



**AUCTION OF THE BUNDLED PRODUCT
AT IP LASÓW
—
SHIPPERS' MANUAL**

for information purposes only

Warsaw/Leipzig, March 2013

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I. GENERAL INFORMATION

The present document is not binding and is created for information purposes only, for the shippers participating in the auctions of the Bundled Product at the PRISMA primary platform. It is intended as a compilation of the major rules and explanations concerning the most important matters relating to the auctions of the Bundled Product. The binding principles for the participation in the auctions of the Bundled Product are described in the relevant documents drew up by GAZ-SYSTEM and ONTRAS separately:

- 1) for ONTRAS – VNG Gastransport GmbH: in the Supplementary Terms and Conditions of ONTRAS – VNG Gastransport GmbH for bundled capacity contracts at the Lasów border point,
- 2) for Gas Transmission Operator GAZ-SYSTEM S.A.: in the GAZ-SYSTEM's Rules for the auctions of the Bundled Product at IP Lasów.

The present document was prepared on the basis of the documents and information available at the websites of PRISMA primary, GASPOOL and DVGW. It is recommended for the shippers to acquaint themselves with the proper binding regulations of the aforementioned entities.

II. DEFINITIONS

- i. Reserve Price of the auctions – minimum eligible floor price in the auctions, being equal to the sum of regulated tariff prices for the transmission of gas fuel, according to the Tariff of GAZ-SYSTEM and Price List of ONTRAS, applicable at a given time;
- ii. Firm capacity (contracted firm capacity) - shall mean the maximum hourly quantity of gas in normal conditions, which may be delivered for transmission in the entry point or may be offtaken for transmission in the exit point, which will be binding in the same amount for the given quarter on the basis of the capacity allocation (PP) made due to the auctions at the IP Lasów;
- iii. DVGW - Deutscher Verein des Gas- und Wasserfaches e. V. – Technisch-wissenschaftlicher Verein – German Technical and Scientific Association for Gas and Water with its registered office in Bonn;
- iv. EIC – Energy Identification Code;
- v. GAZ-SYSTEM - shall mean the company under the name of the Gas Transmission Operator GAZ-SYSTEM S.A. with its registered office in Warsaw, Poland;
- vi. GASPOOL – shall mean the company under the name of GASPOOL Balancing Services GmbH with its registered office in Berlin;
- vii. Transmission Network Code ("TNC") - shall mean the Transmission Network Code established pursuant to the applicable provisions of law and posted on the GAZ-SYSTEM website. The binding version of the Transmission Network Code of GAZ-SYSTEM S.A for the day of announcement of the Rules of the auctions of the Bundled Product in IP Lasów, as approved by the President of the Energy Regulatory Office on 24 July 2012 by Decision No DPK-4322-10(16)/2012/AK, and thereafter altered by the Change of the TNC of OGP GAZ-SYSTEM S.A. no 1/2012/0018, as approved by the President of the Energy Regulatory Office on 15th of February 2013 by Decision No DPK-4323-88(8)/2012/2013/AŚK, or each consecutive TNC which will replace or amend the aforementioned version of the TNC;

