



**MINERAL-OIL STORAGE AND TRANSIT CAPACITY DATA REPORTING PLATFORM
(PDC-OIL)**

PDC-OIL PARTICIPANTS' GUIDE

entered into force on 4th July 2013, as subsequently amended and supplemented

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1. FOREWORD

Legislative Decree no. 249 of 31 December 2012 (hereafter “Legislative Decree 249/2012”) implemented Council Directive 2009/119/EC of 14 September 2009 (imposing an obligation on Member States to maintain minimum stocks of crude oil and/or petroleum products). The decree has the objective of strengthening national legislation on emergency oil stocks, as well as promoting the level of competition in the oil sector, by widening opportunities for selling and buying logistic services and oil products.

As part of the pro-competitive measures introduced by Legislative Decree 249/2012, GME was vested with the task of developing: i) an oil logistics market platform (art. 21, para. 1 of Legislative Decree 249/2012) to facilitate the trading of logistic capacities in the short, medium and long term; and ii) a wholesale oil products market platform (art. 22, para. 1 of Legislative Decree 249/2012) to favour the trading of liquid oil products for the transport sector.

As for the mineral-oil logistics platform (P-LOGISTICS), launched on 25 October 2017 and, in particular, for the datasets that are instrumental for its operational start-up, art. 21, para. 2 of Legislative Decree 249/2012 provides that: parties holding mineral-oil storage capacity (even if unutilised) in Italy, in depots with a capacity of more than 3,000 m³, shall yearly report their available capacity data (hereinafter: **notification of data on the annual capacity**) to GME, by using the data reporting template approved by the Ministry of Economic Development Director-General’s Decree no. 17371 of 30 May 2013 (hereinafter “**annual reporting template**”).

Additionally, in its notice of 1 July 2013, the Ministry of Economic Development clarified that the party subject to the obligation of reporting mineral-oil storage capacity data, as per art. 21, para. 2 of Legislative Decree 249/2012, to GME is the owner of the storage facility or, if the facility has been leased, only the lessee.

To enable the notification of data on the annual Mineral-oil storage capacity, GME set up the Mineral-Oil Storage Capacity Data Reporting Platform (PDC-oil) instrumental to acquire and manage the identification data of obliged parties, as well as the data and information concerning their available logistic capacity.

Article. 21, paragraph 3 of Legislative Decree 249/2012, moreover, specifies that the decree of the Minister of Economic Development provides for the operating modalities with which holders of mineral-oils storage facilities and mineral-oils processing facilities will have to provide GME with data on the monthly capacity for storage and transit of mineral oils used for private purposes, on the available capacity for use by third parties and on capacity used based on signed contracts (hereinafter: notification of data on the monthly capacity).

In implementing the provisions of the aforementioned Article 21, paragraph 3 of Legislative Decree 249/2012, the Ministry of Economic Development, by Ministerial Decree of 5 July 2017, no. 17433 – *Approval of the Rules of Operation of the Market Platform for the Meeting of Demand and Supply of Oil Logistics* (decree 5 July 2017) - has defined the procedures according to which the parties subject to the reporting obligation referred to in article 2, paragraph 1, of the same decree, shall, always within the **PDC-oil**, **notify the data on monthly capacity**.

In particular, the Decree of 5 July 2017 provided that, pending the adoption of the definitive model of data on monthly capacity and limited to the duration of the transitional trial period of P-Logistics referred to in Article 4, paragraph 2, of the same decree (hereafter: transitional trial period), the notification of such data shall be carried out on the basis of the indications contained in a specific Circular adopted by the Ministry of Economic Development.

In implementing the aforementioned, by Ministerial Circular no. 1612 of 19 January 2018, the necessary indications have been defined for the notification of data on the monthly storage and transit capacity of mineral oils during the transitional trial period, which require the compilation and notification, by the obliged subjects in the **PDC-oil** context, of two reporting forms, one for the monthly storage capacity, the other for the transit capacity (hereinafter: **monthly reporting template – transitional trial period**).

As a result, through the **PDC-oil**, GME will collect and process:

- the identification data of obliged parties;
- the data and information concerning the logistic capacity that obliged parties have available, as indicated in the annual data reporting template, to be provided to GME on a yearly basis;
- data and information on the monthly capacity in the availability of the obliged parties, as per the monthly reporting templates – transitional trial period (referred to in Ministerial Circular No. 1612 of 19 January 2018) as subsequently integrated and/or modified, to be provided to the GME on a quarterly basis "ex ante" , or in three "time windows" within each year, each referring to the four following calendar months.

Under the provisions of the Rules of Mineral-Oil Storage and transit Capacity Data Reporting Platform (hereinafter: PDC-OIL Rules), the party subject to the obligation of reporting the data referred to in article 21, para. 2 of Legislative Decree 249/2012 and in article 2, paragraph 1 of the Decree of 5 July 2017, to GME, through the PDC-oil, is the facility operator, i.e.: the owner or, if the facility has been leased, the lessee.

Access via login and password guarantees the confidentiality and security of the data stored into the PDC-oil.

For the purposes of this Guide, reference is to be made, where applicable, to the definitions given in the PDC-Oil Rules.

2. PARTICIPANTS' REGISTRATION PROCEDURE


To register with the PDC-oil:

- connect to GME's website (<https://www.mercatoelettrico.org> or <https://www.mercatienergetici.org>);
- go to the "The Markets" section of the home page;
- select "Fuel markets/PDC-oil/access to the PDC-oil" or "Access to the markets/PDC-oil";
- fill in the web form (Figure 1) that you may view by clicking on the "Richiesta Iscrizione" (application for participation/registration) icon and follow the procedure described herein.

Before starting the procedure for registration with the PDC-oil, you must have all the mandatory data available, as you cannot suspend and then resume the filling-in of the web form containing the application for participation in/registration with the PDC-oil.

After confirming the data entered into the participation application, you will not be able to make changes or add data to the already entered ones, including those entered into optional fields.

Figure 1



Iscrizione alla piattaforma PDC - oil

Informazioni Società

Codice MISE(*)	<input type="text"/>
Ragione Sociale	<input type="text"/>
Nome Legale Rappresentante (o soggetto munito dei necessari poteri)	<input type="text"/>
Cognome Legale Rappresentante (o soggetto munito dei necessari poteri)	<input type="text"/>
Codice Fiscale Società	<input type="text"/>
Partita IVA	<input type="text"/>
Indirizzo Sede Legale	<input type="text"/>
Città	<input type="text"/>
Provincia	<input type="text" value="▼"/>
CAP	<input type="text"/>
Nazione	<input data-bbox="448 1050 826 1077" type="text" value="ITALIA"/>
Numero Telefonico	<input type="text"/>
Numero di Telefacsimile (*)	<input type="text"/>
Indirizzo e-mail	<input type="text"/>
PEC (*)	<input type="text"/>

Informazioni Referente Comunicazioni

Nome	<input type="text"/>
Cognome	<input type="text"/>
Numero Telefonico	<input type="text"/>
Numero di Telefacsimile (*)	<input type="text"/>
Indirizzo e-mail	<input type="text"/>

Indirizzo se diverso da quello della sede legale della società

Informazioni Sede Amministrativa

Indirizzo se diverso da quello della sede legale della società

Registrazione Utenti

Nome	Cognome	Telefono	Cellulare	E-mail	C.F./Passaporto	Ruolo
<input type="button" value="Inserisci utente"/>						

(*) Campo non obbligatorio

The web form for registration of a new participant is divided into four sections:

- Informazioni Società (company data);
- Informazioni Referente Comunicazioni (contact person's data);
- Informazioni Sede Amministrativa (administration office data);
- Registrazione Utenti (users' registration).

The fields of the web form marked by an asterisk are optional.

If you forget filling in one or more mandatory fields, you will see a red message signalling your omission beside the corresponding item or at the bottom of the page.

If you fail to complete one or more mandatory fields, then the application for participation in the PDC-oil will not be generated.

The following are the sections to be completed and the related procedure.

In the first section, "Informazioni Società" (company data) (Figure 2), the applicant (facility operator) must fill in the following fields:

- **Codice MISE (code assigned by the Ministry of Economic Development) (if any):** code assigned to the company by the Ministry of Economic Development for stockholding purposes;
- **Ragione Sociale (registered name):** registered name of the applicant company;
- **Nome Legale Rappresentante (legal representative's name):** name of the individual provided with powers of representation;
- **Cognome Legale Rappresentante (surname of legal representative):** surname of the individual provided with powers of representation;
- **Codice Fiscale Società (company taxpayer's code):** taxpayer's code of the applicant company;
- **Partita IVA (VAT number):** VAT number of the applicant company;
- **Indirizzo Sede Legale (registered office address):** address of the registered office of the applicant company;
- **Città (town/city):** town/city of the registered office of the applicant company;
- **Provincia (province):** where applicable, province of the registered office of the applicant company;
- **CAP (postal code):** postal code of the registered office of the applicant company;
- **Country:** country of the registered office of the applicant company.

- **Telephone Number** (Registered Office): telephone number of the registered office of the applicant company;
- **Telefacsimile Number** (Registered Office) **(if any)**: telefacsimile number of the registered office of the applicant company;
- **E-mail address** (Registered Office): e-mail address of the registered office of the applicant company;
- **CEM address (if any)**: Certified e-mail address of the registered office of the company applying for admission.

