
COURTESY ENGLISH TRANSLATION. ONLY THE ITALIAN TEXT HAS LEGAL VALUE

ID NUMBER: **OMPR User Manual ver. 1.0**
DATE: **01/10/2024**
TYPE OF DOCUMENT : **User Manual**
APPLICATION: **GME S.p.A.**

Organised Marketplace Reporting Platform

User Manual

Register of Revisions

Rev.	Date	Proposal no.	Description
00	01/10/2024		First release

TABLE OF CONTENTS

1	Introduction	1
1.1	Services.....	1
2	Definitions and acronyms	2
2.1	Acronyms.....	2
3	Technical requirements for using the Platform.....	2
4	OMPR Platform	2
4.1	Activation of the service.....	2
4.2	Access to the Platform	3
4.3	Invoicing and payment of fees	3
5	OMPR portal	3
5.1	Login	4
5.1.1	Recovery of credentials.....	5
5.2	Homepage	5
5.3	Management	5
5.3.1	Management/Participants	5
5.3.2	Management/Users	6
5.4	Services.....	6
6	Web service	6
6.1	Web Service methods	6
7	Communications.....	7
7.1	Participant’s communications.....	7
7.2	GME’s communications about malfunctions	7

1 INTRODUCTION

Regulation no. 1227/2011 of the European Parliament and of the Council on wholesale energy market integrity and transparency (hereafter: REMIT) establishes common rules at European level to prevent abuses in wholesale electricity and natural gas markets, imposing on participants in these markets the prohibition of market manipulation, the prohibition of abuse of inside information, and the obligation to publish their inside information timely and effectively. This Regulation was amended by Regulation (EU) 1106/2024 of 11 April 2024 (in force since 7 May 2024) “as regards improving the Union’s protection against market manipulation on the wholesale energy market”.

Article 7 of REMIT states that ACER monitors the trading of wholesale energy products “to detect and prevent trading based on inside information and market manipulation.” In order to promote an EU-wide centralised monitoring of transactions concluded in wholesale energy markets and prevent the above-mentioned abuses, article 8 of REMIT requires market participants to transmit to ACER the data regarding orders to trade submitted and transactions concluded in relation to wholesale energy products, directly or through the intermediation of third parties. In particular, article 8 (1a.) requires Organised Marketplaces (OMPs) to report, on behalf of their market participants, all orders to trade submitted and transactions concluded in the wholesale markets that they manage.

The procedures and timeframes for the above activity of reporting to ACER are established by Commission Implementing Regulation (EU) No 1348/2014 of 17 December 2014 on data reporting implementing Article 8(2) and Article 8(6) of REMIT (hereafter: Implementing Acts) entered into force on 7 January 2015.

With a view to implementing the above provisions, while meeting the requirements specified by ACER for parties authorised to carry out the operational data reporting activity (the so-called RRM), GME has made available an Organised Marketplace Reporting Platform (hereafter: OMPR Platform), where it fulfils the above-mentioned REMIT obligations.

1.1 SERVICES

The OMPR Platform enables participants to fulfil their obligation to report to ACER the orders to trade submitted and the transactions concluded. GME provides this service by preparing the files containing orders and/or transactions submitted/concluded in GME’s markets in ACER format and then transmitting them to ACER. The service consists of the following activities:

- a. converting the data concerning participants’ orders to trade and/or transactions in GME’s markets into the format prescribed by ACER (creation of reports);
- b. transmitting the above data to ACER under the procedure described by ACER in appropriate documents (transmission of reports);
- c. providing participants with the reports (report accessibility);
- d. making available to participants the digital receipts provided by ACER to confirm the successful transmission of the reports sent by GME and their receipt by ACER itself (notification).

2 DEFINITIONS AND ACRONYMS

2.1 ACRONYMS

Acronym	Description
OMPR	Organised Marketplace Reporting Platform
RRM	Registered Reporting Mechanism

3 TECHNICAL REQUIREMENTS FOR USING THE PLATFORM

The use of the web portal requires the availability of a PC/workstation with an Internet connection and an Edge or a Chrome browser (Chrome at least V38.0).

The use of the web service requires the availability of a client application capable of using GME's web service methods, as described in the "Implementation Guide" available on GME's website at [Software \(mercatoelettrico.org\)](http://Software(mercatoelettrico.org))

4 OMPR PLATFORM

Both interfaces (web portal and web service) of the OMPR Platform involve a two-level authentication.