- viii. kWh (kilowatt-hour) - unit of energy, in which the amount of transmitted gas is expressed, determined by multiplying the volume of gaseous fuel sent in the entry or exit point and the heat of combustion, applicable to this point;
- ix. m³ (cubic meter) - shall mean one cubic meter of gas in normal reference conditions, i.e. at an absolute pressure of 101.325 kPa and a temperature of 273.15 K;
- x. ONTRAS – shall mean the company under the name of ONTRAS — VNG Gastransport GmbH with its registered office in Leipzig;
- xi. TSO – Transmission System Operator;
- xii. First Time Undersell – shall mean an occurrence where the aggregate demand across all Registered Network Users is less than the capacity offered at the end of the second Bidding Round or a subsequent Bidding Round;
- xiii. Bundled Product – shall mean products of the bundled capacity, being the object of the auctions of both sides of the IP Lasów, for an identical period of transmission contracts and for an identical amount of capacity, i.e.: Q2 of the Gas Year 2013/2014 (1st January 2014 – 1st April 2014) - 57 980 kWh/h (5 200 nm³/h), Q3 of the Gas Year 2013/2014 (1st April 2014 – 1st July 2014) - 57 980 kWh/h (5 200 nm³/h), Q4 of the Gas Year 2013/2014 (1st July 2014 – 1st October 2014) - 57 980 kWh/h (5 200 nm³/h) and the corresponding entry and exit firm capacity on both sides of the IP Lasów;
- xiv. Pilot Project – shall mean the described in the present Informative Manual pilot project for making available the Bundled Product in the form of firm capacity at IP Lasów, executed by GAZ-SYSTEM and ONTRAS, including the auction procedure;
- xv. IP Lasów – shall mean a cross-border interconnection point between the transmission systems of GAZ-SYSTEM and ONTRAS, situated in Lasów;
- xvi. Gas Year – shall mean a period from 6:00 of the 1st of October of the current year to 6:00 of the 1st of October of the following year;
- xvii. Tariff - shall mean a list of prices and payment rates along with the rules of application thereof, which has been set up by GAZ-SYSTEM and has been introduced as the binding tariff for the Network Users;
- xviii. PRISMA primary - shall mean the PRISMA primary platform that is operated by the PRISMA European Capacity Platform GmbH through which the auctions of the Bundled Product will be conducted;
- xix. Registered User – an entity who registered at the PRISMA primary platform, and was approved by GAZ-SYSTEM and ONTRAS that it fulfils the conditions necessary to transact.

III. REQUIREMENTS FOR THE PARTICIPATION IN THE AUCTION

To participate in the auctions of the Bundled Product, the shipper must:

1. Conclude a balancing agreement with GASPOOL,
2. Acquire a DVGW code and EIC code,
3. Successfully register on the PRISMA primary, sign a transmission contract with GAZ-SYSTEM according to the TNC of GAZ-SYSTEM and register at ONTRAS according to the Terms and Conditions of ONTRAS and comply with the PRISMA primary platform requirements (acceptance of platform's General Terms and Conditions).

After the completion of the registration the shipper must report his will to participate in the auctions of the Bundled Product through the PRISMA primary platform. Appropriate notice and a place to make a notification will be published in the Auction Calendar at the PRISMA primary platform.

Registration and transacting at PRISMA primary platform is free of charge for the Registered Users.

IV. CONCLUSION OF AGREEMENT WITH GASPOOL

1. Terms and Conditions of GASPOOL

At the website: <http://www.gaspool.de/download.html?&L=1> the shipper can find the current version of GASPOOL Balancing Group Contract Terms and Conditions, as well as the form of the Balancing Group Contract.