Figure 2

Informazioni Società	
Codice MISE(*)	<input type="text"/>
Ragione Sociale	<input type="text"/>
Nome Legale Rappresentante (o soggetto munito dei necessari poteri)	<input type="text"/>
Cognome Legale Rappresentante (o soggetto munito dei necessari poteri)	<input type="text"/>
Codice Fiscale Società	<input type="text"/>
Partita IVA	<input type="text"/>
Indirizzo Sede Legale	<input type="text"/>
Città	<input type="text"/>
Provincia	<input type="text" value=""/>
CAP	<input type="text"/>
Nazione	<input type="text" value="ITALIA"/>
Numero Telefonico	<input type="text"/>
Numero di Telefacsimile (*)	<input type="text"/>
Indirizzo e-mail	<input type="text"/>
PEC (*)	<input type="text"/>

In the second section, “Informazioni Referente Comunicazioni” (contact person’s data) (Figure 3), complete the web form regarding the person designated as contact person for all of GME’s communications by entering the following data:

- **Nome (name)**
- **Cognome (surname)**
- **Telefono (telephone number)**
- **Telefacsimile (telefacsimile number)) (if any)**
- **Email (e-mail address)**

Figure 3

Informazioni Referente Comunicazioni	
Nome	<input type="text"/>
Cognome	<input type="text"/>
Numero Telefonico	<input type="text"/>
Numero di Telefacsimile (*)	<input type="text"/>
Indirizzo e-mail	<input type="text"/>

In the third section, “Informazioni Sede Amministrativa” (administration office data) (Figure 4), enter the address of the administration office, only if it is different from the one of the registered office; do not fill in this section if the address of the administration office coincides with the address of the registered office.

Figure 4

The screenshot shows a web form titled "Informazioni Sede Amministrativa". At the top, there is a green header bar with the title. Below the header, there is a checkbox labeled "Indirizzo se diverso da quello della sede legale della società" which is checked. The form contains several input fields: "Indirizzo" (text input), "Città" (text input), "Provincia" (dropdown menu), "CAP" (text input), and "Nazione" (dropdown menu with "ITALIA" selected).

The last section, “Registrazione Utenti” (users’ registration) (Figure 5), may be used to enter users that are authorised to access the PDC-oil.

To register a user, click on “Inserisci utente” (enter user) and fill in the web form (Figure 6).

Figure 5

The screenshot shows a web form titled "Registrazione Utenti". It has a green header bar with the title. Below the header, there is a table with the following columns: "Nome", "Cognome", "Telefono", "Cellulare", "E-mail", "C.F./Passaporto", and "Ruolo". Below the table, there is a button labeled "Inserisci utente" with a person icon.

You must enter the following data for each user:

- Nome (name)
- Cognome (surname)
- Telefono (telephone number)
- Email (e-mail address)
- Cellulare (Mobile number)
- Codice fiscale (taxpayer’s code) / Nr. di passaporto (Passport number)
- Ruolo (*user* o *viewer*)

Please note that the passport number of the party designated to access the PDC-oil (User) can be indicated as an alternative to the tax code only if the party, of non-Italian or foreign nationality and not resident in Italy, does not have the tax code.

The roles of user and viewer are associated with the following options:

- if you specify the “**User**” profile, the user will be authorised to carry out all transactions for reporting data and information (identification data and characteristics of the depots) on the PDC-oil, and to view and download them;
- if you specify the “**Viewer**” profile, the viewer will be authorised only to view the data and information stored on the PDC-oil and to download them.

All the fields are mandatory.

After filling in all the fields, confirm the users’ data registration by clicking on the “Aggiungi” (add) button.

Figure 6

The screenshot shows a web form titled "Aggiungi un utente". The form includes the following fields and elements:

- Nome: text input field
- Cognome: text input field
- Telefono: text input field
- Cellulare: text input field
- E-mail: text input field
- C.F./Passaporto: text input field
- Ruolo: dropdown menu with "seleziona" selected and options "USER" and "VIEWER" visible
- Aggiungi: button
- Chiudi: button

After completing the entry of users, click on the “Avanti” (submit) button at the bottom of the registration form (Figure 1).

At this stage, you will get a page summarising the data that you have entered (Figure 7).

To complete the registration application, click on the “Conferma” (confirm) button.

Figure 7

Iscrizione alla piattaforma PDC - oil

Informazioni Società	
Codice MISE (*)	
Ragione Sociale	Rosso
Nome Legale Rappresentante	Legale
Cognome Legale Rappresentante	Legali
Codice Fiscale Società	1111111111
Partita IVA	1111111111
Indirizzo Sede Legale	Via prova 1
Città	Roma
Provincia	RM
CAP	00100
Nazione	ITALIA
Numero Telefonico	1111111111
Numero di Telefacsimile (*)	1111111111
Indirizzo e-mail	prova@test.it
PEC (*)	

Informazioni Referente Comunicazioni	
Nome	test
Cognome	test
Numero Telefonico	11111111
Numero di Telefacsimile (*)	11111111
Indirizzo e-mail	prova@test.it
Indirizzo	Via prova 1
Città	Roma
Provincia	RM
CAP	00100
Nazione	ITALIA

Informazioni Sede Amministrativa	
Indirizzo	Via prova 1
Città	Roma
Provincia	RM
CAP	00100
Nazione	ITALIA

Registrazione Utenti						
Nome	Cognome	Telefono	Cellulare	E-mail	C.F./Passaporto	Ruolo
Nome1	Cognome1	1111111	1111111	test@test.it	XXXXYY01W01A001A	USER

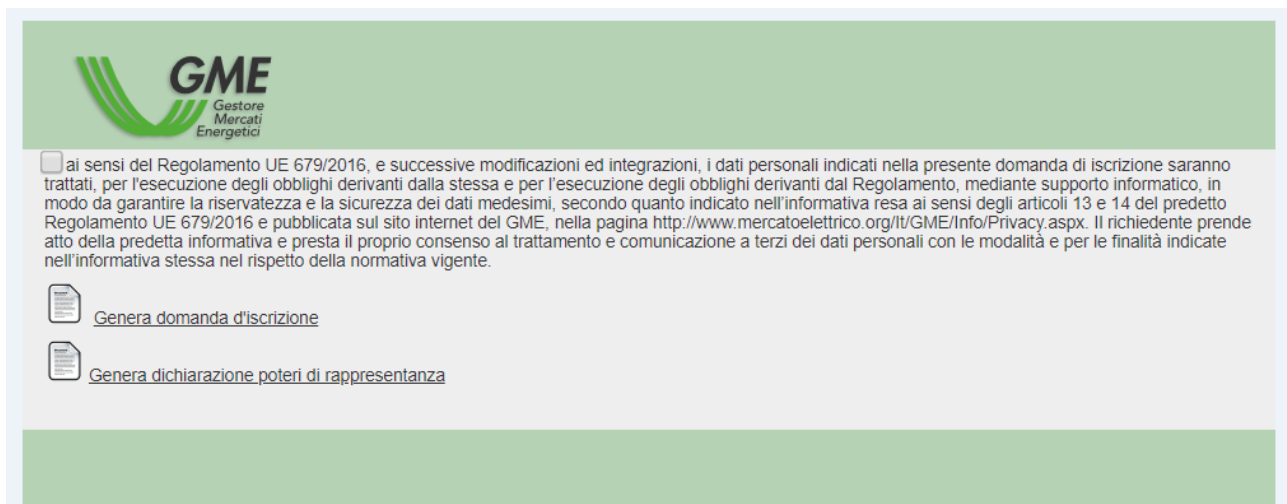
(*) Campo non obbligatorio

After confirming the entered data, you will get a screen (Figure 8) with the following active buttons:

- “Genera domanda d’iscrizione” (download application for participation/registration).
- “Scarica dichiarazione poteri di rappresentanza” (download declaration of powers of representation).

In order to generate the application for participation/registration, the participant must first place a specific "flag" in the box near the information/consent request for the purposes of EU Regulation 679/2016 (Privacy Code).

Figure 8



The screenshot shows the GME logo (Gestore Mercati Energetici) at the top left. Below it is a consent form with a checkbox and the following text: "ai sensi del Regolamento UE 679/2016, e successive modificazioni ed integrazioni, i dati personali indicati nella presente domanda di iscrizione saranno trattati, per l'esecuzione degli obblighi derivanti dalla stessa e per l'esecuzione degli obblighi derivanti dal Regolamento, mediante supporto informatico, in modo da garantire la riservatezza e la sicurezza dei dati medesimi, secondo quanto indicato nell'informativa resa ai sensi degli articoli 13 e 14 del predetto Regolamento UE 679/2016 e pubblicata sul sito internet del GME, nella pagina <http://www.mercatoelettrico.org/It/GME/Info/Privacy.aspx>. Il richiedente prende atto della predetta informativa e presta il proprio consenso al trattamento e comunicazione a terzi dei dati personali con le modalità e per le finalità indicate nell'informativa stessa nel rispetto della normativa vigente.

Below the text are two buttons, each with a document icon: "Genera domanda d'iscrizione" and "Genera dichiarazione poteri di rappresentanza".

The application form, once filled and printed, must be completed by the applicant and signed by the legal representative.

Similarly, the declaration of powers of representation must be printed, completed and signed by the legal representative (or by another person with the necessary powers of representation) of the applicant.

The application for participation/registration and the declaration of powers of representation, once duly completed and signed, must be delivered or send together with a copy of a valid identity document of the legal representative, to GME, by ordinary mail or courier or CEM.

After receiving the above documents, GME will verify them. If the verification has a positive outcome, GME will notify the applicant of admission to the PDC-oil by registered letter with

return receipt or CEM. With the notification of admission to the PDC-oil, the applicant will acquire the status of PDC-oil participant.

If the participant intends to change the data entered via web during the registration procedure, he/she/it must deliver or send to GME, by ordinary mail or courier or CEM, a communication signed by the legal representative, containing the request for changing the abovementioned data. GME will change the data on the PDC-oil.

3. USERS' REGISTRATION PROCEDURE

After the PDC-oil registration procedure has been completed, each of the users specified in the application for participation/registration will receive from GME the user id and the password to access the information system:

- the login and the first half of the password will be sent by e-mail to the user's address indicated in the application for participation in/registration with the PDC-oil;
- the second half of the password will be sent by sms to the contact person's mobile number indicated in the application for participation in/registration with the PDC-oil.

