market Participant will have to resubmit the Agreement and relevant documentation.

2.3 Change of Service

Market Participant wishing to change the selected Service, shall submit to LAGIE the form “Subscription to Services” duly filled-in, stamped, signed by the Legal Representative and certified with an apostille.

Submission of the Agreement and corresponding LAGIE approval will be made according to the procedure described in paragraph 2.2 above.

3. Services

Market Participants, after their subscription in the Register of Subscribed Users of the RS-RRM information system of LAGIE, will receive one of the following services, as selected by them in the “Subscription to Services”:

3.1. Data Reporting Service.

LAGIE will provide the Market Participant access to records of DAS transactions through the platform RS-RRM. Market Participant will perform data export in order to report them to ACER via another RRM.

DAS Transactions data will be available to the RS-RRM Platform for downloading by the Market Participant in a specific format that is required by ACER, the latest on the working day following the auction.

3.1.1. File Content

The downloadable XML file (one per Market Participant) will contain the complete information related to orders submitted and trades concluded in the Day Ahead Scheduling (DAS Transactions)¹.

3.1.2. File Format

The data will be in the XML format, based on the ACER xsd schemas supported by the RS-RRM Platform.

3.1.3. File Naming

The XML file will follow the following naming convention:

YYYYMMDD_SCHEMANAME_SCHEMAVERSION_ACERCODE_SEQID.EXTENSION

where:

- YYYYMMDD - submission date where:
 - YYYY: date year;
 - MM: date month;
 - DD: date day.
- SCHEMANAME: The name of the ACER scheme for the file submitted, i.e. "REMITAnnexTable1"
- SCHEMAVERSION: The version of the ACER xsd schema for the file submitted (e.g. "V1" or "V2", etc.)
- ACERCODE: LAGIE ACER code, i.e.

¹ LAGIE will use the EIC Code of the Market Participant for reporting (Field: Id of the Market Participant).

- SEQID: a unique file sequence identifier (integer number) assigned by LAGIE for a specific file upload.
- EXTENSION: the file extension.
LAGIE will provide Market Participants the XML files signed and encrypted in order to preserve data quality and integrity.

Note: If for any reason, old data is needed to be uploaded (e.g. LAGIE was not able to upload the data to the RS-RRM Platform on that date), uploaded file will respect the naming convention considering the day of uploading.

3.1.4. File Size

The maximum size of each XML file will not exceed 10MB.

3.1.5. Downloading

The downloadable file in ACER XML format will be made available in RS-RRM Platform for downloading by Market Participant the latest by 12.00 (Local Time) of the working day following the day of trading.

3.1.6. Accuracy and Handling of errors

To ensure the accuracy of XML reports, the RS-RRM Platform validates against the ACER xsd schema with regard to mandatory fields, data types, restricted sets of data, etc. as well as other validation rules defined by ACER. XML reports are made available in the RS-RRM Platform after passing successfully the validation rules.

In the event that a XML report has passed all validation rules within the RS-RRM platform but is nonetheless subsequently rejected by ACER, Market Participant after having ensured that the rejection was not due to the submission by its RRM, will then inform LAGIE providing the ACER receipt file in decrypted form.

LAGIE will evaluate the reason of rejection and, if necessary, will make available a corrected file to the RS-RRM Platform, for downloading by the Market Participant, the latest by 12.00 (Local Time) of the working day following the day of receipt of Market Participants corresponding notice.

3.2. RRM Reporting Service

LAGIE as RRM, will report to ACER, on behalf of the Market Participant, the DAS Transactions in a complete, accurate and timely manner, according to REMIT article 8(1).

Market Participant will be able to access the reported data and received confirmations via a web portal, where an overview of the submitted reports and their status shall be displayed.

3.2.1. Reports Submission to ACER

LAGIE reports to ACER's REMIT Information System (ARIS), the Market Participant's DAS transactions, via the platform RS-RRM the latest on the working day following the auction.

The reported XML file (one per Market Participant) will contain the complete information related to orders submitted and trades concluded in the Day Ahead Scheduling (DAS Transactions)².

