CEGH Web Nomination Platform

Manual

March 2024

To request new user accounts an application form can be found attached to appendix B (page 9)

For any further information please contact:

CEGH VTP Operations & IT

Tel.: +43 (1) 270 2700 / 28520

E-Mail: dispatching@cegh.at

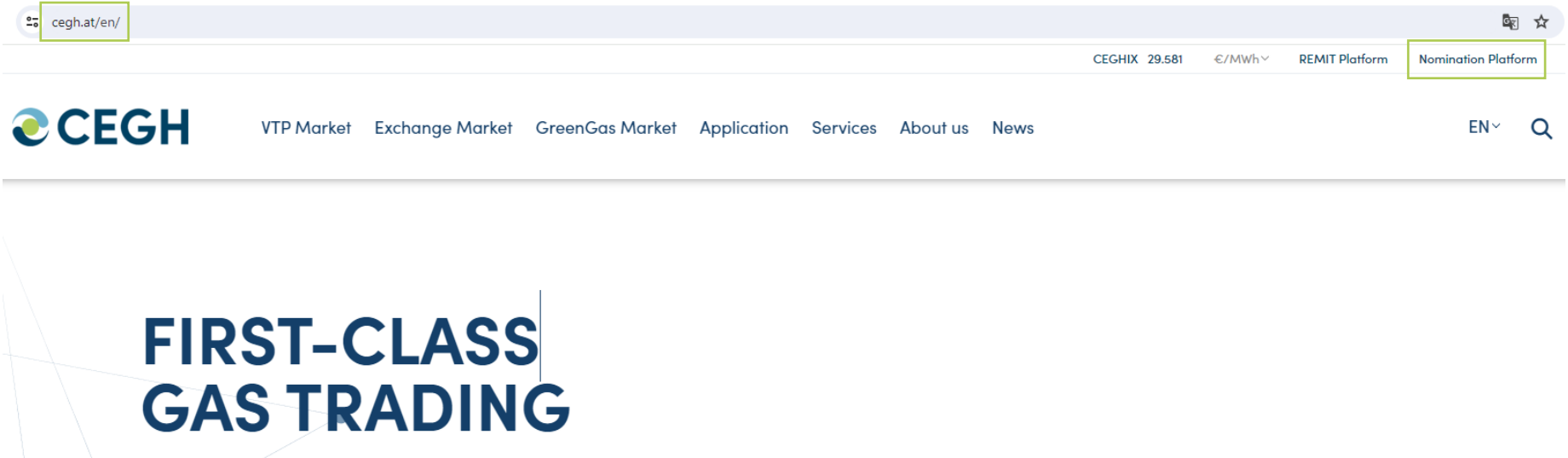
Website: www.cegh.at

General

- This Manual demonstrates, based on the example companies “PARTNER1”, “PARTNER2” and “PARTNER3”, the procedure of submitting and adapting nominations using the CEGH Online Nomination System.
- The following example shows how to nominate step by step.

Access

- Direct URL: https://www.cegh.at/en/

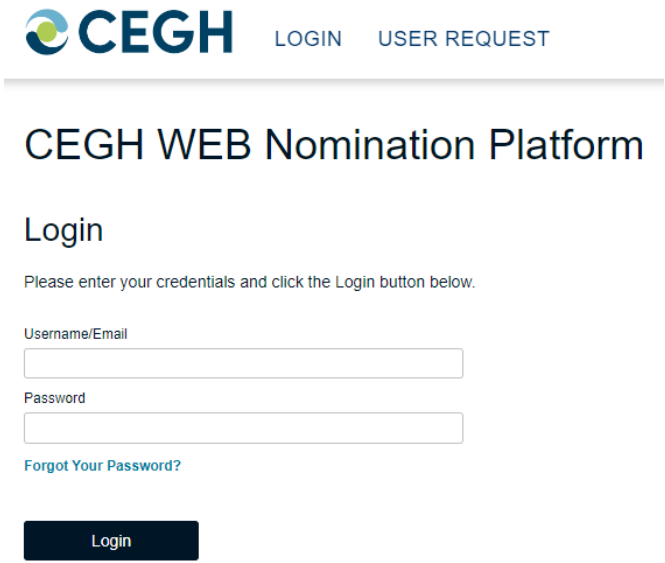


Log-In

- Login with your email address:

  Username: partner1@xyz.com
  Password: **********

- After a successful log-in, a calendar view will appear.



CEGH WEB Nomination Platform

NOMINATION:

Calendar gives an overview of already submitted nominations:

- Grey **past gasdays** (read-only)
- Green **matched gasdays**
- Red **open gasdays** (mismatch or missing nomination)

QUANTITY REPORT:

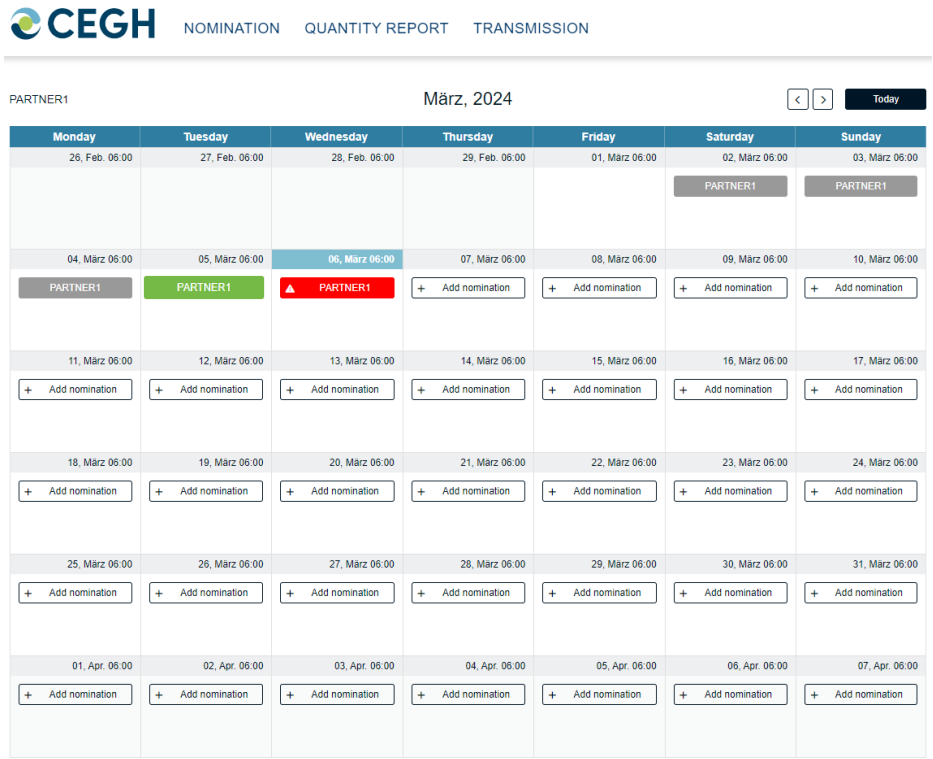
Access to Protocols for nominated deals in 3 formats:

- PDF
- EXCEL
- WORD

TRANSMISSION:

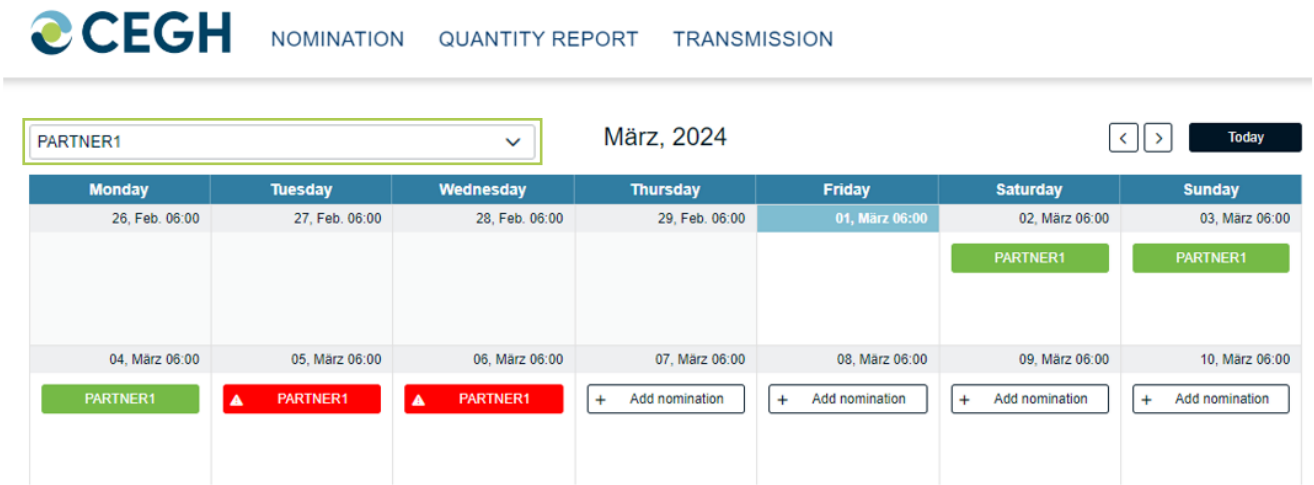
Upload format via :

- KissA (Excel-Sheet)
- Edig@s



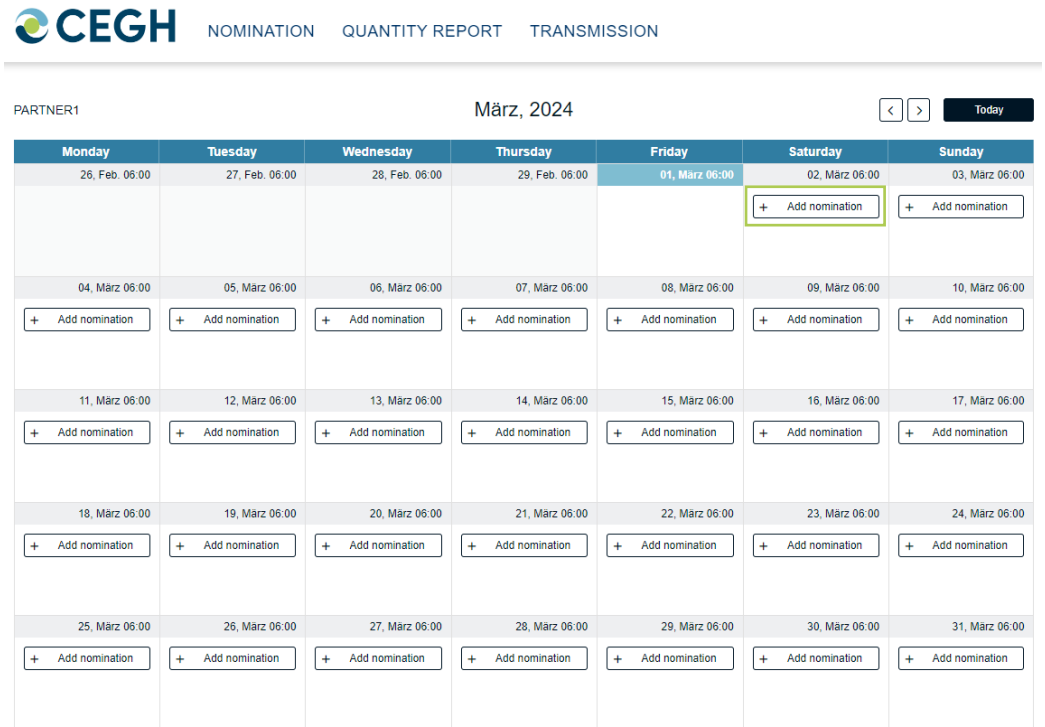
Nomination Interface

- If your user has access rights for more than one Balance Group Responsible Party (BGRP) the respective BGRP can be selected