After obtaining the security credentials for access to the PDC-oil, the user may - after the first access to the platform - change the password¹.

If the PDC-oil participant intends to disable, add new users or modify the enabling of users on the platform, he/she/it must submit or send to GME, by ordinary mail or courier or CEM, a request signed by the legal representative. The application should have the format of the "Richiesta di gestione utenti PDC-oil" (Application for managing PDC-oil users' authorisations), available in the "PDC-oil/how to participate/forms" section of GME's website <https://www.mercatoelettrico.org> or <https://www.mercatienergetici.org>

If you **lose the security credentials (user id and password) for access to the PDC-oil**, you may send a request for a new login and a new password to logistica@mercatoelettrico.org, by using the same e-mail box as the one specified in the PDC-oil participation/registration application.

GME will send the security credentials under the same procedure as the one followed upon authorisation of the user for the PDC-oil.

¹ Change of the password upon the first access to the PDC-oil is recommended.

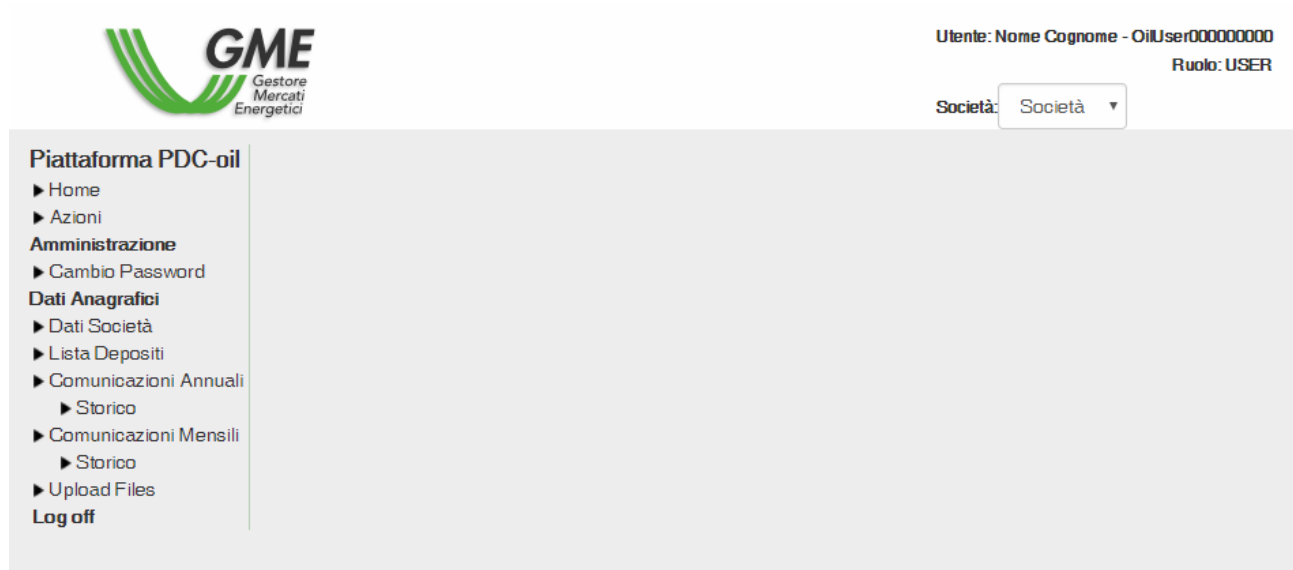
4. ACCESS TO THE INFORMATION SYSTEM AND USE OF THE PDC-OIL PLATFORM

To operate on the PDC-oil, registered users must:

- connect to GME's website (<https://www.mercatoelettrico.org> or <https://www.mercatienergetici.org>);
- go to the “The Markets-market coupling” section of the home page;
- browse the menu on the left side of the screen down to the bottom and select “Fuel Markets/PDC-oil/access to the platform”;
- enter their logins and passwords.

After accessing the PDC-Oil, they will get the “Schermata Principale” (main screen) of Figure 9.

Figure 9



The main screen enables the following options:

- **Home:** you go back to the home page of the PDC-oil;
- **Azioni (actions):** you may view all the XML files summarising all the data that the participant has sent and received through the PDC-oil;
- **Amministrazione (administration)**

- **Cambio password (password change):** you may launch the routine for changing your key of access to the application;
- **Dati Anagrafici (identification data)**
 - **Dati Società (company data):** you may view all the data and information concerning the participant that have been entered into the application for participation in/registration with the PDC-oil;
 - **Lista depositi (list of depots):** by clicking on this button, you will get a web form through which you may i) view and possibly enter or change the identification data of each depot of the company participating in the PDC-oil, and ii) send - via web forms - the yearly² reports, monthly³ reports and display those already sent (including those concerning previous years).
- **UploadFiles:** you may send reports of annual data, on a yearly basis, and reports of monthly data, every four months, by uploading an XML file.
- **Log off:** by clicking on this button, you close the application and return to the access page.

If the PDC-oil becomes unavailable and GME has notified the suspension of its operation, registered users may use the e-mail address logistica@mercatoelettrico.org as a provisional communication channel.

² This activity is allowed until the end of the period established for data reporting.

³ This activity is allowed until the end of the period established for data reporting.

4.1. COMPANY DATA

In the “Dati Società” (company data) section, the user may view the data of the company on behalf of which he/she operates (as specified upon registration with the PDC-oil) and the status of the company (admitted, suspended, excluded).

The following data are shown for each company:

- **Codice MISE (code assigned by the Ministry of Economic Development) (if any)**
- **Codice fiscale (taxpayer’s code)**
- **Ragione Sociale (registered name)**
- **Partita IVA (VAT number)**
- **Nome e cognome del legale rappresentante (name and surname of the legal representative)⁴**
- **Dati Sede Legale (registered office data):** address of the registered office, telephone number, telefacsimile number (if any), e-mail address and CEM address (if any)
- **Dati Referente Comunicazioni (contact person’s data):** name, surname, telephone and fax numbers (if any) and e-mail address of the contact person
- **Dati Sede Amministrativa (administration office data):** address of the administration office of the company, if it is different from the one of the registered office
- **Elenco degli utenti associati (list of associated users)** with the specification of the following data for each user: name, surname, telephone number, mobile number, e-mail address, taxpayer’s code/passport number and role.

⁴ Individual provided with powers of representation.

4.2. LIST OF DEPOTS

In the “Lista Depositi” (list of depots) section, the user may view the list of depots already entered into the PDC-oil, enter new depots, eliminate the existing ones, and change the data of the already entered ones (Figure 10).

IDENTIFICATION DATA OF THE DEPOT

To enter a new depot, click on “Aggiungi un nuovo deposito” (add new depot).

Figure 10

Lista depositi

Aggiungi un nuovo deposito

Codice(**): Tipo: Tutti ▼ Categoria: Tutti ▼

Id	Codice	Tipo	Categoria	Gestore	Deposito	Annuale ultima	Annuale storico	Mensile	Mensile storico
69	30407	integrato di servizio	fiscale	Società	Modifica	Apri	Lista	Apri	Lista
77	44864	satellite di raffineria	fiscale	Società	Modifica	Apri	Lista		
80	31162	satellite di raffineria	fiscale	Società	Modifica	Apri	Lista		
81	1247	integrato di servizio	fiscale	Società	Modifica	Apri	Lista	Apri	Lista

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(**)Codice Attribuito dal MiSe ai fini del Questionario del petrolio

At this stage, you will get a web form (Figure 11), where you must enter all the identification data pertaining to the depot.

First, specify whether the participant operates the depot as:

- Titolare (owner)
- or
- Locatario (lessee).

For each depot, enter the following data:

- **Categoria (category):** drop-down menu with the different categories of depots, such as fiscale (tax depot), non fiscale (non-tax depot), doganale (customs depot), destinatario registrato (registered recipient). Click on the category of the depot for which you are entering the identification data;
- **Tipologia (type):** drop-down menu with the different types of depots, such as: servizio integrati (integrated service depot); servizio solo conto terzi (service depot only for third parties); satellite di raffineria (“satellite” refinery depot). Click on the type of depot for which you are entering identification data;
- **Codice MISE:** enter the depot code assigned by the Ministry of Economic Development for the purposes of the oil questionnaire;
- **Indirizzo (address):** enter the address of the depot for which you are entering identification data;
- **Città (town/city):** enter the town/city where the depot is located;
- **Provincia (province):** where applicable, enter the province where the depot is located;
- **CAP (postal code):** enter the postal code of the depot for which you are entering identification data.

Moreover, if the participant is the lessee of the depot, you must also complete the following fields concerning the owner of the depot for which you have entered the above data:

- **Codice MISE (code assigned by the Ministry of Economic Development):** where available, enter the code that the Ministry of Economic Development has assigned to the owner for stockholding purposes;
- **Ragione Sociale (registered name):** registered name of the owning company;
- **Partita IVA (VAT number):** enter the VAT number of the owning company;
- **Codice Fiscale (taxpayer’s code):** enter the taxpayer’s code of owning company;
- **Indirizzo (address):** enter the address of the registered office of the owning company;

- **Città (town/city):** enter the town/city where the registered office of the owning company is located;
- **Provincia (province):** where applicable, enter the province where the registered office of the owning company is located;
- **CAP (postal code):** enter the postal code of the area where the registered office of the owning company is located;
- **Nazione (country):** enter the country of the owning company.