The Platform is available to participants on a continuous basis, i.e. around the clock, 365 days a year, except upon system maintenance jobs. The latter are timely notified to all users and to the contact persons for technical and operational communications via an appropriate notice. The notice will be sent, if possible, at least one calendar day ahead of the maintenance job.

4.1 ACTIVATION OF THE SERVICE

Under the *Integrated Text of the Electricity Market Rules*, the *Natural-Gas Market Rules*, and the *Regulations of the Platform for the Trading of Bids/Offers of Natural Gas*, participants wishing to activate the data reporting service are required to communicate their ACER code to GME, as set forth in the following Technical Rules:

- Technical Rule no. 10 for the Electricity Market;
- Technical Rule no. 22 for the Natural-Gas Market;
- Technical Rule no. 11 for the Platform for the trading of bids/offers of natural gas.

COURTESY ENGLISH TRANSLATION. ONLY THE ITALIAN TEXT HAS LEGAL VALUE

4.2 ACCESS TO THE PLATFORM

After verifying whether the service activation process has been successful, GME will send a message to the e-mail address of the user designated by the participant. In this message, GME will communicate the successful outcome of the service activation process and the assigned **Login** and **Password**. In a second message to the e-mail address of the user designated by the participant, GME will transmit the **PIN** code, thereby completing the set of credentials for accessing the OMPR Platform.

If the participant reports to GME that he/she/it has not received the above credentials or part of them, GME will send the missing credentials to the user at the postal address of the participant specified by the latter in the contract.

Upon each access to the OMPR Platform, the entry of credentials will take place in two steps: first the Login and Password, and then the PIN code.

In particular, upon the first access to the portal (unless the e-mail message sent by GME confirms the previously assigned credentials), the user will have to change the Password, whereas the PIN code may be regenerated and received by the user at any time, if necessary.

Access to the web service interface will be allowed only after the first access to the portal.

4.3 INVOICING AND PAYMENT OF FEES

For the OMPR service, the participant will pay to GME a yearly fixed fee, whose extent is published on GME's website in the "Market monitoring and REMIT/OMPR/Fees and Settlement" section. GME will invoice these fees, as a single payment, within the tenth (10th) working day of the end of the calendar quarter including the date of admission of the participant to each market/platform, and every twelve months in subsequent years.

The invoices with GME's fees will be made available on the "SetService" digital platform. They will be sent to participants through the *Sistema di interscambio* (SDI) only if the legislation applicable from time to time on electronic invoicing and its implementing provisions so require. If the delivery of an invoice via the SDI to a PA Participant¹ is not successful, GME will send to the participant, through alternative channels, the receipt of successful transmission of the invoice and the undeliverable notice containing the invoice.

The fees must be paid, with fixed value date, within the last day of the month of issuing of the invoice, by crediting the related amount to the bank account indicated by GME in the invoice. This deadline also applies to PA Participants, as it is consistent with the application of law no. 244 of 24 December 2007 and related implementing provisions.

5 OMPR PORTAL

The following is a description of the features of the Platform.

¹ The PA Participant is the administration referred to in article 1, para. 209 of law no. 244 of 24 December 2007.

COURTESY ENGLISH TRANSLATION. ONLY THE ITALIAN TEXT HAS LEGAL VALUE

5.1.1 Login

Through the login page, you may authenticate with the Platform by using the Username and Password received via e-mail.



System access

User name	<input type="text"/>
Password	<input type="password"/>
<input type="button" value="Log-in"/>	
Registration form	Recover credentials

Then, you may enter the PIN code received via e-mail.