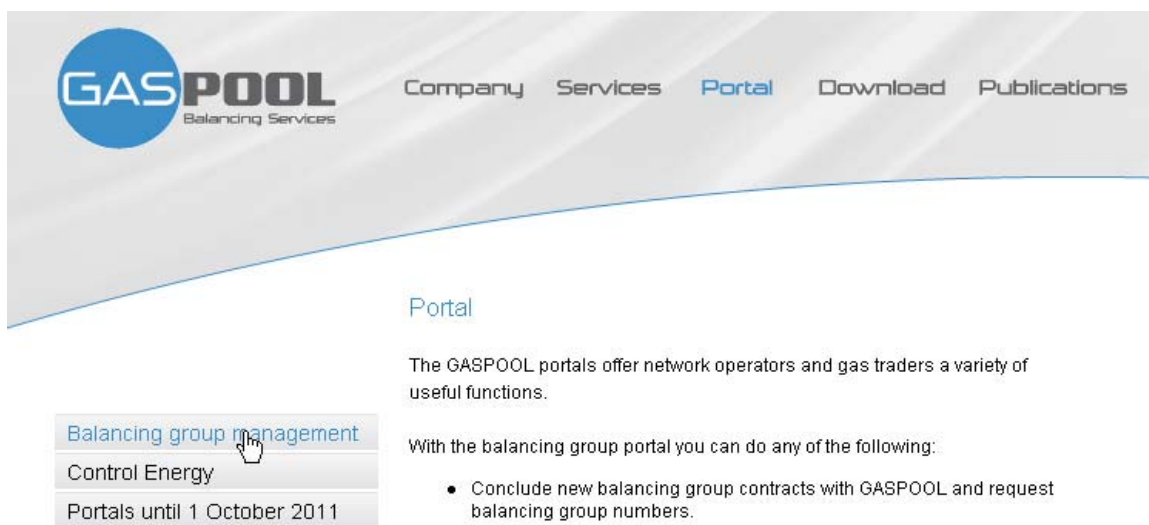
2. Registration with GASPOOL

The registration at GASPOOL is electronic.

Enter GASPOOL website at www.gaspool.de

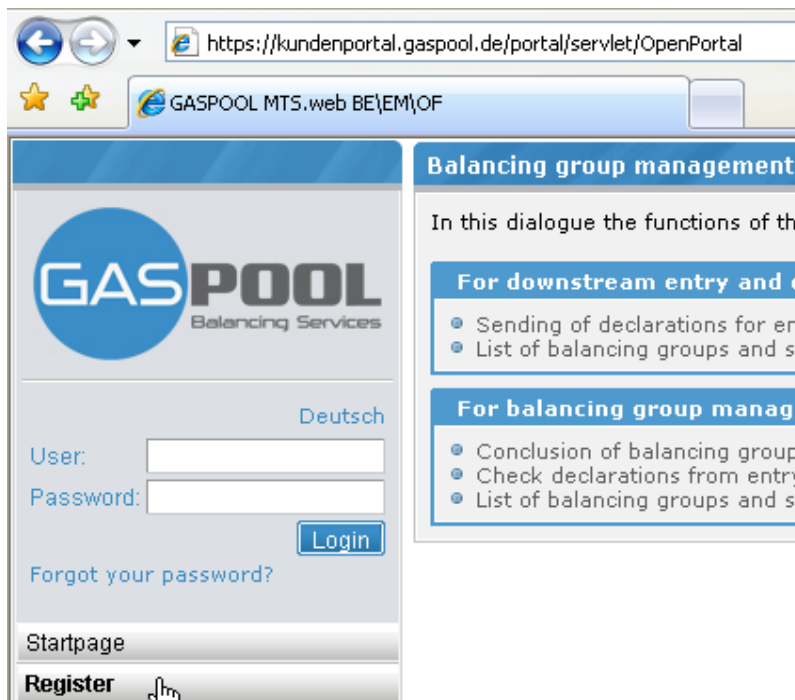
Click on "Portal"

Click on "Balancing group management"



The screenshot shows the GASPOOL website interface. At the top left is the GASPOOL logo with the tagline "Balancing Services". To the right of the logo is a navigation menu with the following items: "Company", "Services", "Portal" (highlighted in blue), "Download", and "Publications". Below the navigation menu, the word "Portal" is displayed in blue. Underneath, there is a paragraph: "The GASPOOL portals offer network operators and gas traders a variety of useful functions." Below this paragraph, there is a list of functions: "With the balancing group portal you can do any of the following:" followed by a bullet point: "• Conclude new balancing group contracts with GASPOOL and request balancing group numbers." On the left side of the page, there is a vertical menu with three items: "Balancing group management" (highlighted in blue), "Control Energy", and "Portals until 1 October 2011". A mouse cursor is pointing at the "Balancing group management" item.

Click on "register" and add your company and user data



Submit form over the webpage. GASPOOL will send a registration form which has to be returned as a hardcopy filled in and signed. GASPOOL also may request an excerpt of the commercial register (translated to English) and a copy or link of the annual report.