Figure 11

Creazione Deposito	
Gestore deposito in qualità di	Locatario
Categoria	fiscale
Tipologia	integrato di servizio
Codice MISE ⁽¹⁾	
Indirizzo	
Città	
Provincia	
CAP	

Titolare	
Codice MISE ⁽²⁾	
Ragione Sociale	
Partita IVA	
Codice Fiscale	
Indirizzo	
Città	
Provincia	
CAP	
Nazione	ITALIA

Salva

[Torna alla Lista](#)

⁽¹⁾Codice Attribuito dal MiSe ai fini del Questionario del petrolio

⁽²⁾Codice Attribuito dal MiSe ai fini scorte

To change the identification data of an already registered depot, or to eliminate a depot, go to the “Lista Depositi” (list of depots) page (Figure 10) and click on the “Modifica” button (edit), on the row corresponding to the depot to be changed and on the “Elimina deposito” (eliminate depot), to eliminate the selected depot⁵.

⁵ The elimination is only permitted for depots for which no data collection is associated. Please note that the depots for which the market participant has uploaded the data at least once, and for which he/she/it has informed GME that he/she/it is no longer required to transmit the related data, are accessible in viewer mode only.

4.3 YEARLY CAPACITY DATA REPORTING

Yearly capacity data may be reported both via web forms and by uploading XML files.

If you wish to use the web form, go to the access screen/“Lista Depositi” (list of depots) section (Figure 10). Then, click on the “Open” button (“Apri”) of the “Annuale ultima” (last yearly report) column, on the row corresponding to the depot for which you have to enter data.

At this stage, you will get a web form, divided into two other forms:

- one form pertaining to “Capacità” (capacity) (Figure 12)
- one form pertaining to “Tipologia infrastrutture ordinarie di ricezione e consegna” (type of ordinary receiving and delivering infrastructures) (Figure 13)

Figure 12

Comunicazione per deposito 55

Capacità Tipologia infrastrutture ordinarie di ricezione e consegna - capacità operativa teorica

Rilevazione: 2016	Capacità				
	Capacità Autorizzata		Capacità in Esercizio		Capacità Tecnica Utilizzabile
	N. serbatoi	(mc)	N. serbatoi	(mc)	(mc)
PRODOTTI					
Benzine	5	100	3	150	790
JetFuel	0	0	0	0	0
Gasoli	0	0	0	0	0
OliCombustibili	0	0	0	0	0
Gpl ⁽¹⁾	0	0	0	0	0
BioCarburanti per la benzina ⁽²⁾	0	0	0	0	0
BioCarburanti per il gasolio ⁽³⁾	0	0	0	0	0
BioLiquidi	0	0	0	0	0
Totale	0	0	0	0	0

Note

Salva Scarica

[Torna alla Lista](#)

⁽¹⁾Per i depositi fiscali, doganali e per i destinatari registrati, i dati relativi alla infrastruttura di consegna sono indicati solo relativamente al GPL uso autotrazione. Per i depositi commerciali tutti i dati sono indicati solo relativamente al GPL uso autotrazione.

⁽²⁾Bioetanolo, bioETBE, bioMTBE, altri

⁽³⁾Biodiesel, HVO, altri

“Capacità” (capacity) form: for each type of product managed in the selected depot, enter data on:

- **Capacità autorizzata (authorised capacity):** specify the number of tanks and their cubic metres
- **Capacità in esercizio (operational capacity):** specify the number of tanks and their cubic metres
- **Capacità tecnico utilizzabile (utilisabile capacity):** specify only the cubic metres

Any reports can be entered in the "Note" (Notes) field (e.g.: if the same tank is used for more than one type of product) After completing data entry, click on the “Salva” (save) button of the capacity form and the data will be forwarded to the PDC-oil.

Figure 13


Comunicazione per deposito 4

Capacità **Tipologia infrastrutture ordinarie di ricezione e consegna - capacità operativa teorica**

Ricezione **Consegna**

Rilevazione:	via tubo	via ferro	via mare		via gomma	
PRODOTTI	Capacità di movimentazione (mc/annui)	N. ferrocisterne/giorno	N. banchine disponibili	Lotto massimo della nave ricevibile (ton)	N. pensiline di scarico in esercizio	Capacità di carico (autobotti/giorno)
Benzine	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
JetFuel	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Gasoli	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
OliCombustibili	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Gpl (1)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
BioCarburanti per la benzina (2)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
BioCarburanti per il gasolio (3)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
BioLiquidi	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Note

Salva  Scarica

[Torna alla Lista](#)

⁽¹⁾Per i depositi fiscali, doganali e per i destinatari registrati, i dati relativi alla infrastruttura di consegna sono indicati solo relativamente al GPL uso autotrazione. Per i depositi commerciali tutti i dati sono indicati solo relativamente al GPL uso autotrazione.

⁽²⁾Bioetanolo, bioETBE, bioMTBE, altri

⁽³⁾Biodiesel, HVO, altri

“**Tipologia infrastrutture ordinarie di ricezione e consegna**” (type of ordinary receiving and delivering infrastructures) form: it consists, in turn, of two forms (“Ricezione”, receiving, and “Consegna”, delivering). For each of the two forms and for each type of product managed in the selected depot, enter the data of the receiving and delivering capacities for the following transport infrastructures:

- Tubo (pipeline)
- Ferro (rail)
- Mare (sea)
- Gomma (road)

Any additional information pertaining to the reported data may be entered into the “Note” (remarks) field.

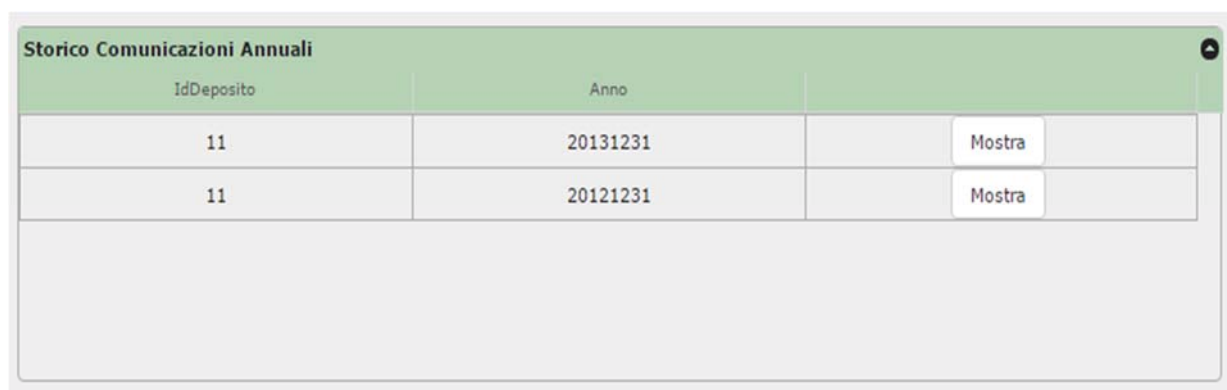
After entering the data, save them by clicking on “Salva” (save) in the “Ricezione” (receiving) form and in the “Consegna” (delivering) form.

To change the annual⁶ reports already made for a given depot, go to the “Lista Depositi” (list of depots) page (Figure 10) and click on the “Open” button (“Apri”) in the “Annuale ultima” (last annual report) column, and proceed as previously described.

Alternatively, to change the reports already made for a given depot, it is also possible to access the "Annual reports" menu.

To view all the reports made relating to a given deposit, go to the "Comunicazioni Annuali" (Annual Report) page, and click on the "Storico" (History) button, or go to the "Lista depositi" (Deposit List) menu (Figure 10), by clicking on the "Lista" (List) button of the column "Annuale Storico".

Figure 14



IdDeposito	Anno	
11	20131231	Mostra
11	20121231	Mostra

⁶ The changes to the annual capacity data, referred to a given year, can be made within the deadline of the period dedicated to the reports of such capacity data, indicated on the GME website.

4.4 NOTIFICATION OF DATA ON THE MONTHLY CAPACITY (TRANSITIONAL TRIAL PERIOD)⁷

Data on the monthly storage and transit capacity, during the transitional trial period, are notified on a quarterly basis "ex ante" or in three "time windows": for each quarter, the obliged party reports the data referring to the four months immediately following the month of the notification, according to the following frequency:

- the first 15 working days of December year n-1 for the first reporting quarter January - April year n;
- the first 15 working days of April year n for the second reporting quarter May - August year n;
- the first 15 working days of August, year n for the III reporting quarter September - December year n.

The monthly data can be notified either via a web form or by uploading an XML file.

If the Participant intends to use the web-form mode, the user must click, in the login screen of the "Lista depositi" (Depot List) section (Figure 10), on the "Apri" (Open) button of the "Mensile" (Monthly) column, next to the row regarding the deposit for which it intends to report the data.

At this point, a web-form showing the report date and the four-month survey object opens and it is made up of four sheets, each of which refers to each of the months of the four-month period to which the reporting refers. Each sheet contains two tabs:

- Tab relating to "Available storage capacity"
- Tab relating to the "Available transit capacity".

Access to the web-form can also be made through the "Comunicazioni Mensili" (Monthly Reports) menu.

⁷ For the "satellite" refinery depot, the notification of data on monthly capacity is not required, as the notification of the registration details in the annual report is sufficient (see Annual Report Model approved by Ministry of Development Decree Economic no.17371 of 30 May 2013).

In order to facilitate the Participant in the process of data compilation and notification, for each "time window" the sheet referring to the first month of the quarter being reported will be shown with the fields pre-compiled on the basis of the data and information entered by the Participant, at the last month of the immediately preceding quarter.

It is understood that the Participant may, with respect to the pre-compilation described above, integrate/confirm or change the data before saving them. Moreover, for each quarter detected, the Participant, through the specific button, may automatically replicate, in the sheet relating to the immediately following month, the same data compiled/confirmed and saved in the sheet relating to the immediately preceding month.