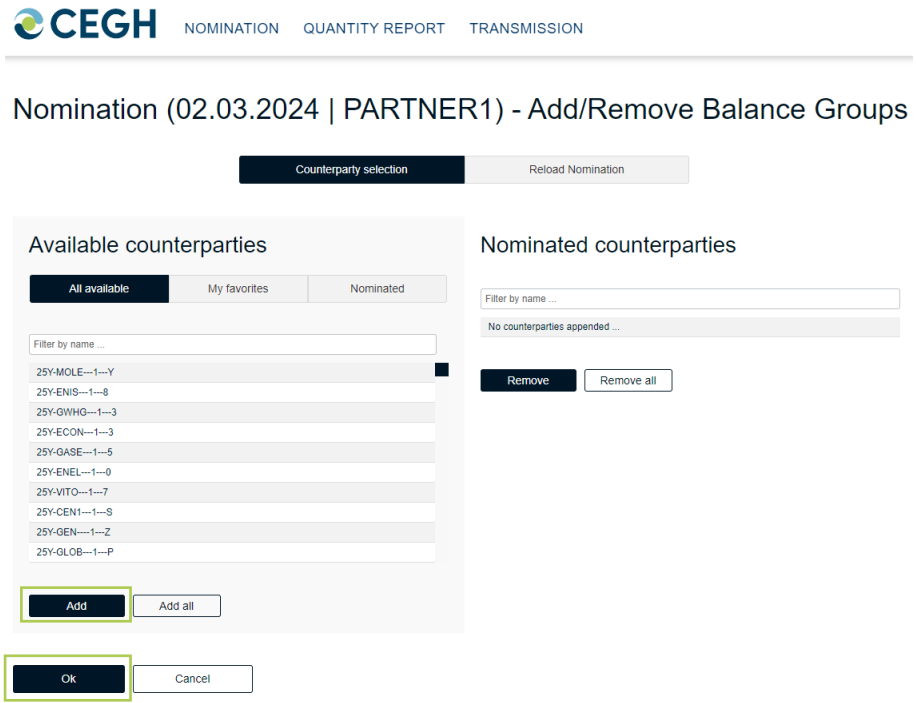
Calender Overview

- To start a new nomination select “(+) Add nomination” for the respective day



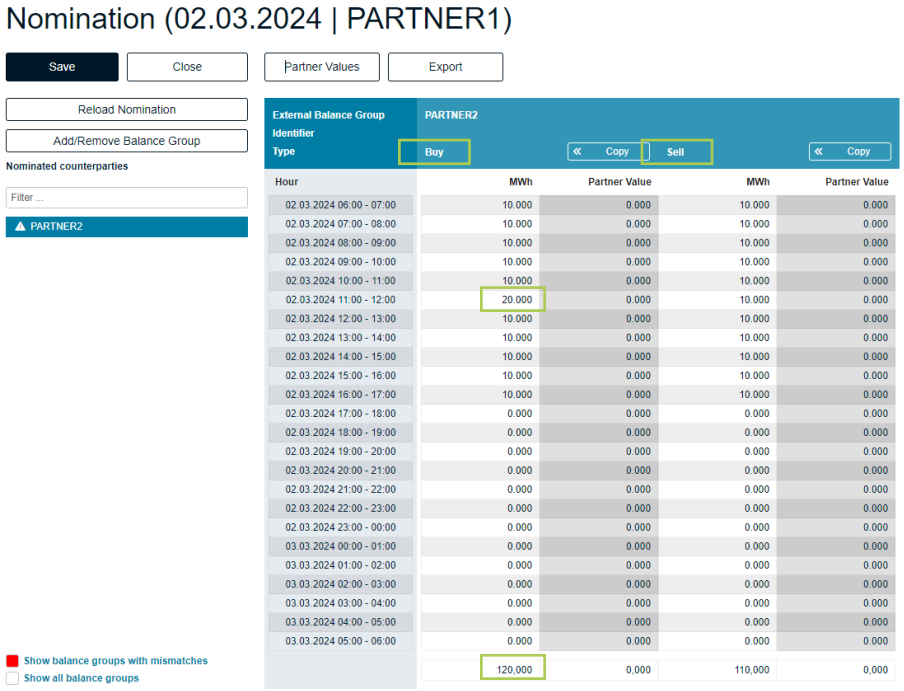
Nomination Interface

- Select one or more counterparties from the “Available Balance Group(s)” box
- After all counterparties have been selected click “OK” to proceed with the nomination



Nomination Interface

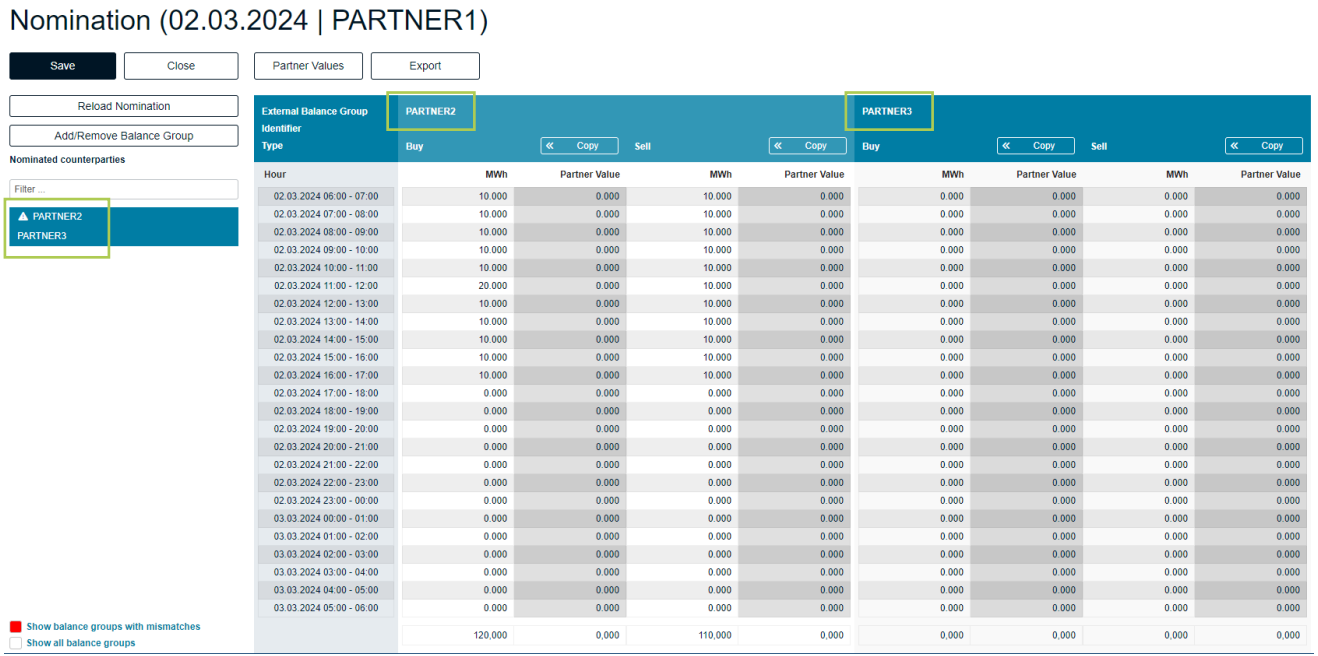
- For every selected counterparty a „Buy“ and a „Sell“ column will be available
- The quantities for each deal can be nominated on hourly or daily basis



External Balance Group	PARTNER2			
Identifier				
Type	Buy	« Copy	Sell	« Copy
Hour	MWh	Partner Value	MWh	Partner Value
02.03.2024 06:00 - 07:00	10.000	0.000	10.000	0.000
02.03.2024 07:00 - 08:00	10.000	0.000	10.000	0.000
02.03.2024 08:00 - 09:00	10.000	0.000	10.000	0.000
02.03.2024 09:00 - 10:00	10.000	0.000	10.000	0.000
02.03.2024 10:00 - 11:00	10.000	0.000	10.000	0.000
02.03.2024 11:00 - 12:00	20.000	0.000	10.000	0.000
02.03.2024 12:00 - 13:00	10.000	0.000	10.000	0.000
02.03.2024 13:00 - 14:00	10.000	0.000	10.000	0.000
02.03.2024 14:00 - 15:00	10.000	0.000	10.000	0.000
02.03.2024 15:00 - 16:00	10.000	0.000	10.000	0.000
02.03.2024 16:00 - 17:00	10.000	0.000	10.000	0.000
02.03.2024 17:00 - 18:00	0.000	0.000	0.000	0.000
02.03.2024 18:00 - 19:00	0.000	0.000	0.000	0.000
02.03.2024 19:00 - 20:00	0.000	0.000	0.000	0.000
02.03.2024 20:00 - 21:00	0.000	0.000	0.000	0.000
02.03.2024 21:00 - 22:00	0.000	0.000	0.000	0.000
02.03.2024 22:00 - 23:00	0.000	0.000	0.000	0.000
02.03.2024 23:00 - 00:00	0.000	0.000	0.000	0.000
03.03.2024 00:00 - 01:00	0.000	0.000	0.000	0.000
03.03.2024 01:00 - 02:00	0.000	0.000	0.000	0.000
03.03.2024 02:00 - 03:00	0.000	0.000	0.000	0.000
03.03.2024 03:00 - 04:00	0.000	0.000	0.000	0.000
03.03.2024 04:00 - 05:00	0.000	0.000	0.000	0.000
03.03.2024 05:00 - 06:00	0.000	0.000	0.000	0.000
	120,000	0,000	110,000	0,000