You will get a confirmation of registration of GASPOOL, including Login-Data for the Portal.

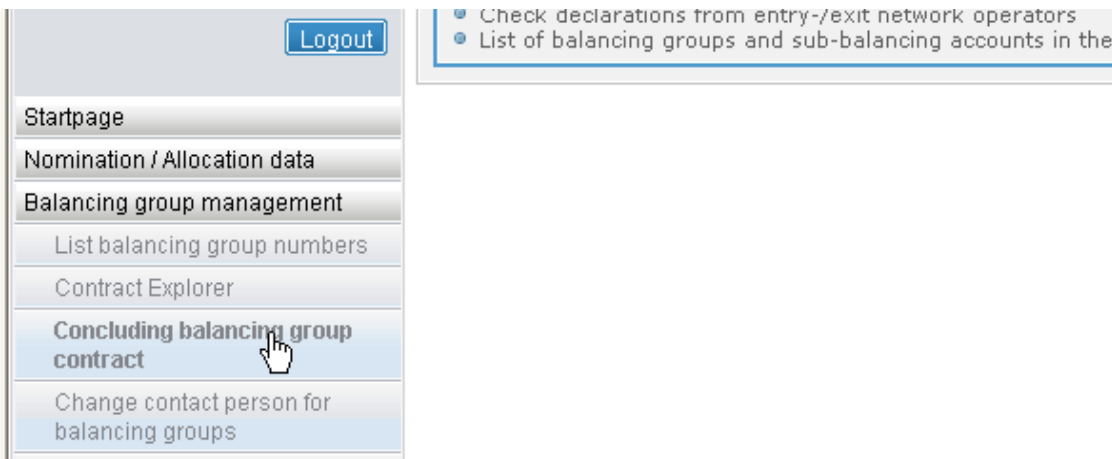
3. Conclusion of Balancing Group Contract

Login to the Portal with your access data.

Click on Menu "balancing group management".



click on “concluding balancing group contract”



Fill in data and confirm:

The screenshot shows a web browser window with the title 'GASPOOL MTS.web BEVEM/OF'. The main content area is titled 'Online conclusion of a new balancing group contract'. It contains several input fields and dropdown menus. The 'Market area' is set to 'GASPOOL'. The 'Balancing group network operator' is 'GASPOOL'. The 'Balancing group manager' is 'Test BKV 1'. The 'Contract type' is a dropdown menu. The 'Assignment balancing group' is a dropdown menu. The 'Effective from' date is '01/12/2012' at '6:00 a.m.'. There are three sections for 'Contact person', 'Dispatching', and 'Invoicing', each with a dropdown menu and fields for 'Name', 'telephone', and 'email'. A checkbox at the bottom indicates agreement to terms and conditions. A 'Reset' button and a 'Conclude balancing group contract' button are at the bottom right.

GASPOOL sends a confirmation via email immediately about your new contract.

For any questions, contact your GASPOOL key account manager. You find the contact person in the menu “Customer Service”.

After conclusion of the contract, the shipper will obtain the Balancing Group Number, which he will then send to ONTRAS via the form “Inclusion of Points in Balancing Groups within the Market Area GASPOOL” at the ONTRAS homepage: http://www.ontras.com/cms/fileadmin/Dokumente_Kapazitaetsvermarktung/ENGLISH/Download/Formulare_und_Vetr__ge/2012-08-22_Einbringung_Pkt_eng.pdf.

V. ACQUISITION OF THE DVGW CODE

1. Registration with DVGW (the website is only available in German language version).

Register at <http://www.dvgw-sc.de/dvgw-codevergabe/registrierung/>

Fill in company data, market role and contact data and submit.