With regard to the "**Available storage capacity**" sheet, it is necessary to enter data relating to:

- Capacity intended for own use
- Capacity contractually intended for third parties (of which for OCSIT)
- Capacity available for third-party use (automatically filled in by the system)

In particular, for each type of product managed in the selected depot, the following data must be entered in the reference month sheet:

- **Usable technical capacity including the non-extractable minimum amount (A)⁸:** the amounts that can be stored at the depot, taking into account the technical constraints of use of the individual tanks (maximum filling capacity for safety purposes, etc.), but including the non-extractable minimum amount. Therefore, the data will be higher than the one recorded by the PDC-Oil, which is net of the non-extractable minimum amount. Furthermore, any tanks entering/leaving the maintenance will be taken into account with respect to the time of the annual report;
- **Capacity intended for own use (B):** the level of maximum capacity for own use actually used with volume at 15°, as in the different tax registers, in the same month of the previous year;
- **Capacity intended for third-party use with non-bonded storage facilities (C)⁹:** the capacity contractually intended for third-party use for contracts that do not include

⁸ The capacity including the non-extractable amount is used with the used storage capacities, resulting from tax registers, which also include the non-extractable amount.

⁹ In the case of special products, the entire volume of the tanks concerned can be indicated.

bonded¹⁰ storage. In the case of multi-month contracts without minimum or maximum monthly limits, please indicate the monthly capacity resulting from the distribution between the total contractually committed capacity and the number of months covered in the contract. However, in the case of contracts with "approximate" amounts, please enter the capacity indicated in the contract. In the case of contracts involving the storage of several products without distinguishing the individual amounts, please indicate the amounts of the individual products on the basis of the actual distribution of the storage for third parties in the same month of the previous year.



- **Capacity intended for third-party use with bonded storage facilities (D):** the capacity contractually intended in the month for third parties for contracts that provide for bonded¹¹ storage, regardless of the actual use in that month.
- **Capacity intended for OCSIT (D1):** the capacity contractually intended for OCSIT
- **Capacity available for third party use (E):** automatically filled in by the system, as it is the result of subtracting from the usable technical capacity, including the non-extractable (A), the sum between (B), (C) and (D).

¹⁰ The contracts that provide for bonded storage, are contracts that provide for specific storage always available (whether promiscuous or segregated) regardless of use (so-called take or pay).

¹¹ The contracts that provide for bonded storage, are contracts that provide for specific storage always available (whether promiscuous or segregated) regardless of use (so-called take or pay).

Figure 15

Comunicazione mensile per deposito 0

Terzo Quadrimestre del 2018  Scarica Quadrimestre  Stampa Quadrimestre



Settembre
Ottobre
Novembre
Dicembre

Cancella valori

Capacità di stoccaggio disponibile
Capacità di transito disponibile

	CAPACITÀ TECNICO UTILIZZABILE COMPRENSIVA INESTRAIBILE (A)	CAPACITÀ IMPEGNATA/DISPONIBILE				
		CAPACITÀ IMPEGNATA USO PROPRIO (B)	CAPACITÀ IMPEGNATA PER USO TERZI NON VINCOLATA (C)	CAPACITÀ IMPEGNATA PER USO TERZI CON STOCCAGGI VINCOLATI (D) ⁽¹⁾	di cui CAPACITÀ IMPEGNATA PER OCSIT (D1)	CAPACITÀ DISPONIBILE PER USO TERZI (E) ⁽²⁾
PRODOTTI	(mc)	(mc)	(mc)	(mc) ⁽²⁾	(mc) ⁽²⁾	(mc)
Benzine	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
JetFuel	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Gasoli	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
OliCombustibili	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
BioCarburanti per la benzina ⁽⁴⁾	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
BioCarburanti per il gasolio ⁽⁵⁾	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
BioLiquidi	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Totale	0	0	0	0	0	0

Note stoccaggio

Salva
 Scarica
 Stampa

Settembre

Torna alla Lista

⁽¹⁾Indicare se il contratto vincolato è riferito ad una società controllante o ad una società controllata

⁽²⁾Nel caso di contratti in tonnellate, indicare la capacità in mc ricavata applicando le seguenti densità convenzionali:

- Benzine: 0,750
- JetFuel: 0,800
- Gasoli: 0,840
- O.G.: 0,950
- Bio: a titolo esemplificativo, per il Bioetanolo 0,79, per il Biodiesel 0,88, ecc.

⁽³⁾La capacità di stoccaggio disponibile per terzi può risultare negativa per specifici motivi

⁽⁴⁾Bioetanolo, bioETBE, bioMTBE, altri

⁽⁵⁾Biodiesel, HVO, altri

With regard to the **"Available transit capacity"** tab, for each sheet of the same tab, it is necessary to enter the data relating to:

- Capacity intended for own use
- Capacity contractually intended for third parties
- Capacity available for third-party use

In particular, for each type of product managed in the selected depot, the following data must be entered in the reference month sheet:

- **Monthly available capacity (A):** the available capacity for third parties to which the capacity allocated for own use is to be added (column "E" + column "B" of the storage capacity template) reduced by 10% in order to take into indicative consideration the non-extractable minimum amount¹²;
- **Average monthly rotation index of the previous year (B)¹³:** the ratio between the average monthly expenses (expenses of the previous calendar year/12), by aggregation of products, of the previous year and the technical capacity usable for the previous year net of the non-extractable minimum amount detected by the PDC-Oil;
- **Possible monthly transit capacity (C):** automatically filled in by the system, being the product (A) x (B);
- **Monthly expenses for own use (D):** monthly expenses for own use in the reference month of the previous year;
- **Monthly expenses for third parties (E):** expenses contractually intended for third parties, as holders of depot account contracts. In the case of multi-month contracts without minimum or maximum monthly limits, please divide by the number of months;
- **Capacity available for third-party use (F):** automatically filled out by the system, since it is obtained by subtracting the monthly expenses for own use (D) and the monthly expenses for third parties (E) from the Possible monthly transit capacity (C). Formula: $F = C - (D + E)$. If the result is a negative number, 0 (zero) is reported.



Note: indicate any important work on the loading / unloading structures compared to the previous year, which may cause significant variations in the rotation index.

¹² The non-extractable product limits the capacity that can be used for transit purposes.

¹³ The value can be expressed specifying two decimal places

Figure 16

Comunicazione mensile per deposito 0

Terzo Quadrimestre del 2018  Scarica Quadrimestre  Stampa Quadrimestre



Settembre
Ottobre
Novembre
Dicembre

Cancella valori

Capacità di stoccaggio disponibile
Capacità di transito disponibile

	CAPACITÀ DISPONIBILE MENSILE (A)	INDICE DI ROTAZIONE MENSILE MEDIO ANNO PRECEDENTE (B)	CAPACITÀ MENSILE POTENZIALE DI TRANSITO (C)	USCITE MENSILI CONTO PROPRIO (D)	USCITE MENSILI PER TERZI (E)	CAPACITÀ DISPONIBILE PER TERZI (F) ⁽³⁾
	(mc)	(mc) ⁽¹⁾	(mc) ⁽¹⁾	(mc) ⁽²⁾	(mc) ⁽²⁾	(mc) ⁽³⁾
PRODOTTI						
Benzine	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
JetFuel	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Gasoli	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
O.C.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Bio ⁽⁴⁾	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Totale	0		0	0	0	0

Note transito

Salva
 Scarica
 Stampa

Settembre

[Torna alla Lista](#)

⁽¹⁾Con volume a 15° come nei diversi registri fiscali

⁽²⁾Nel caso di contratti in tonnellate, indicare la capacità in mc ricavata applicando le seguenti densità convenzionali:

- Benzine: 0,750
- Jet Fuel: 0,800
- Gasoli: 0,840
- O.C.: 0,950
- Bio: a titolo esemplificativo, per il Bioetanolo 0,79, per il Biodiesel 0,88, ecc.

⁽³⁾La capacità di transito disponibile per terzi può risultare negativa per specifici motivi, nel caso viene inserito 0

⁽⁴⁾BIOCARBURANTI per la benzina (Bioetanolo, bioETBE, bioMTBE, altri), BIOCARBURANTI per il gasolio (Biodiesel, HVO, altri), BIOLIQUIDI

Any additional information concerning the data notified can be reported using the "Notes" field.

For each monthly sheet, once the data entry for the two tabs **Available storage capacity** and **Available transit capacity** has been completed, the data will be sent to the platform by clicking on the "Save" button.

To change¹⁴ the reports already made relating to a given depot, go to "Lista Depositi" (Depot List) (Figure 10), click on "Apri" (Open) in the "Quadrimestre" (Quarter) column, and proceed as described above. Alternatively, the notifications already made can be modified by accessing the "Comunicazioni Mensili" (Monthly Reports) menu.

To view all the reports made regarding a given deposit, go to "Comunicazioni Mensili" (Monthly Reports) page and click on "Storico" (History) button, or go to the "Lista Depositi" (Depot List) menu (Figure 10), and click on the "Lista" (List) in the column " Mensile Storico" (Monthly History).

Figure 17



Quadrimestre	IdDeposito	
Primo Quadrimestre 2018	1	Mostra
Primo Quadrimestre 2018	2	Mostra

¹⁴ Changes to the monthly capacity data can be made no later than the deadline of the time available for the notification of the capacity data subject to change, as indicated on the GME website.

4.5 UPLOAD OF XML FILES

If you wish to upload XML files, go to the “UploadFiles” section on the main screen of the PDC-oil (Figure 9). You will get the page shown in Figure 14.

By clicking on “Sfoglia” (browse), you may select the XML file with the data and information about the depot for which you wish to do the upload. All the previously reported data and information about the same depot will be completely replaced by those contained in the last XML file to be uploaded.

In this section, during the period dedicated to the reports, you may download the Excel file of the yearly reporting template and those related to the monthly reporting – transitional trial period, together with the macro permitting to convert the Excel file into an XML file.

Figure 18

The screenshot displays two identical upload sections. The top section is titled "Comunicazione Annuale" and the bottom section is titled "Comunicazione Quadrimestrale". Each section features a file selection interface with a "Scegli file" button and the text "Nessun file selezionato". Below the file selection area, there are two buttons: "Invia" and "Scarica Macro Excel".