Verification code

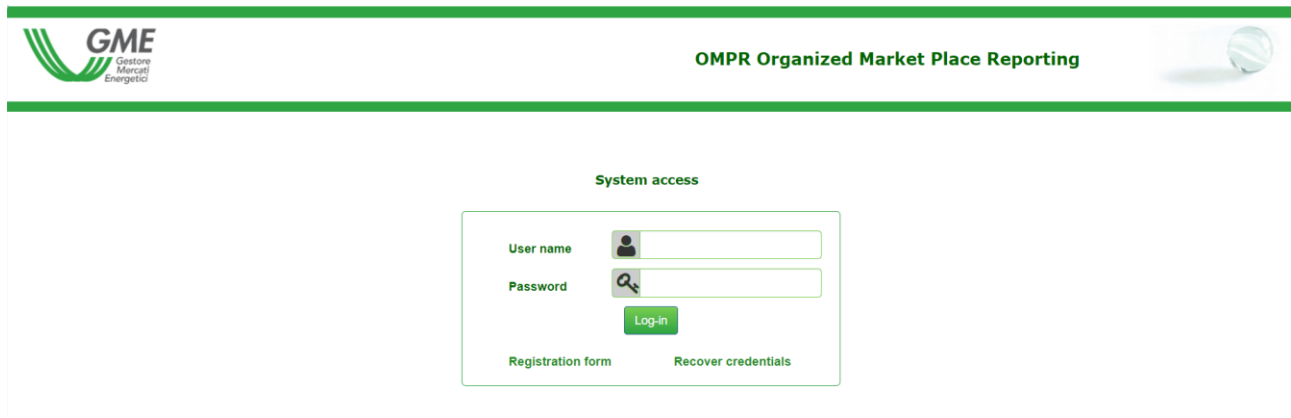
Before to login, please give your pin code and authenticate yourself.

EMAIL PIN	<input type="text"/>	<input type="button" value="Send"/>
-----------	----------------------	-------------------------------------

COURTESY ENGLISH TRANSLATION. ONLY THE ITALIAN TEXT HAS LEGAL VALUE

5.1.2 Recovery of credentials

The login page shows the option to recover the user credentials.



The screenshot shows the OMPR Organized Market Place Reporting interface. At the top left is the GME logo. At the top right is the text "OMPR Organized Market Place Reporting" next to a globe icon. The main content area is titled "System access" and contains a login form with the following elements:

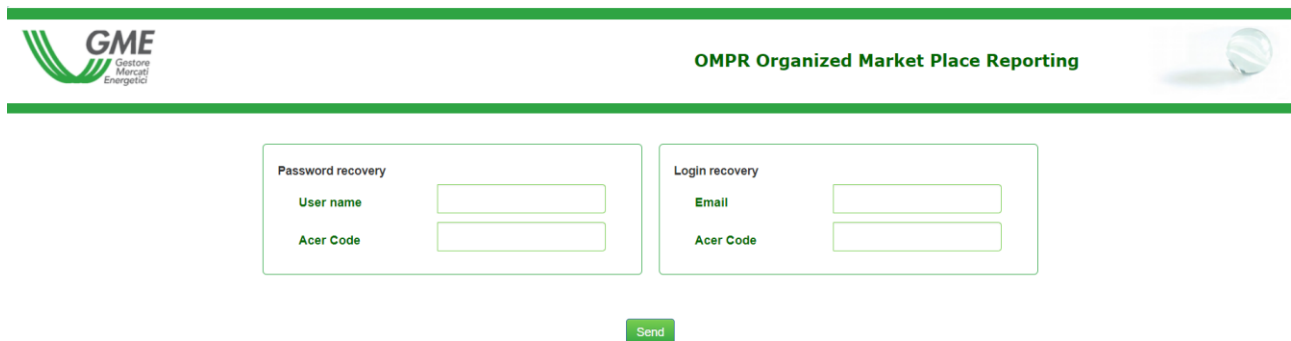
- User name:
- Password:
- Log-in button
- Registration form link
- Recover credentials link

You may recover your Username and PIN code (and receive them directly via e-mail), by keying in:

- your e-mail address (previously communicated to GME);
- the ACER code of the participant.

You may recover your password (and receive it directly via e-mail), by keying in:

- your username;
- the ACER code of the participant.



The screenshot shows the OMPR Organized Market Place Reporting interface with two recovery forms side-by-side. At the top left is the GME logo. At the top right is the text "OMPR Organized Market Place Reporting" next to a globe icon.

The "Password recovery" form contains:

- User name:
- Acer Code:

The "Login recovery" form contains:

- Email:
- Acer Code:

Below the forms is a "Send" button.

5.2 HOMEPAGE

The homepage displays information of a general nature and of common use by all participants. Participants are invited to read such communications upon each new access.

5.3 MANAGEMENT

Through the management menu pages, you may view the identification data of the participants who/which have designated you as a user.

5.3.1 Management/Participants

This page shows the identification data of the participant, including his/her/its ACER code.