The screenshot shows the website interface for DVGW Service & Consult GmbH. The top navigation bar includes links for Start, Kontakt, AGB, Datenschutz, and Impre. The main menu features categories like Energie & Wasser, IT-Services, Veranstaltungen, TSM-Prüfungen, and Extranet. The current page is titled 'Registrierung eines neuen Marktpartners' under the IT-Services section. A sidebar on the left lists various services such as Beratung, Marktpartner, Gasnetz, and DVGW Codevergabe. The main content area provides instructions for registration, including a warning about EIC/EDIGAS codes and a note about updating existing entries. Below the text are three input fields for 'Firmenschrift' (Company Name, Street, and PLZ/Post Code). Further down is the 'Ansprechpartner' (Contact Person) section with fields for title, name, and contact information. A 'DVGW-SC-Newsletter' section contains a subscription checkbox. The 'Code-Nummern-Vergabe' section has a dropdown menu for 'Code-Typ' set to 'EIC/EDIGAS' and a submit button labeled 'abschicken'. A footer note states: 'Bitte füllen Sie alle * Pflichtfelder aus.'

VI. ACQUISITION OF THE EIC CODE

1. Currently the EIC codes for the gas market are granted by the ENTSOG.
2. To obtain the code, it is necessary to register at <http://www.entsog.eu/eic-codes/eic-party-codes-x-request>.
3. Fill in the form and submit it electronically, introducing all the necessary company information.

EIC Codes [Home](#) - [EIC Codes](#) - [Application forms](#) - [EIC Party Codes \(X\)](#)

APPLICATION FORMS

EIC PARTY CODES (X) REQUEST

Please use the form and the ENTSSOG LIO Team will contact you.

★ Required

Code Request Type *

Location EIC code (EIC "X"-code only used for Modification or Deletion):

Party Name *

EU VAT Code *

Display Name *

Address Line 1 *

Address Line 2

Address Line 3

> EIC LOCATION CODES (V)

> EIC RESOURCE OBJECT CODES (W)

> EIC PARTY CODES (X)

> EIC AREA CODES (Y)

> EIC CONNECTION POINT CODES (Z)

> SPECIFIC QUESTION

Please submit your requests here to the ENTSSOG Local Issuing Office (LIO):

For further information please contact:

Jef De Keyser
jef.dekeyser@entsog.eu
T +32 (0)2 894 51 32
F +32 (0)2 894 51 01

Panagiotis Panousos
panagiotis.panousos@entsog.eu
T +32 (0)2 894 51 06
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VII. REGISTRATION PROCESS OF THE USERS AT PRISMA primary

PRISMA EUROPEAN CAPACITY PLATFORM

PRISMA | HOME | GTCB | LEGAL | PRIVACY | DISCLAIMER | ADS | CONTACT | DE

Registration

My PRISMA primary

AUCTIONS BOOKINGS NETWORK INFORMATION CUSTOMER CENTRE

The registration in 5 steps

- 1 Enter / Confirm Your Company Details**
The beginning of the registration takes place with your company's DVGW Market Participant Code. Registration is only possible if it is registered in the role "supplier". If your company is not yet registered as a transport customer at PRISMA primary, enter the master data during the first step. If you have already registered, you must only confirm the accuracy of the info already provided to PRISMA primary.
- 2 Enter the Contact Person**
If your company is not yet registered as a transport customer, it is necessary to define a contact person. In the case of a registration for an already existing transport customer, this step will be skipped.
- 3 Enter Your User details**
In the third step, provide your personal user information which is required for the registration as a transport customer user (TC user).
- 4 Select a Transmissions System Operator (TSO)**
In the fourth step, you may select the transmission system operator (TSO) with which you would like to participate in auctions or carry out bookings.
- 5 Check your Entries**
At the end of the registration you can double check the accuracy of the information provided and submit your filled out registration form.

Help and Tips

- [User Documentation](#)
- [FAQ](#)

Start Registration

Where do I find the DVGW Market Participant Code?