Nomination Interface – Multi Select

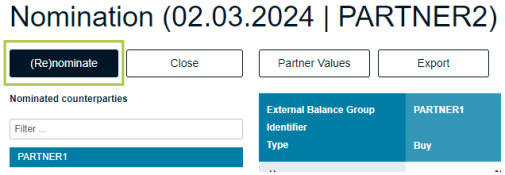
- Select multiple counterparties in the „Nominated Balance Group(s)" box with „SHIFT" or „CTRL" to see all deals in one overview:

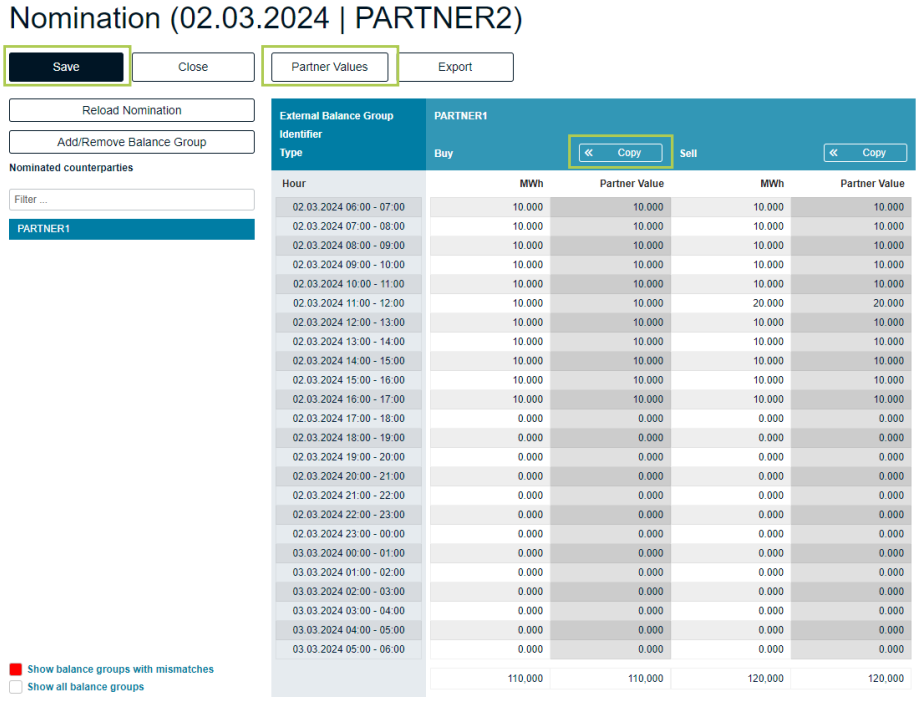


External Balance Group Identifier	PARTNER2				PARTNER3			
Type	Buy	« Copy	Sell	« Copy	Buy	« Copy	Sell	« Copy
Hour	MWh	Partner Value	MWh	Partner Value	MWh	Partner Value	MWh	Partner Value
02.03.2024 06:00 - 07:00	10.000	0.000	10.000	0.000	0.000	0.000	0.000	0.000
02.03.2024 07:00 - 08:00	10.000	0.000	10.000	0.000	0.000	0.000	0.000	0.000
02.03.2024 08:00 - 09:00	10.000	0.000	10.000	0.000	0.000	0.000	0.000	0.000
02.03.2024 09:00 - 10:00	10.000	0.000	10.000	0.000	0.000	0.000	0.000	0.000
02.03.2024 10:00 - 11:00	10.000	0.000	10.000	0.000	0.000	0.000	0.000	0.000
02.03.2024 11:00 - 12:00	20.000	0.000	10.000	0.000	0.000	0.000	0.000	0.000
02.03.2024 12:00 - 13:00	10.000	0.000	10.000	0.000	0.000	0.000	0.000	0.000
02.03.2024 13:00 - 14:00	10.000	0.000	10.000	0.000	0.000	0.000	0.000	0.000
02.03.2024 14:00 - 15:00	10.000	0.000	10.000	0.000	0.000	0.000	0.000	0.000
02.03.2024 15:00 - 16:00	10.000	0.000	10.000	0.000	0.000	0.000	0.000	0.000
02.03.2024 16:00 - 17:00	10.000	0.000	10.000	0.000	0.000	0.000	0.000	0.000
02.03.2024 17:00 - 18:00	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
02.03.2024 18:00 - 19:00	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
02.03.2024 19:00 - 20:00	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
02.03.2024 20:00 - 21:00	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
02.03.2024 21:00 - 22:00	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
02.03.2024 22:00 - 23:00	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
02.03.2024 23:00 - 00:00	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
03.03.2024 00:00 - 01:00	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
03.03.2024 01:00 - 02:00	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
03.03.2024 02:00 - 03:00	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
03.03.2024 03:00 - 04:00	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
03.03.2024 04:00 - 05:00	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
03.03.2024 05:00 - 06:00	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
	120.000	0.000	110.000	0.000	0.000	0.000	0.000	0.000