To ensure the accuracy of XML reports, the RS-RRM Platform validates against the ACER xsd schema with regard to mandatory fields, data types, restricted sets of data, etc. as well as other validation rules defined by ACER. XML reports are submitted to ACER after passing successfully the validation rules.

In the event that data has passed all validation rules within the RS-RRM platform but is nonetheless subsequently rejected by ACER, LAGIE will correct and re-submit the corresponding file to ACER the latest by 14.00 (Local Time) of the working day following the day of receipt of ACER's corresponding notification.

Following successful acceptance by ACER, copy of the corresponding XML report will be available to the RS-RRM Platform for offline review and/or downloading by the Market Participant.

3.2.2. ACER Receipts

ACER receipts are generated automatically after the data files are uploaded to ACER's system. LAGIE will process and make available to the RS-RRM Platform the ACER receipts and Market Participant will be able to view and/or download the corresponding ACER receipt for every XML report sent, certifying the successful transmission of the report by LAGIE and correct reception by ACER.

4. RS-RRM Platform

The RS-RRM Platform provides all the necessary functionality for:

- the reporting of LAGIE as RRM, on behalf of Market Participants, to ACER
- the delivery to the Market Participants wishing to report via another RRM, of the corresponding reports in ACER XML format.

The RS-RRM Platform will be available to the Market Participants at all times, except for maintenance and/or unplanned malfunctions.

For any case of unavailability of the RS-RRM Platform, LAGIE will inform accordingly the Users of the RS-RRM Platform by e-mail and/or announcement in its website.

4.1. Technical requirements for use of the RS-RRM Platform

Access to the RS-RRM platform is made through the use of a web portal and/or automatically via a web service.

Minimum requirements for web portal use, are:

- Static IP (as provided in the form "Subscription to Services"),
- Personal Computer with

² LAGIE will use the EIC Code of the Market Participant for reporting (Field: Id of the Market Participant).

- operating system Win7 or later and fully updated,
- latest version of Internet Explorer or Mozilla FireFox browser,
- antivirus protection
- Internet connection .

Requirements for web channel service will be available on Market Participant's request.

4.2 Access to the RS-RRM Platform

Following successful subscription of the Market Participant to the Register of Subscribed Users of RS-RRM Platform, the User(s) of the RS-RRM Platform as appointed by Market Participant, shall receive by LAGIE the set of credentials (UserName and Password) for accessing to the RS-RRM Platform. During the first access to the RS-RRM Platform, Password shall necessarily be changed by the respective User.

The Market Participant shall ensure that the log-in credentials are treated confidentially, used only for the intended purpose and in connection with the relevant Service, and that adequate security measures are in place at the Market Participant's facilities to prevent unauthorized access or use.

4.3. RS-RRM Platform Web User Interface

RS-RRM Platform Web User Interface provides the following functionalities, for each Registered User, with respect to the corresponding Subscribed Services:

4.3.1. Subscribers of the RRM Reporting Service

- Viewing of XML reports that have been created by RS-RRM Platform, submitted to ARIS-ACER and were fully accepted,
- Viewing of the submitted XML reports status
- Viewing of ACER receipts for the accepted XML reports,
- Receiving and downloading of XML report files,
- Receiving and downloading of files of ACER receipts / checks,
- Selecting and viewing XML reports according to a range of dates.

4.3.2. Subscribers of the Data Reporting Service

- Viewing of XML reports that have been created by RS-RRM Platform in ACER XML format,
- Receiving and downloading of XML reports in ACER XML format,
- Viewing of XML reports that have been received by the User,
- Selecting and viewing XML reports according to a range of dates.

5. Communication

For any matter regarding REMIT Reporting Service, Market Participants may contact LAGIE either by phone at +30 211 880 6964/6954 (Market Operator Shift) or by e-mail at REMIT@lagie.gr.

In case of any unplanned malfunctions, interruptions, delays and suspensions of the features of RS-RRM Platform, LAGIE will notify the Market Participants by e-mail and/or announcement in its website.