COURTESY ENGLISH TRANSLATION. ONLY THE ITALIAN TEXT HAS LEGAL VALUE

5.3.2 Management/Users

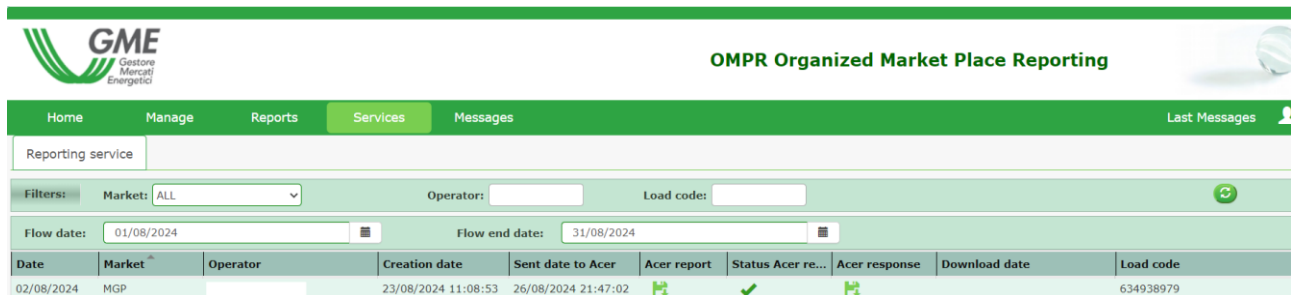
This page shows the identification data of the user associated with the participant.

5.4 SERVICES

From the services menu, you may access your reports, prepared by GME and sent to ACER. From the “reporting service” page, you may:

- monitor the status and outcome of GME’s activity of reporting² to ACER the participant’s data present in GME’s markets/platforms;
- download the related reports and the responses sent by ACER to GME.

For further technical and operational details, please refer to the OMPR Implementation Guide.



Date	Market	Operator	Creation date	Sent date to Acer	Acer report	Status Acer re...	Acer response	Download date	Load code
02/08/2024	MGP		23/08/2024 11:08:53	26/08/2024 21:47:02		✓			634938979

6 WEB SERVICE

The Platform has a web service interface, which automates the download of reports by the participant.

Access to the web service interface is allowed, after the first access to the portal, through the login method. Other methods, except for the logout one, require the entry of the PIN code as a parameter.

6.1 WEB SERVICE METHODS

The OMPR web service has the following functions.

- **Login:** it establishes a working session with the OMPR Platform. It is the first function that the client application must invoke to use the web service features. Upon login, the participant authenticates with the OMPR Platform, which responds by returning a session identifier that the client application must indicate in all subsequent calls to web service functions;
- **Logout:** it terminates a working session with the OMPR Platform. At the end of the working session, the user application must call this function in order to release the resources used;

² The reports are divided by date and by market.

- **DownloadMessage**: it makes it possible to download all the documents that GME has made available to the participant. This function checks for the presence of new messages to be downloaded and, if they are present, it returns the first downloadable message. The platform will mark the returned message as “read”; any subsequent call to the DownloadMessage method will no longer return that message. To download an already read message, you may resort to the ForceDownloadMessage. The call to the above method requires the specification of the “pincode” parameter;
- **GetNextMessage**: it enables to obtain the list of messages still to be downloaded, i.e. not read. This method returns a list in XML format containing the name and identifier of each downloadable message. The maximum number of messages included in the list may be specified when calling this function. The calling of this function requires the specification of the “pincode” parameter;
- **ForceDownloadMessage**: it enables to download a specific message through its identifier, if the message has already been downloaded. However, the Platform will mark the returned message as “read”. The calling of this function requires the specification of the “pincode” parameter.

7 COMMUNICATIONS

7.1 PARTICIPANT’S COMMUNICATIONS

For any communication concerning the reporting of orders submitted and transactions concluded in GME’s markets, please write to ompr@mercatoelettrico.org.

When receiving such communications, GME may ask the participant to provide clarifications and further information.

7.2 GME’S COMMUNICATIONS ABOUT MALFUNCTIONS

If malfunctions, interruptions, delays, and unplanned suspensions of the features of the OMPR Platform arise, GME will timely notify them to the participant, by sending a message to the e-mail addresses of his/her/its designated users and contact persons for technical and operational communications. GME may also notify such malfunctions by posting an appropriate notice on its website, in the REMIT section.