Nomination Interface – Partner Values

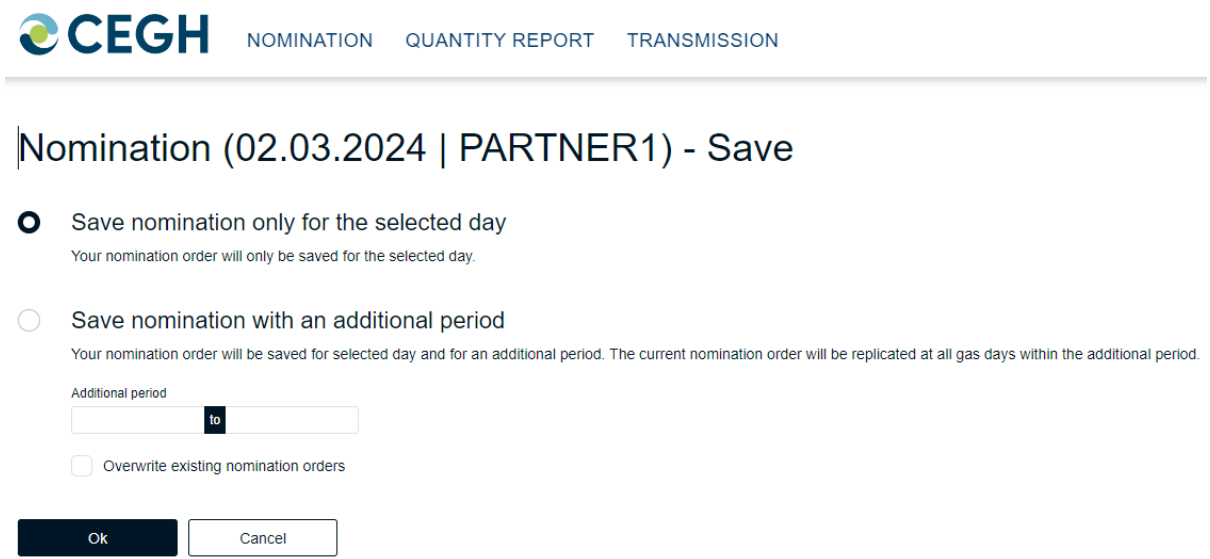
- Click (re)nominate than „Partner Values“ displays quantities already nominated by the counterparty „<< Copy“ partner values to accept partner values
- Press „Save“ to finalize your nomination





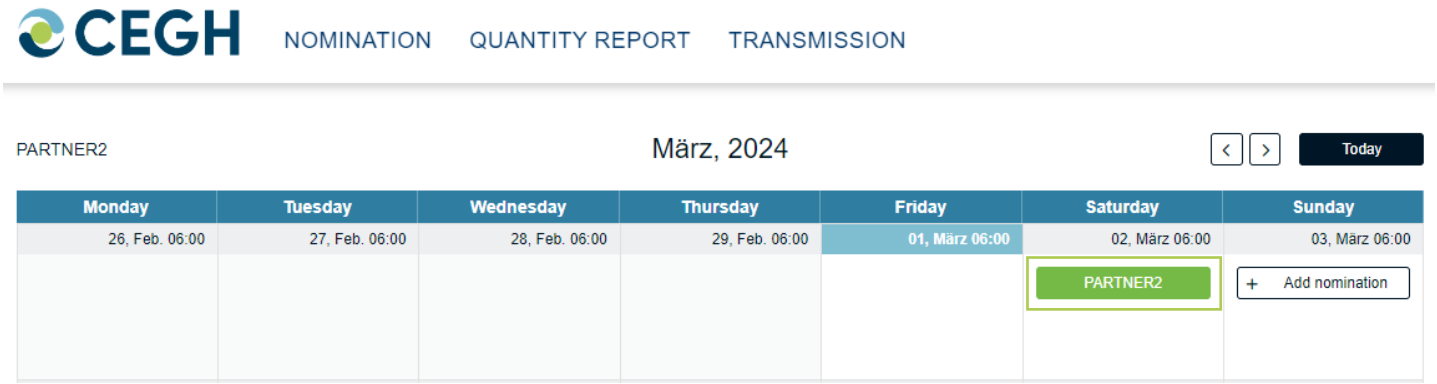
Nomination Interface

- You can choose to submit the nomination
  - only for the selected day or
  - with an additional period



Nomination Interface

- After submitting you will return to the calendar overview where you can find your nominations



Balance Interface (only for BGRP)

- Input / Output will be calculated live based on nominated trade quantities
- With the „Balance” button you can add or remove these additional columns

Nomination (06.03.2024 | PARTNER1)

(Re)nominate | Close | Balance | Partner Values | Export

Nominated counterparties

Filter ...

PARTNER3

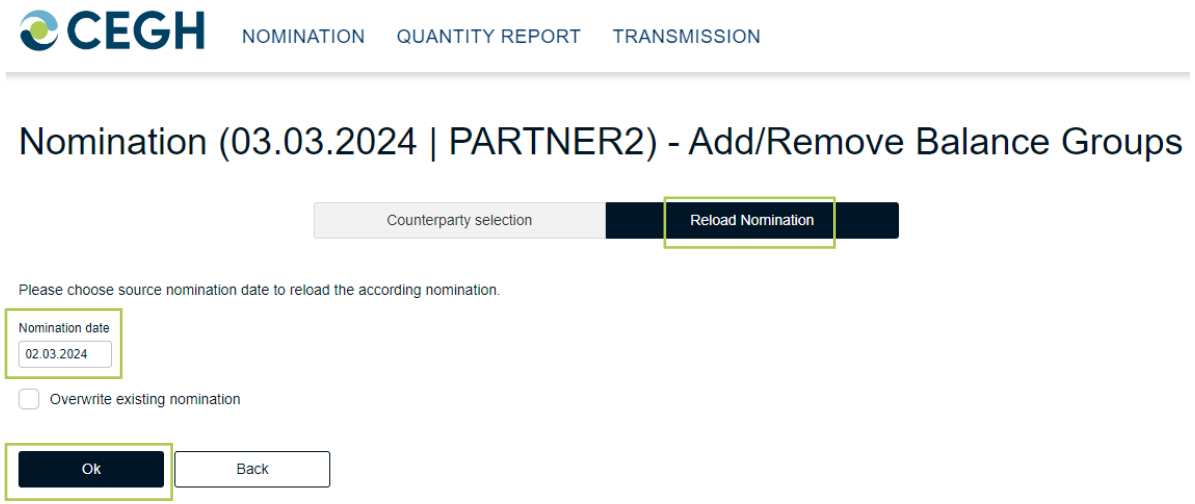
External Balance Group	Balance		PARTNER3			
Identifier						
Type	Input	Output	Buy		Sell	
Hour	MWh	MWh	MWh	Partner Value	MWh	Partner Value
06.03.2024 06:00 - 07:00	0.000	420.000	45.000	45.000	0.000	0.000
06.03.2024 07:00 - 08:00	0.000	420.000	45.000	45.000	0.000	0.000
06.03.2024 08:00 - 09:00	0.000	420.000	45.000	45.000	0.000	0.000
06.03.2024 09:00 - 10:00	0.000	420.000	45.000	45.000	0.000	0.000
06.03.2024 10:00 - 11:00	0.000	420.000	45.000	45.000	0.000	0.000
06.03.2024 11:00 - 12:00	0.000	420.000	45.000	45.000	0.000	0.000
06.03.2024 12:00 - 13:00	0.000	420.000	45.000	45.000	0.000	0.000
06.03.2024 13:00 - 14:00	0.000	420.000	45.000	45.000	0.000	0.000
06.03.2024 14:00 - 15:00	0.000	420.000	45.000	45.000	0.000	0.000
06.03.2024 15:00 - 16:00	0.000	420.000	45.000	45.000	0.000	0.000
06.03.2024 16:00 - 17:00	0.000	420.000	45.000	45.000	0.000	0.000
06.03.2024 17:00 - 18:00	0.000	420.000	45.000	45.000	0.000	0.000
06.03.2024 18:00 - 19:00	0.000	420.000	45.000	45.000	0.000	0.000
06.03.2024 19:00 - 20:00	0.000	420.000	45.000	45.000	0.000	0.000
06.03.2024 20:00 - 21:00	0.000	420.000	45.000	45.000	0.000	0.000
06.03.2024 21:00 - 22:00	0.000	420.000	45.000	45.000	0.000	0.000
06.03.2024 22:00 - 23:00	0.000	420.000	45.000	45.000	0.000	0.000
06.03.2024 23:00 - 00:00	0.000	420.000	45.000	45.000	0.000	0.000
07.03.2024 00:00 - 01:00	0.000	420.000	45.000	45.000	0.000	0.000
07.03.2024 01:00 - 02:00	0.000	420.000	45.000	45.000	0.000	0.000
07.03.2024 02:00 - 03:00	0.000	420.000	45.000	45.000	0.000	0.000
07.03.2024 03:00 - 04:00	0.000	420.000	45.000	45.000	0.000	0.000
07.03.2024 04:00 - 05:00	0.000	420.000	45.000	45.000	0.000	0.000
07.03.2024 05:00 - 06:00	0.000	420.000	45.000	45.000	0.000	0.000
	0,000	10080,000	1080,000	1080,000	0,000	0,000