Start Registration

The condition for the use of the PRISMA primary platform is the successful registration at the PRISMA primary platform, acceptance of the General Terms and Conditions of PRISMA primary applicable at a given time. The platform usage contracts between the shipper and PRISMA primary is concluded upon successful registration. This contract is independent from any booking contract.

Furthermore, an approval of the shipper by the TSOs is necessary. GAZ-SYSTEM and ONTRAS are exclusively responsible for the carrying out of the approval process of the shippers who want to participate in the auctions of the Bundled Product. The approval process is conducted according to the Terms and Conditions of ONTRAS and Supplementary Terms and Conditions of ONTRAS – VNG Gastransport GmbH for bundled capacity contracts at the Lasów border point, and according to the TNC of GAZ-SYSTEM and GAZ-SYSTEM's Rules for the auctions of the Bundled Product at IP Lasów.

Registration at PRISMA primary is made via the website: <https://primary.prisma-capacity.eu/>, according to the General Terms and Conditions PRISMA primary.

The shippers are strongly encouraged to begin all the steps necessary for the registration (acquisition of DVGW and EIC codes, contract with GASPOOL) before April 2013, as it is foreseen that the registration process for GAZ-SYSTEM at the PRISMA primary platform will be possible from April 2013. The stages of the registration at the PRISMA primary platform will include the following steps:

- 1) Before the commencement of the registration it is necessary to:
 - a. Register at the DVGW database and obtain a DVGW code,
 - b. Acquire the EIC code,
 - c. Conclude a balancing contract with GASPOOL.
- 2) The first step is to complete the form describing the company information (address, name of the company, NIP (tax identification number), VAT no, representation, bank information (including IBAN and BIC), invoicing address), DVGW code and the EIC code.

The screenshot shows the registration progress bar at the top with five steps: 1. Company Information (active), 2. Contacts, 3. User Information, 4. Assignment of a TSO, and 5. Checking Information. Below the progress bar is the main form titled "Check and Complete your Company Information". The form is divided into several sections: "Company Information" with fields for EIC code, DVGW code, Company Name, a checkbox for agreement to publication, Street and Number, Postcode and City, Country, P.O. Box, and another Postcode and City field; "Bank Information" with fields for Bank, IBAN, and BIC; "Tax Information" with a field for VAT Number and a checkbox to confirm accuracy; and "Billing Address" with a note that it is the same as the company address and a link to "Set a different billing address". At the bottom of the form are buttons for "Back to previous step", "Cancel", and "Next Step".

3) If the shipper registers at the PRISMA primary platform for the first time, it is necessary to complete an online form setting out the details of different persons designated for the contacts (operation department, dispatching, communication and billing) with PRISMA primary (name, surname, phone number, email address).

4) After the completion of the aforementioned forms, the shipper chooses the TSO's with which he wants to transact. In case of the auctions of the Bundled Product at IP Lasów, GAZ-SYSTEM and ONTRAS must be chosen. By choosing appropriate TSO's, the shipper must accept their Terms and Conditions, TNC for GAZ-SYSTEM and Terms and Conditions for ONTRAS.

5) After selecting the TSO, a list of the documents required by them for the purpose of shipper approval will be displayed. Appropriate forms provided by the TSO need to be downloaded and then printed out and completed. They will also be sent by email to the shipper. At this stage, it is also possible to make direct contact with the TSO.

6) After completing the above mentioned steps, the shipper will receive an email confirming his registration, shipper's name and password, as well as the necessary documents provided by the TSO. The user account will be inactive until the shipper is accepted by the chosen TSOs and obtains a token via mail.

7) Printed and completed forms (if they are required by the TSO) and any other supporting documents required by the TSO (outside the data provided by filling in registration forms PRISMA primary) must be delivered by mail or email, depending on the TSO's requirements.