5. ANNEX 1: XML FILE FOR YEARLY CAPACITY DATA REPORTING

- Example of file for reporting yearly capacity data

```
<?xml version="1.0" encoding="iso-8859-1"?>
<Message xmlns="urn:XML-LC" xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xmlns:xsd="http://www.w3.org/2001/XMLSchema" MessageDate="2013-06-26" >
  <Header>
    <Sender>
      <OperatorMsgCode>1</OperatorMsgCode>
      <CompanyName>nome</CompanyName>
      <UserMsgCode>codiceutente</UserMsgCode>
    </Sender>
    <Receiver>
      <OperatorMsgCode>IDGME</OperatorMsgCode>
    </Receiver>
  </Header>
  <Transaction>
    <RilevazioneCapacita>
      <RilevazioneCapacita>
        <IdGestore>1</IdGestore>
        <IdDeposito>270</IdDeposito>
        <Anno>20121231</Anno>
        <GruppoProdottoInfrastruttura>
          <NomeGruppoProdotto>Benzine_JetFuel_Gasoli</NomeGruppoProdotto>
          <InfrastrutturaRicezione>
            <Tubo Capacita="1" />
            <Ferro CisterneGiorno="1" />
            <Gomma Pensiline="1" AutobottiGiorno="1" />
            <Mare Banchine="1" MaxLottoNave="30000" />
          </InfrastrutturaRicezione>
          <InfrastrutturaConsegna>
            <Tubo Capacita="50" />
            <Ferro CisterneGiorno="50" />
            <Gomma Pensiline="50" AutobottiGiorno="50" />
            <Mare Banchine="50" MaxLottoNave="25000" />
          </InfrastrutturaConsegna>
        </GruppoProdottoInfrastruttura>
        <GruppoProdottoInfrastruttura>
          <NomeGruppoProdotto>OliCombustibili</NomeGruppoProdotto>
          <InfrastrutturaRicezione>
            <Tubo Capacita="50" />
            <Ferro CisterneGiorno="50" />
            <Gomma Pensiline="50" AutobottiGiorno="50" />
            <Mare Banchine="50" MaxLottoNave="55000" />
          </InfrastrutturaRicezione>
          <InfrastrutturaConsegna>
            <Tubo Capacita="0" />
            <Ferro CisterneGiorno="0" />
            <Gomma Pensiline="0" AutobottiGiorno="0" />
            <Mare Banchine="0" MaxLottoNave="40000" />
          </InfrastrutturaConsegna>
        </GruppoProdottoInfrastruttura>
        <GruppoProdottoInfrastruttura>
          <NomeGruppoProdotto>Gpl</NomeGruppoProdotto>
          <InfrastrutturaRicezione>
            <Tubo Capacita="2" />
            <Ferro CisterneGiorno="2" />
            <Gomma Pensiline="2" AutobottiGiorno="2" />
            <Mare Banchine="2" MaxLottoNave="51000" />
          </InfrastrutturaRicezione>
          <InfrastrutturaConsegna>
            <Tubo Capacita="700" />
            <Ferro CisterneGiorno="700" />
          </InfrastrutturaConsegna>
        </GruppoProdottoInfrastruttura>
      </RilevazioneCapacita>
    </RilevazioneCapacita>
  </Transaction>
</Message>
```

```

        <Gomma Pensiline="700" AutobottiGiorno="700" />
        <Mare Banchine="700" MaxLottoNave="50000" />
    </InfrastrutturaConsegna>
</GruppoProdottoInfrastruttura>
<ProdottoDeposito>
    <NomeProdotto>Benzine</NomeProdotto>
    <CapacitaAutorizzata NumeroSerbatoi="1" Quantita="2180" />
    <CapacitaEsercizio NumeroSerbatoi="1" Quantita="1150" />
    <CapacitaUtilizzabile Quantita="2720" />
</ProdottoDeposito>
<ProdottoDeposito>
    <NomeProdotto>JetFuel</NomeProdotto>
    <CapacitaAutorizzata NumeroSerbatoi="5" Quantita="1500" />
    <CapacitaEsercizio NumeroSerbatoi="5" Quantita="1500" />
    <CapacitaUtilizzabile Quantita="1500" />
</ProdottoDeposito>
<ProdottoDeposito>
    <NomeProdotto>BioBenzine</NomeProdotto>
    <CapacitaAutorizzata NumeroSerbatoi="3" Quantita="1500" />
    <CapacitaEsercizio NumeroSerbatoi="2" Quantita="1500" />
    <CapacitaUtilizzabile Quantita="1500" />
</ProdottoDeposito>
</RilevazioneCapacita>
</RilevazioneCapacita>
</Transaction>
</Message>

```

With regard to the “NomeProdotto” (product name) tag (as defined in annex 2), the possible values are:

“Benzine, JetFuel, Gasoli, OliCombustibili, Gpl, BioBenzine, BioGasoli e BioLiquidi”

(gasolines, jet fuel, gas-oils, fuel oils, LPG, biogasolines, biogas-oils and bioliquids).

For the “NomeGruppoProdotto” (product name group) tag (as defined in annex 2), the possible values are:

“Benzine_JetFuel_Gasoli, OliCombustibili, Gpl, BioBenzine, BioGasoli e BioLiquidi”.

The “Anno” (year) tag refers to the end date to which the reports refer, in the YearMonthDay format.

- **Xsd schema associated with the “RilevazioneCapacita” (capacity reporting) part of the xml file for reporting yearly capacity data**

```

<complexType name="tyRilevazioneCapacita">
    <sequence>
        <element name="IdGestore" type="int" minOccurs="1" maxOccurs="1" />
        <element name="IdDeposito" type="int" minOccurs="1" maxOccurs="1" />
        <element name="Anno" type="pd:tyAnnoRilevazioneCapacita" minOccurs="1" maxOccurs="1" />
        <element name="GruppoProdottoInfrastruttura" type="pd:tyGruppoProdottoInfrastruttura"
minOccurs="1" maxOccurs="6" />
        <element name="ProdottoDeposito" type="pd:tyProdottoDeposito" minOccurs="1" maxOccurs="8"
/>
    </sequence>
</complexType>

<complexType name="tyGruppoProdottoInfrastruttura">
    <sequence>
        <element name="NomeGruppoProdotto" type="pd:tyNomeGruppoProdotto" minOccurs="1"
maxOccurs="1" />
        <element name="InfrastrutturaRicezione" type="pd:tyProdottoInfrastruttura" minOccurs="1"
maxOccurs="1" />
        <element name="InfrastrutturaConsegna" type="pd:tyProdottoInfrastruttura" minOccurs="1"
maxOccurs="1" />
    </sequence>

```

```

</complexType>

<complexType name="tyProdottoInfrastruttura">
  <sequence>
    <element name="Tubo" type="pd:tyTubo" minOccurs="0" maxOccurs="1" />
    <element name="Ferro" type="pd:tyFerro" minOccurs="0" maxOccurs="1" />
    <element name="Gomma" type="pd:tyGomma" minOccurs="0" maxOccurs="1" />
    <element name="Mare" type="pd:tyMare" minOccurs="0" maxOccurs="1" />
  </sequence>
</complexType>

<complexType name="tyTubo">
  <attribute name="Capacita" use="required" type="int"></attribute>
</complexType>

<complexType name="tyFerro">
  <attribute name="CisterneGiorno" use="required" type="int"> </attribute>
</complexType>

<complexType name="tyGomma">
  <attribute name="Pensiline" use="required" type="int"> </attribute>
  <attribute name="AutobottiGiorno" use="required" type="int"/>
</complexType>

<complexType name="tyMare">
  <attribute name="Banchine" use="required" type="int"> </attribute>
  <attribute name="MaxLottoNave" use="required" type="decimal" ></attribute>
</complexType>

<complexType name="tyProdottoDeposito">
  <sequence>
    <element name="NomeProdotto" type="pd:tyNomeProdotto" minOccurs="1" maxOccurs="1" />
    <element name="CapacitaAutorizzata" type="pd:tyCapacita" minOccurs="1" maxOccurs="1" />
    <element name="CapacitaEsercizio" type="pd:tyCapacita" minOccurs="1" maxOccurs="1" />
    <element name="CapacitaUtilizzabile" type="pd:tyCapacita" minOccurs="1" maxOccurs="1" />
  </sequence>
</complexType>

</schema>

```

6. ANNEX 2: YEARLY CAPACITY DATA REPORTING TEMPLATE

ANNUAL REPORTING OF AUTHORIZED CAPACITY DEPOTS
3.000 cm

>

CAPACITY REPORTING TEMPLATE (ref. Legislative Decree 31 December 2012, n. 249, art. 21)
Company holder of the authorization (ex concession) of the deposit (company name, registered office, address, tax code, VAT number)
Company code (corresponds to the code assigned by the MISE for inventory purposes)
Depot category (Tax, non-Tax, Customs, Registered Recipient)
Leasing company (if any) (company name, registered office, address, tax code, VAT number)
Leasing company code (corresponds to the code assigned by the MISE for inventory purposes)
Type of depot (integrated service; only for third parties)
Plant name:
Depot location (region, province, address)
Depot code (corresponds to the code assigned by the MISE for inventory purposes)

ANNUAL REPORT AS OF 31.12.20XX	CAPACITY (**)					TYPE OF ORDINARY RECEIVING AND DELIVERING INFRASTRUCTURES - THEORETICAL OPERATIONAL CAPACITY(**)												
	AUTHORIZED CAPACITY		OPERATIONAL CAPACITY		USABLE TECHNICAL CAPACITY	RECEIVING					DELIVERING							
	No. Tanks	(cm)	No. Tanks	(cm)		(cm)	PIPELINE	RAIL	SEA		ROAD	PIPELINE	RAIL	SEA		ROAD		
PRODUCTS:	No. Tanks	(cm)	No. Tanks	(cm)	(cm)	Handling capacity (cm/h)	No. rail tanker/day	No. available docks	Maximum weight of the receiving ship (ton)	No. operational unloading shelters	Loading capacity (tankers/day)	Handling capacity (cm/h)	No. rail tanker/day	No. Available platforms	Maximum weight of the delivering vessel (ton)	No. Operational loading shelters	Unloading capacity (tankers/day)	
GASOLINES																		
JET FUEL																		
GASO OILS																		
FUELOILS																		
LPG #)																		
BIOFUELS for gasoline (Bioethanol, bioETBE, bioMTBE, others)																		
BIOFUELS for gas oils (Biodiesel, HVO, others)																		
BIOOLIGUIDS																		
TOTAL (*)																		

(*) Item not to be filled. It is calculated automatically by the system.