Show balance groups with mismatches

Show all balance groups

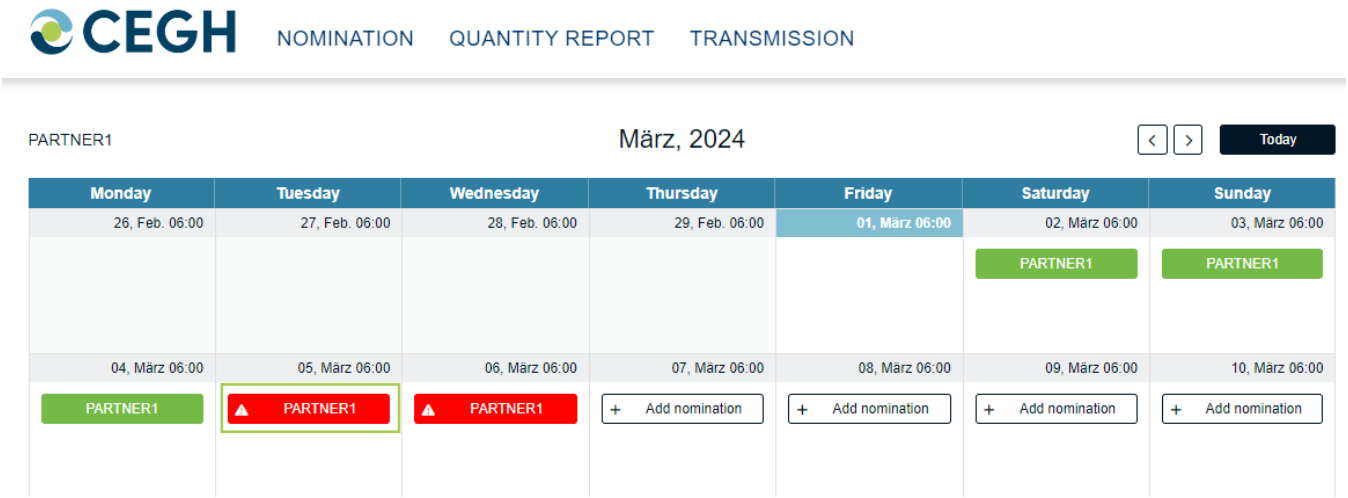
Reload Nomination

- „Reload Nomination“ will copy all deals from a selected date to the current nomination
- Select the respective source „Nomination date“ and save with „Ok“



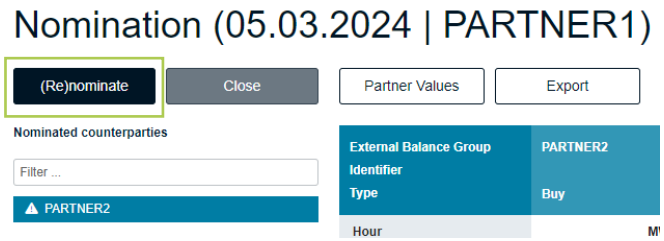
Add/Remove a Counterparty for existing nominations