8) If a shipper registers on the platform PRISMA primary for the first time, chosen TSOs have to accept and activate the shipper. The shipper will be notified by email about the acceptance by the TSO. In addition, the user account must be approved by the selected TSO (user account will be accepted after verification of the documents required by the TSO). The shipper will be notified by email about the acceptance of his account. At this point he becomes a Registered User for the purposes of the auctions of the Bundled Product.

9) After completing the above steps, the Registered User will be able to start conducting transactions through the PRISMA primary platform. He will receive a token via post, which allows him to use the registered account. Login will be possible only with a shipper's name, password, and token.

The agreement between the Registered User and PRISMA primary is concluded for an indefinite period of time. It may be terminated by the PRISMA primary at any time by one month's notice in writing submitted to the Registered User. Agreement shall be deemed terminated if the Registered User ceases to be accepted by any of the TSO's or completely deactivates his access to the PRISMA primary. Deactivation effects in an obligation to return the access key assigned to the Registered User within 10 business days. No return entitles PRISMA primary to collect fees from the Registered User for the access key.

In case the pilot bundled auctions at Lasów will not be carried out due to a technical failure, the auctions will be held at a later point in time. PRISMA primary will inform Registered Users on the interruption of the auctions and temporary suspension. The Registered Users also will be notified about the new date of the auctions by PRISMA primary.

VIII. MINIMUM TECHNICAL REQUIREMENTS NECESSARY FOR THE REGISTRATION AT PRISMA PRIMARY

1. standard browser in its current version (Internet Explorer upwards of Version 7 or Firefox upwards of Version 3), allowing a secure connection (TLS/SSL, https);
2. JavaScript and Cookies installed and activated.

IX. AUCTION PROCESS

The detailed description of the auctions process will be implemented in the Concept Primary Capacity Platform 6.0 which is available in the download area of the website of PRISMA primary.

The auctions will be conducted in accordance with the following principles, unless the Concept Primary Capacity Platform 6.0 states differently:

- 1) The auctions shall provide for Registered Users the possibility to place volume bids against escalating prices announced in consecutive Bidding Rounds, starting at the Reserve Price P0.
- 2) The first Bidding Round, with an associated price equal to the Reserve Price P0, is foreseen for the 3rd of June 2013 and shall have a duration of 3 hours. Subsequent Bidding Rounds shall have a duration of 1 hour. There will be a period of 1 hour between Bidding Rounds.
- 3) A bid shall specify:
 - a. the identity of the Registered User applying;
 - b. the concerned Interconnection Point and direction of the flow;
 - c. the Standard Capacity Product for which the capacity is applied for; and
 - d. per price-step, the amount of capacity for Bundled Product.
- 4) A bid shall be considered valid if it is submitted by a Registered User and complies with all the provisions of point 3 above.
- 5) In order to participate in an auction, it shall be mandatory to place a volume bid in the first Bidding Round. The bids are submitted as a multiple of 1 kWh. The minimal bid possible is 1 kWh.
- 6) The TSO's will provide the Registered Users a possibility to submit the bids on the platform automatically for any price step.
- 7) Once the relevant Bidding Round closes, all valid bids shall become binding commitments of a Registered User to book capacity to the amount requested per announced price, provided the clearing price of the auction is that announced in the relevant Bidding Round.