(**) Errors of interpretation in the compilation of this table are not violations, pursuant to art. 24, paragraphs 5 and 6 of Legislative Decree no. 249 of 31 December 31, 2012

(#) For tax, customs depots and registered recipients: the data relating to the delivery infrastructure are indicated only for the use of LPG for transport use. For commercial depots, all data are shown only with regard to LPG for transport use.

CATEGORY OF DEPOTS:

TAX DEPOT: tax depot shall mean a depot, both coastal and internal, in which the all products are held according to the regime for the suspension of excise duties
 NON-TAX DEPOT: non-tax depot shall mean a depot that accepts the products on which the charge for the payment of the excise duty has already been fulfilled
 CUSTOM DEPOT: custom depot shall mean a depot in which a duty-suspensive and economic regime has been authorized to allow the safekeeping of the goods without being subjected to the relevant taxation, pending the allocation of the final destination
 REGISTERED RECIPIENT: registered recipient shall mean the natural or legal person authorized to receive products subject to excise duty circulating in duty-suspension regime in accordance with the provisions of article 8 of Legislative Decree 504/95 and subsequent amendments and additions

TYPE OF DEPOTS:

INTEGRATED SERVICE DEPOT: indicates the type of deposits owned by integrated parties (before - refining - and/or after - distribution) in the oil supply chain, serving, therefore, as a priority, the supply of their distribution channels
 SERVICE DEPOT ONLY FOR THIRD PARTIES: indicates the type of deposits exclusively intended for third-party use
 SATELLITE REFINERY DEPOT: indicates the type of depot at full service of the refinery, powered only by pipe from the same refinery
 Please note that in the case of satellite depots it is sufficient to fill in this table (annual capacity reporting template); the compilation of the capacity reporting template pursuant to art. 21, paragraph 3, of Legislative Decree, December 31, 2012, n. 249 is not requested. In this case, the failure to submit the template pursuant to art. 21, paragraph 3, of Legislative Decree, December 31, 2012, n. 249 does not constitute an infraction

CAPACITY:

AUTHORIZED CAPACITY: indicates the sum of the storage capacity of the individual tanks reported in the corresponding authorization decree and of the additional capacity resulting from changes of less than 30% of the authorized capacity and from changes in the destination of the product (the additional capacity and the destination changes are not subject to specific authorization, but only to communication)
 AUTHORIZED CAPACITY: indicates the capacity of the tanks actually operational (excluding out-of-service tanks)
 AUTHORIZED CAPACITY: indicates the amounts of product that can be stored at the depot, taking into account the technical constraints on the use of the individual tanks (non-extractable minimum amount, maximum filling capacity for the purpose of safety, etc.)

TYPE OF ORDINARY RECEIVING AND DELIVERING INFRASTRUCTURES - THEORETICAL OPERATIONAL CAPACITY

RECEIVING/DELIVERING:
 PIPELINE: shall mean the pipeline handling capacity calculated by multiplying the maximum capacity rate for the annual operating hours net of the non-operating years
 RAIL: shall mean the handling capacity established with a specific authorization provision
 SEA: shall mean the number of docks available and the maximum weight of the ship that can be received/delivered
 ROAD: shall mean the capacity calculated as the ratio between the number of operating hours and the technical times required for the single shelter for loading/unloading operations
 Being the reporting of "ORDINARY INFRASTRUCTURES", this capacity shall be indicated only if used for the normal operation of the deposit. The equipment used only for emergency supply shall not be considered, as their use does not normally allow the deposit incoming/outcoming operation as per standard of normal operation.

7. ANNEX 3: XML FILE FOR THE MONTHLY CAPACITY DATA REPORTING

Example of file for reporting monthly capacity data

```
<?xml version="1.0" encoding="iso-8859-1"?>
<Message xmlns="urn:XML-LC" xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xmlns:xsd="http://www.w3.org/2001/XMLSchema" MessageDate="2013-06-26" >
  <Header>
    <Sender>
      <OperatorMsgCode>1</OperatorMsgCode>
      <CompanyName>inventario</CompanyName>
      <UserMsgCode>gmetest</UserMsgCode>
    </Sender>
    <Receiver>
      <OperatorMsgCode>IDGME</OperatorMsgCode>
    </Receiver>
  </Header>
  <Transaction>
    <RilevazioneCapacitaQuadrimestrale>
      <RilevazioneCapacitaMensile>
        <IdGestore>1</IdGestore>
        <IdDeposito>1</IdDeposito>
        <Mese>5</Mese>
        <Periodo>2018</Periodo>
        <Note>Note1</Note>
        <GruppoDeposito>
          <NomeGruppo>Benzine_JetFuel_Gasoli</NomeGruppo>
          <CapacitaDisponibile>100</CapacitaDisponibile>
          <IndiceRotazione>1</IndiceRotazione>
          <Uscite>100</Uscite>
          <UsciteTerzi>100</UsciteTerzi>
        </GruppoDeposito>
        <GruppoDeposito>
          <NomeGruppo>OliCombustibili</NomeGruppo>
          <CapacitaDisponibile>200</CapacitaDisponibile>
          <IndiceRotazione>2</IndiceRotazione>
          <Uscite>200</Uscite>
          <UsciteTerzi>200</UsciteTerzi>
        </GruppoDeposito>
        <GruppoDeposito>
          <NomeGruppo>Gpl</NomeGruppo>
          <CapacitaDisponibile>300</CapacitaDisponibile>
          <IndiceRotazione>3</IndiceRotazione>
          <Uscite>300</Uscite>
          <UsciteTerzi>300</UsciteTerzi>
        </GruppoDeposito>
        <GruppoDeposito>
          <NomeGruppo>Bio</NomeGruppo>
          <CapacitaDisponibile>400</CapacitaDisponibile>
          <IndiceRotazione>4</IndiceRotazione>
          <Uscite>400</Uscite>
          <UsciteTerzi>100</UsciteTerzi>
        </GruppoDeposito>
        <ProdottoDeposito>
          <NomeProdotto>Benzine</NomeProdotto>
          <CapacitaTecnicoUtilizzabileMC>1</CapacitaTecnicoUtilizzabileMC>
          <CapacitaImpegnataUsoProprio>1</CapacitaImpegnataUsoProprio>
          <CapacitaImpegnataTerzi>1</CapacitaImpegnataTerzi>
          <CapacitaImpegnataTerziV>1</CapacitaImpegnataTerziV>
          <CapacitaImpegnataTerziVOcsit>1</CapacitaImpegnataTerziVOcsit>
        </ProdottoDeposito>
        <ProdottoDeposito>
          <NomeProdotto>JetFuel</NomeProdotto>
```


The file refers to the entire quarter, so it will always contain only 4 structures of "RilevazioneCapacitàMensile" (MonthlyReportingCapacity). As for the tag "NomeProdotto" (ProductName) (as defined in Annex 4) the possible values are:

1. Petrols, JetFuel, GasOils, FuelOils, Lpg, BioPetrols, BioGasOils e BioLiquids

As for the tag "NomeGruppo" (GroupName) (as defined in Annex 4) the possible values are:

2. Petrols_JetFuel_GasOils, FuelOils, Lpg, Bio

The tag "Periodo" (Period) indicates the reporting year

xsd scheme associated with the part "RilevazioneCapacità" (ReportingCapacity) of the xml file for the notification of the monthly capacity data

```
..
<?xml version="1.0" encoding="iso-8859-1"?>
<schema xmlns="http://www.w3.org/2001/XMLSchema" targetNamespace="urn:XML-LC"
  xmlns:pd="urn:XML-LC" xmlns:NameSpace1="http://www.w3.org/2001/XMLSchema"
  elementFormDefault="qualified">

  <complexType name="tyRilevazioneCapacitaMensile">
    <sequence>
      <element name="IdGestore" type="int" minOccurs="1" maxOccurs="1" />
      <element name="IdDeposito" type="int" minOccurs="1" maxOccurs="1" />
      <element name="Mese" type="pd:tyMeseRilevazioneCapacita" minOccurs="1" maxOccurs="1" />
      <element name="Periodo" type="int" minOccurs="1" maxOccurs="1" />
      <element name="Note" type="pd:tyNote" minOccurs="0" maxOccurs="1" />
      <element name="GruppoDeposito" type="pd:tyProdottoDepositoMensileTransito" minOccurs="1"
maxOccurs="unbounded" />
      <element name="ProdottoDeposito" type="pd:tyProdottoDepositoMensile" minOccurs="1" maxOccurs="unbounded"
/>
    </sequence>
  </complexType>

  <simpleType name="tyMeseRilevazioneCapacita">
    <restriction base="int">
      <minInclusive value="1" />
      <maxInclusive value="12" />
    </restriction>
  </simpleType>

  <complexType name="tyProdottoDepositoMensile">
    <sequence>
      <element name="NomeProdotto" type="pd:tyNomeProdotto" minOccurs="0" maxOccurs="1" />
      <element name="CapacitaTecnicoUtilizzabileMC" type="decimal" minOccurs="1" maxOccurs="1" />
      <element name="CapacitaImpegnataUsoProprio" type="decimal" minOccurs="1" maxOccurs="1" />
      <element name="CapacitaImpegnataTerzi" type="decimal" minOccurs="1" maxOccurs="1" />
      <element name="CapacitaImpegnataTerziV" type="decimal" minOccurs="1" maxOccurs="1" />
      <element name="CapacitaImpegnataTerziVOcsit" type="decimal" minOccurs="1" maxOccurs="1" />
    </sequence>
  </complexType>

  <complexType name="tyProdottoDepositoMensileTransito">
    <sequence>
```

```
<element name="NomeGruppo" type="pd:tyNomeGruppoProdottoTransito" minOccurs="0" maxOccurs="1" />
<element name="CapacitaDisponibile" type="decimal" minOccurs="1" maxOccurs="1" />
<element name="IndiceRotazione" type="decimal" minOccurs="1" maxOccurs="1" />
<element name="Uscite" type="decimal" minOccurs="1" maxOccurs="1" />
<element name="UsciteTerzi" type="decimal" minOccurs="1" maxOccurs="1" />
</sequence>
</complexType>

</schema>
```