- Select the day

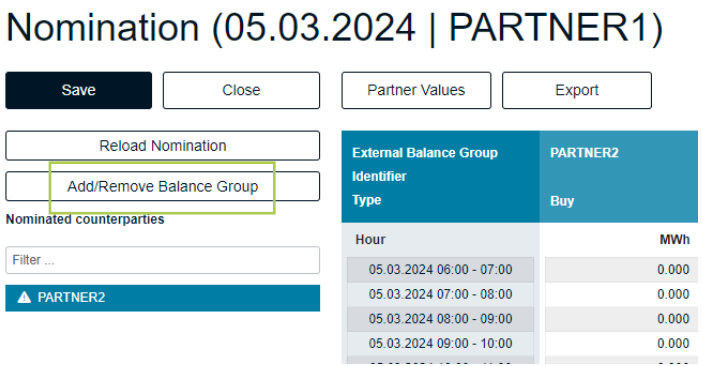


Add/Remove a Counterparty for existing nominations

- Proceed with „(Re)nominate“

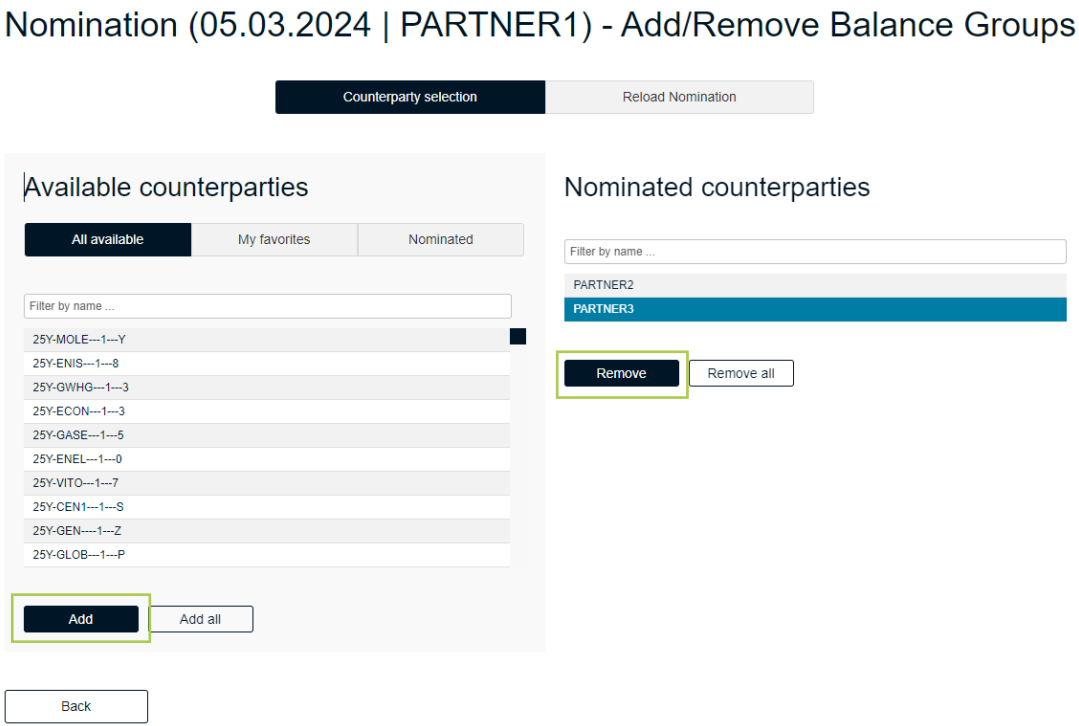


- Click „Add / Remove Balance Group“



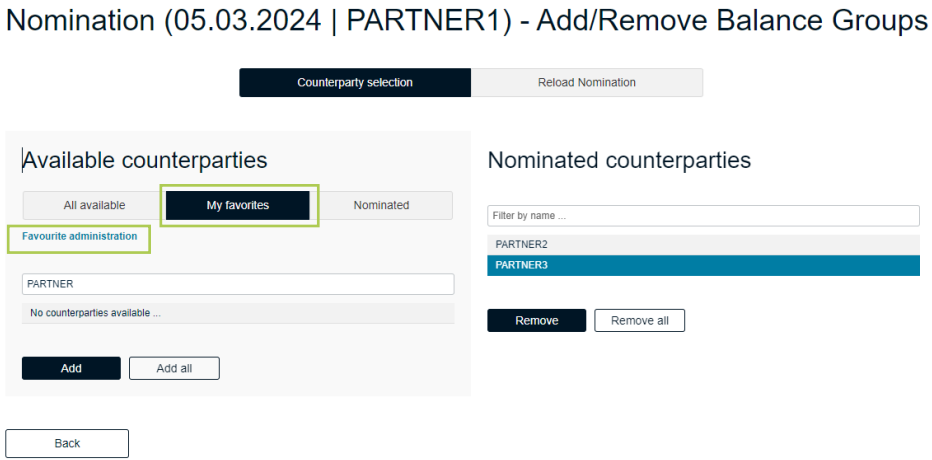
Add/Remove a Counterparty for existing nominations

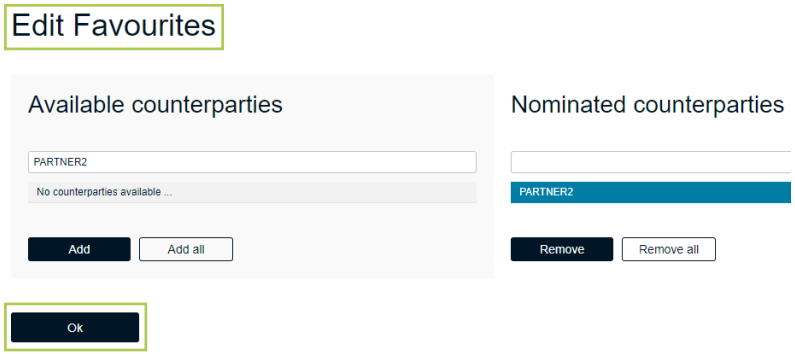
- Add or Remove a counterparty balance group and save with „Back“



Favorites

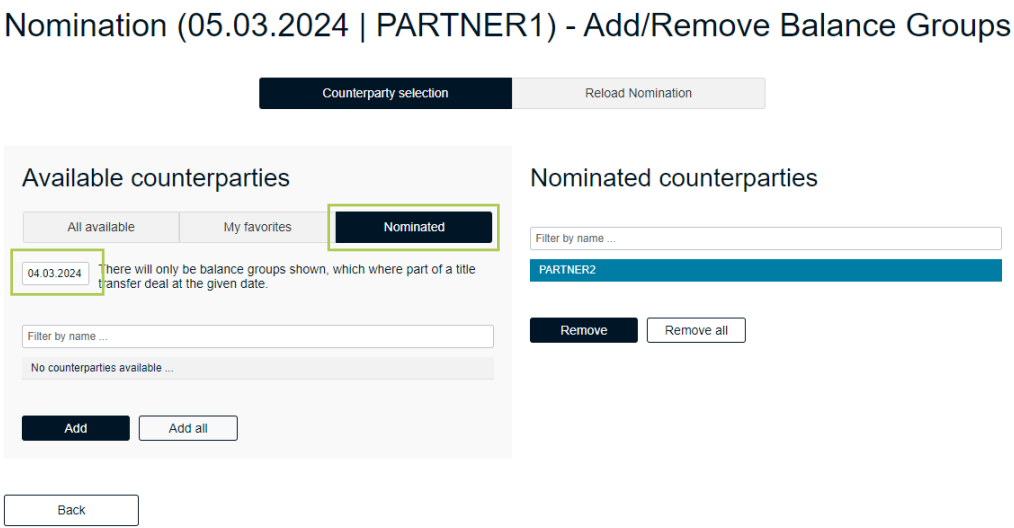
- Create a „Favorites“ list for your frequently used counterparties
- Add or remove counterparties from the list





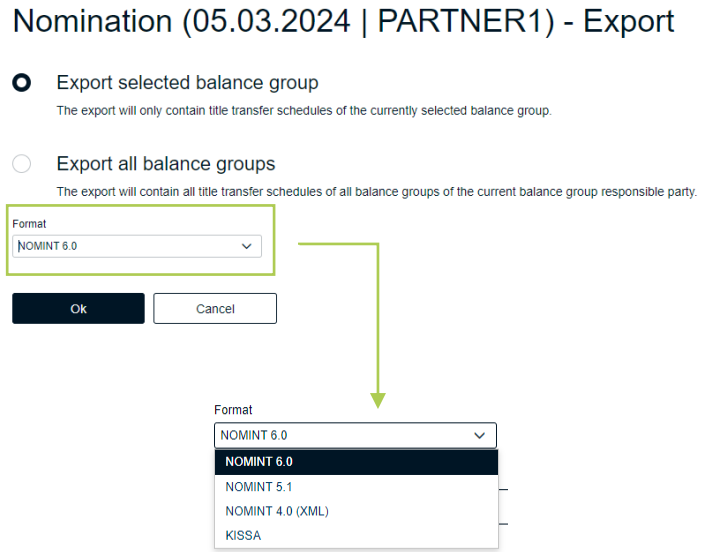
Nominated

- „Nominated“ shows all counterparties from a previous gas day
- The respective gas day can be selected in a separate field