- 8) The volume bid in any Bidding Round per Registered User shall be equal or smaller to the offer of capacity in a specific auction. The volume bid per Registered User at a specific price shall be equal to, or less than the volume bid placed by this Registered User in the previous round, except where point 15 applies.
- 9) Bids may be freely entered, modified and withdrawn during a Bidding Round, providing all bids comply with point 8. Valid bids will remain valid until modified or deleted.
- 10) A large price step and a small price step for auctions of Bundled Product will be calculated as follows for each of the TSO's:
- a. large price step = $2,5 \text{ ct}/(\text{kWh}/\text{h})/\text{runtime}$
 - b. small price step = $0,5 \text{ ct}/(\text{kWh}/\text{h})/\text{runtime}$.
- 11) If the aggregated demand of all Registered Users is less than or equal to the capacity offered at the end of the first Bidding Round, the auction shall close.
- 12) If the aggregated demand of all Registered Users is greater than the capacity offered at the end of the first Bidding Round or a subsequent Bidding Round, a further Bidding Round shall be opened with a price equal to the price in the previous Bidding Round, plus the large price step.
- 13) If the aggregated demand of all Registered Users is equal to the capacity offered at the end of the second Bidding Round or a subsequent Bidding Round, the auction shall close.
- 14) If a First Time Undersell occurs, a price reduction shall take place and a further Bidding Round shall be opened. The further Bidding Round will have a price equal to the price applicable in the Bidding Round preceding the First Time Undersell, plus the small price step. Further Bidding Rounds with increments of the Small Price Step shall then be opened until the aggregate demand across all Registered Users is less than or equal to the capacity offered, at which point the auction shall close.
- 15) The volume bid per Registered User in the first Bidding Round where small price steps are applied shall be equal to or less than the volume bid placed by this Registered User in the Bidding Round which preceded the First-Time Undersell. The volume bid per Registered User in all Bidding Rounds where Small Price Steps are applied shall be equal to or greater than the volume bid placed by this Registered User during the Bidding Round in which the First-Time Undersell occurred.
- 16) If the aggregated demand of all Registered Users is greater than the capacity offered in the Bidding Round with a price equal to that which led to the First Time Undersell, minus one small price step, the auction shall close. The clearing price shall be the price that led to the First Time Undersell and the successful bids shall be those submitted during the original Bidding Round in which the First Time Undersell was shown.
- 17) After each Bidding Round, the demand of all Registered Users in a specific auction shall be published as soon as reasonably possible in an aggregated form.
- 18) The price announced for the last Bidding Round in which the auction closes shall be considered as the clearing price of the specific auction unless point 16 applies.

19) All Registered Users who have placed valid volume bids at the clearing price are allocated the capacity according to their volume bids at the clearing price. Registered Users who managed to purchase capacities by auction shall pay the clearing price of the auction of the Bundled Product, which may be a fixed or a variable price and any other possible charges applicable at the time when the capacity allocated to them can be used.

20) Following the closed auction of the Bundled Product, the final auction result including the aggregation of allocated capacities and the clearing price shall be published by PRISMA primary. Registered Users, whose volume bids have been accepted, shall be informed in writing about the amount of capacities they will be allocated, while individual information will be communicated only to the parties involved.

Individual Registered Users will not receive information about other Registered Users.

○
Auction 625506 Auction Ended

! The auction was ended successfully after bidding window no. 4.

Auction Information

Start of Auction	Aug 14, 2012 8:00 AM
Marketable Capacity	100,291 kWh/h
Marketed Capacity	100,291 kWh/h
Surcharge to Starting Price	7.5 ct/kWh/h/Runtime
Regulated Capacity Tariff	0.739772 €/kWh/h/Runtime

Product Details

Network point	NORDLOHNE
Market Area	GASPOOL
Transmission System Operator (TSO)	Gasunie Deutschland Transport Service
Product Runtime	01.10.2012 06:00 - 01.01.2013 06:00
Type	Natural Gas
Direction	Exit
Type of Gas	L-gas
Capacity Category	FZK
Marketable Capacity	100,291 kWh/h
Surcharge to Starting Price	7.5 ct/kWh/h/Runtime
Regulated Capacity Tariff	0.739772 €/kWh/h/Runtime

X. ORGANIZATIONAL INFORMATION - CONTACT

All questions as well as the correspondence forwarded in the electronic form concerning the Pilot Project and the auctions of the Bundled Product should be addressed at the following e-mail addresses:

For GAZ-SYSTEM: pr@gaz-system.pl

For ONTRAS: capacity@ontras.com

The Polish and German language shall prevail for any correspondence. GAZ-SYSTEM and ONTRAS also admit correspondence in the English language.