8. ANNEX 4: MONTHLY CAPACITY DATA REPORTING TEMPLATE

MONTHLY REPORT OF THE
AVAILABLE STORAGE CAPACITY

Template A

CAPACITY REPORTING TEMPLATE (ref. Legislative Decree 31 December 2012, no. 249, art. 21)						
Company holder of the authorization (ex concession) of the deposit (company name, registered office, address, tax code, VAT number)						
Company code (corresponds to the code assigned by the MiSe for inventory purposes)						
Depot category (Tax, non-Tax, Customs, Registered Recipient)						
Leasing company (if any) (company name, registered office, address, tax code, VAT number)						
Leasing company code (corresponds to the code assigned by the MiSe for inventory purposes)						
Type of deposit (integrated service; only for third parties)						
Plant name:						
Depot location (region, province, address)						
Depot code (corresponds to the code assigned by the MiSe for inventory purposes)						
I FOUR-MONTH PERIOD, Month ...	USABLE TECHNICAL CAPACITY THE NON-EXTRACTABLE MINIMUM AMOUNT (A)	INTENDED/AVAILABLE CAPACITY				
		CAPACITY INTENDED FOR OWN USE (B)	CAPACITY INTENDED FOR THIRD-PARTY USE WITH NON-BONDED STORAGE FACILITIES (C)	CAPACITY INTENDED FOR THIRD-PARTY USE WITH BONDED STORAGE FACILITIES (D) ⁽¹⁾	of which CAPACITY INTENDED FOR OCSIT (D1)	CAPACITY AVAILABLE FOR THIRD-PARTY USE (E) ⁽³⁾
PRODUCTS:	(cm)	(cm)	(cm)	(cm) ⁽²⁾	(mc) ⁽²⁾	(mc)
<i>GASOLINES</i>	100	40	25	15	10	20
<i>JETFUEL</i>						
<i>GAS OILS</i>						
<i>FUEL OILS</i>						
<i>BIOFUELS for gasoline (Bioethanol, bioETBE, bioMTBE, others)</i>						
<i>BIOFUELS for gas oils (Biodiesel, HVO, others)</i>						
<i>BIOLIQUIDS</i>						
TOTAL						

Note:

(1) indicate whether the bonded contract refers to a parent company or a subsidiary

(2) in the case of contracts in tonnes, please indicate the capacity in cm obtained by applying the following conventional densities:

Gasolines: 0,750

Jet Fuel: 0,800

Gas oils: 0,840

FUEL OILS: 0,950

Bio: by way of example, for Bioethanol 0,79, for Biodiesel 0,88, etc.

(3) The transit capacity available for third parties may be negative for specific reasons

**MONTHLY TRANSIT CAPACITY
REPORT**

TEMPLATE B

CAPACITY REPORTING TEMPLATE

(ref. Legislative Decree 31 December 2012, n. 249, art. 21)

Company holder of the authorization (ex concession) of the deposit (company name, registered office, address, tax code, VAT number)

Company code (corresponds to the code assigned by the MiSe for inventory purposes)

Depot category (Tax, non-Tax, Customs, Registered Recipient)

Leasing company (if any) (company name, registered office, address, tax code, VAT number)

Leasing company code (corresponds to the code assigned by the MiSe for inventory purposes)

Type of depot (integrated service; only for third parties)

Plant name:

Depot location (region, province, address)

Depot code (corresponds to the code assigned by the MiSe for inventory purposes)

I FOUR-MONTH PERIOD Month ...	MONTHLY AVAILABLE CAPACITY (A)					
		AVERAGE MONTHLY ROTATION INDEX OF THE PREVIOUS YEAR (B)	POSSIBLE MONTHLY TRANSIT CAPACITY (C)	MONTHLY EXPENSES FOR OWN USE (D)	MONTHLY EXPENSES FOR THIRD PARTIES (E)	CAPACITY AVAILABLE FOR THIRD-PARTY USE (F) ⁽³⁾
PRODUCTS:	(cm)	(cm) ⁽¹⁾	(cm) ⁽¹⁾	(cm) ⁽²⁾	(cm) ⁽²⁾	(cm) ⁽³⁾
<i>GASOLINES</i>	} 100	1	100	70	20	10
<i>JEFUEL</i>						
<i>GAS OILS</i>						
<i>FUEL OILS</i>	}					
<i>BIOFUELS for gasoline (Bioethanol, bioETBE, bioMTBE, others)</i>						
<i>BIOFUELS for gas oils (Biodiesel, HVO, others)</i>						
<i>BIOLIQUIDS</i>						
TOTAL						

(1) with volume at 15 ° as in the different tax registers

(2) in the case of contracts in tonnes, please indicate the capacity in cm obtained by applying the following conventional densities:

Gasolines: 0,750

Jet Fuel: 0,800

Gas oils: 0,840

FUEL OILS: 0,950

Bio: by way of example, for Bioethanol 0,79, for Biodiesel 0,88, etc.

(3) The transit capacity available for third parties may be negative for specific reasons

KEY OF THE STORAGE CAPACITY TEMPLATE

Usable technical capacity including the non-extractable minimum amount (A)¹: the amounts that can be stored at the depot, taking into account the technical constraints of use of the individual tanks (maximum filling capacity for safety purposes, etc.), but including the non-extractable minimum amount. Therefore, the data will be higher than the one recorded by the PDC-Oil, which is net of the non-extractable minimum amount. Furthermore, any tanks entering/leaving the maintenance will be taken into account with respect to the time of the annual

Capacity intended for own use (B): indicate the level of maximum capacity for own use actually used with volume at 15°, as in the different tax registers, in the same month of the previous year;

Capacity intended for third-party use with non-bonded storage facilities (C)²: indicate the capacity contractually intended for third-party use for contracts that do not include bonded storage³. In the case of multi-month contracts without minimum or maximum monthly limits, please indicate the monthly capacity resulting from the distribution between the total contractually committed capacity and the number of months covered in the contract. However, in the case of contracts with "approximate" amounts, please enter the capacity indicated in the contract. In the case of contracts involving the storage of several products without distinguishing the individual amounts, please indicate the amounts of the individual products on the basis of the actual distribution of the storage for third parties in the same month of the previous year.

Capacità impegnata per uso terzi con stoccaggi vincolati (D): indicare la capacità contrattualmente impegnata nel mese per terzi per contratti che prevedono stoccaggi vincolati³, indipendentemente dal reale utilizzo in quel mese.

Capacity intended for OCSIT (D1): indicate the capacity contractually intended for OCSIT

Capacity available for third party use (E): subtract from the usable technical capacity, including the non-extractable (A), the sum between (B), (C) and (D).

¹ The capacity including the non-extractable amount is used with the used storage capacities, resulting from tax registers, which also include the non-extractable amount.

² In the case of special products, the entire volume of the tanks concerned can be indicated.

³ The contracts that provide for bonded storage, are contracts that provide for specific storage always available (whether promiscuous or segregated) regardless of use (so-called take or pay).

(#) For tax depots, customs depots and registered recipients, the data concerning the delivery infrastructure are indicated only for LPG for the transport sector. For commercial depots, all the data are indicated only for LPG for the transport sector.

KEY OF THE TRANSIT CAPACITY TEMPLATE

Monthly available capacity (A): report the available capacity for third parties to which the capacity allocated for own use is to be added (column "E" + column "B" of the storage capacity template) reduced by 10% in order to take into indicative consideration the non-extractable minimum amount¹

Average monthly rotation index of the previous year (B): the ratio between the average monthly expenses (expenses of the previous calendar year/12), by aggregation of products, of the previous year and the technical capacity usable for the previous year net of the non-extractable minimum amount detected by the PDC-Oil;

Possible monthly transit capacity (C): product (A) x (B)

Monthly expenses for own use (D): monthly expenses for own use in the reference month of the previous year;

Monthly expenses for third parties (E): the expenses contractually intended for third parties, *as holders of depot account contracts*. In the case of multi-month contracts without minimum or maximum monthly limits, please divide by the number of months;

Capacity available for third-party use (F): subtract the possible monthly transit capacity (C) the monthly expenses for own use (D) and the monthly expenses for third parties (E). Formula: $F = C - (D + E)$. If the result is a negative number, 0 (zero) is reported.

¹ The non-extractable product limits the capacity that can be used for transit purposes

General note: Indicate any important work on the loading/unloading structures compared to the previous year which may cause significant variations in the rotation index

(#) For tax depots, customs depots and registered recipients, the data concerning the delivery infrastructure are indicated only for LPG for the transport sector. For commercial depots, all the data are indicated only for LPG for the transport sector.