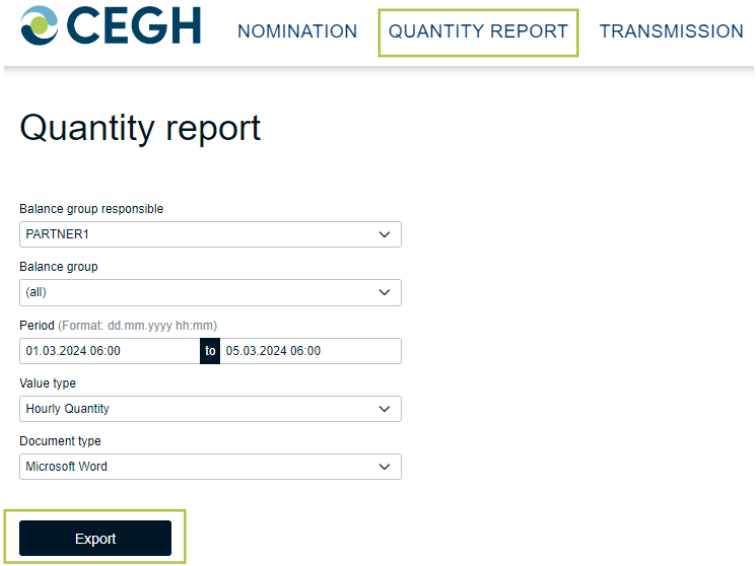
Export Interface

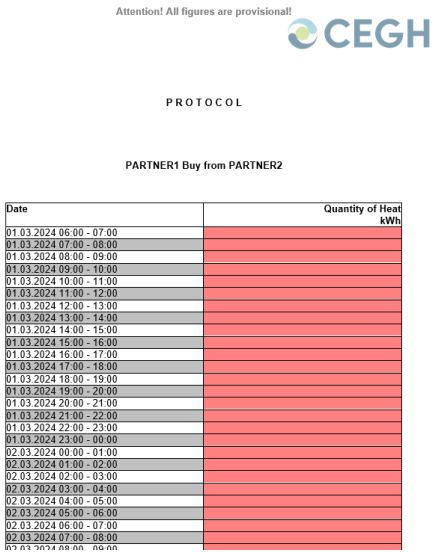
- „Export“ allows you to choose any format nomination file from your current nomination



Quantity Report

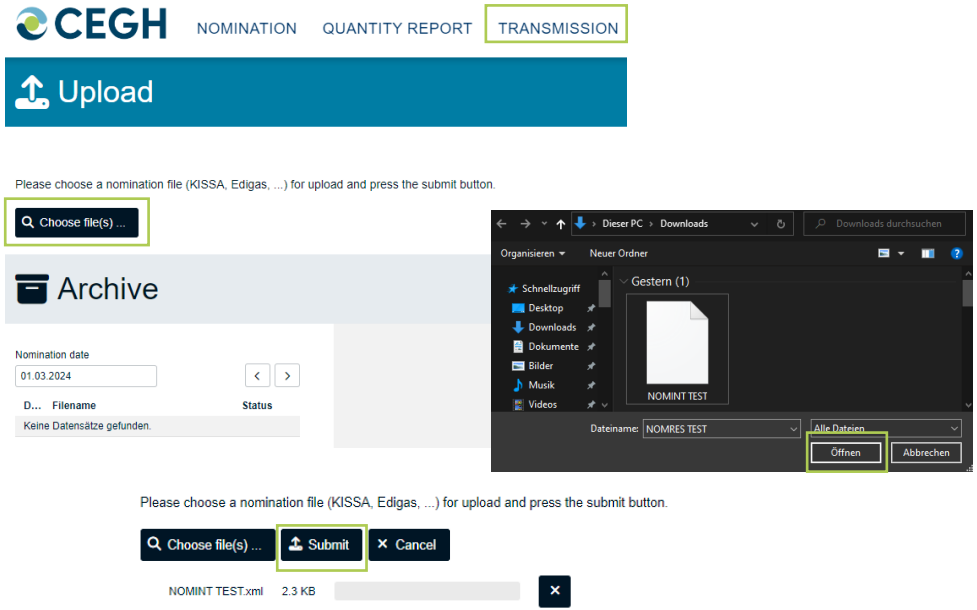
- Select Balance Group and Date
- „Value Type“: Reports are available on hourly, daily and monthly basis
- „Document types“: Microsoft Word, Microsoft Excel or Adobe PDF
- After your selection start the report with „Export“

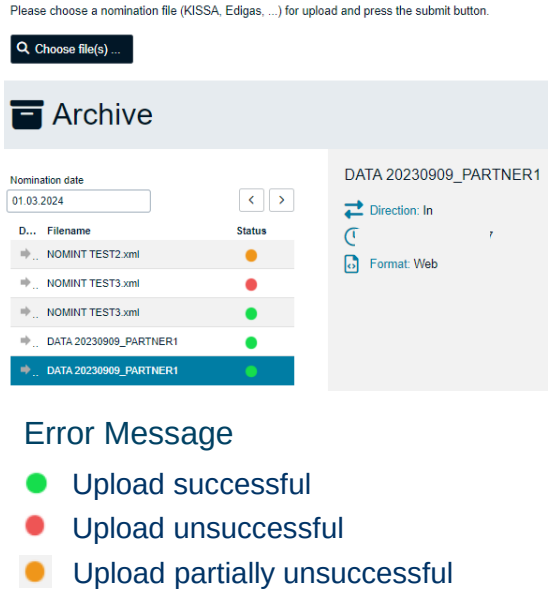




Upload

- Select Transmission
- Choose the file in format, e.g. KISSA, Edig@s,... submit
- Please check in case any error accrues as shown



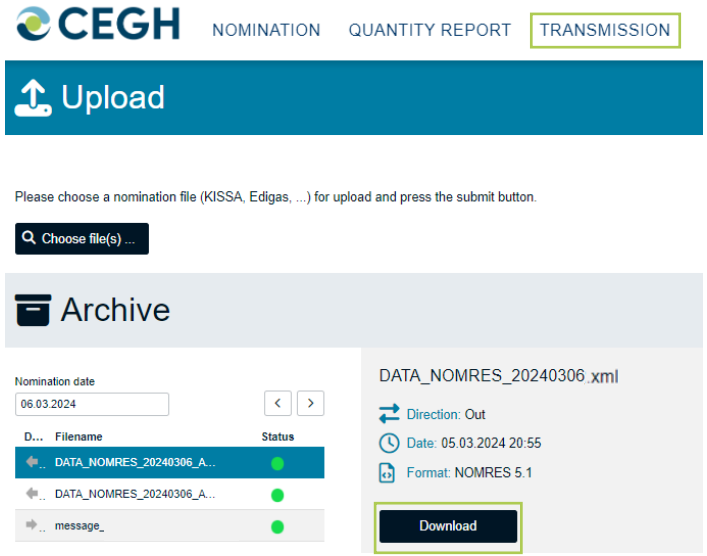


Error Message

- Upload successful
- Upload unsuccessful
- Upload partially unsuccessful

Download

- Select „Transmission“
- Choose file for download and click download



CEGH

THANK YOU!