



## **GREEN CERTIFICATES MARKET PARTICIPANT'S GUIDE**

(updated as of 1 November 2008)

### **1. How do I join the GME's Green Certificates Market?**

*Participants in the Green Certificates Market are domestic or foreign producers, electricity importers, consumers and users' groups, environmental associations, companies' and workers' unions (Art. 100 of the Integrated Text of the Electricity Market Rules).*

*If you belong to one of the above-mentioned categories, if you meet the competency and integrity requirements specified in the Integrated Text of the Electricity Market Rules (art. 11) and if you wish to participate in the GME's Green Certificates Market, you may fill in and submit a Market Participation Application and a Market Participation Agreement, accompanied by the required documents (see point 2 below).*

*Competency requirements mean that you should be proficient in the use of ICT systems and related security systems, or that you should have ICT-proficient employees or assistants (art. 11, para. 11.1).*

*Integrity requirements mean that should have never been convicted of agiotage, violation of the privacy of IT or ICT communications or computer fraud (art. 11, para. 11.2).*

### **2. How do I obtain the Market Participation Application and the Market Participation Agreement?**

*You may download them (in Word format) from GME's website (in the Green Certificates Section/How to Participate/Forms section). Fill in the blanks concerning the Market Participant/applicant. Then, sign the forms, if you are applying as a natural person, or have them signed by the legal representative of your company or by a duly authorised person, if you are applying as a legal person.*

*In addition to completing the fields concerning the Market Participants' data in both forms, do not forget the following points:*

- *in the Market Participation Application, specify*
  - *for which market (Electricity Market or Green Certificates Market) you are applying, by checking the appropriate box or both boxes;*
  - *first name, family name and address (telephone number and e-mail address) of the contact person for notifications, if any;*
  - *first name, family name, date and place of birth, address, telephone number and e-mail address of the person/s that you wish to authorise to access GME's information system on your behalf;*
  - *(where applicable) the identification code that GME has assigned to you (ownership account code);*
- *as regards the Market Participation Agreement,*
  - *complete and sign two originals of the Agreement;*
  - *put your initials on each page of both originals;*
  - *specifically approve the clauses of the Agreement which refer to articles 1341 and 1342 of the Italian Civil Code, by putting a second signature after such clauses.*

*Remember that you should complete paras. 9.6 and 9.7 of the Market Participation Agreement (with your addresses).*

*Submit the Market Participation Application and the Market Participation Agreement, duly completed and signed, together with the required documents (see point 3 below), to GME's headquarters, Rome, Largo Giuseppe Tartini, 3/4, 00198.*

### **3. Which documents should I enclose?**

*If the Application and the Agreement are signed by yourself (you are applying as a natural person):*

- *and you are an Italian, EU or non-EU citizen residing in Italy: enclose a self-certification (form available on GME's website, in the Green Certificates/How to Participate/Forms section), specifying that you qualify under the **integrity** requirements, i.e. that:*

- *in Italy, you have never been sentenced (with a final judgement or with a judgment inflicting the penalty at the request of the parties, except in cases of extinction of the offence and notwithstanding the effects of rehabilitation/reinstatement of offenders) to imprisonment for agiotage or violations of the privacy of IT or ICT communications or computer fraud;*
- *abroad, you have never been subject to measures which would imply the loss of the above qualifications in the Italian legal system;*

*or*

- *and you are a non-EU citizen not residing in Italy: ask the competent authority of your country to issue a document certifying that you meet the integrity requirements; based on this document, GME will make a substantial equivalence evaluation. If such document is issued in a foreign language, you should obtain a certified translation into Italian.*

*If the Application and the Agreement are signed by you, as legal representative or duly authorised person of a **legal person**:*

- *and you are an Italian, EU or non-EU citizen residing in Italy: enclose a self-certification (form available on GME's website, in the Green Certificates/How to Participate/Forms section), specifying that you qualify under the **integrity** requirements, i.e. that:*

- *in Italy, you have never been sentenced (with a final judgement or with a judgment inflicting the penalty at the request of the parties, except in cases of extinction of the offence and notwithstanding the effects of rehabilitation/reinstatement of offenders) to imprisonment for agiotage or violations of the privacy of IT or ICT communications or computer fraud;*
- *abroad, you have never been subject to measures which would imply the loss of the above qualifications in the Italian legal system;*

*or*

- *you are a non-EU citizen not residing in Italy: ask the competent authority of your country to issue a document certifying that you meet the integrity requirements; based on this document, GME will make a substantial equivalence evaluation. If such document is issued in a foreign language, you should obtain a certified translation into Italian;*
- *If you are an Italian, EU or non-EU citizen residing in Italy: enclose a self-certification stating that you are duly authorised to **represent the legal person**:*

or

- *if you are a non-EU citizen not residing in Italy: ask the competent authority of your country to issue a document certifying your powers of representation; based on this document, GME will make a substantial equivalence evaluation. If such document is issued in a foreign language, you should obtain a certified translation into Italian.*

*If GME already holds the above documents, you should not re-submit them, but only specify such fact and the date of your previous submission.*

#### **4. When do I become a Market Participant?**

*Within 15 days from the receipt of your Application, after checking your documents and qualifications, GME will notify you of the acceptance or rejection of your Application, by fax, followed by a registered letter with return receipt.*

*The time limit of 15 days may be postponed until you meet the additional requirements that GME may specify as necessary for the processing of your application or for completing the documents that you have submitted.*

*Upon admission, you become a Market Participant. As such, you will be entered into the Register of Green Certificates Market Participants posted on GME's website.*

#### **5. What should I not forget?**

*As a Market Participant, you should notify GME of any event which may involve the loss or change of your market participation qualifications or which may result into a change of your data in the Register of Market Participants. Such notification should be given to GME within 3 working days, at the latest, from the occurrence of such event.*

#### **6. When do the trading sessions take place?**

*The trading sessions take place according to the technical-operational procedures for participation in the Green Certificates Market (described in Technical Rule no. 01 MCV) on the days and in the hours posted in the Green Certificates/How to Operate section of GME's website. .*

#### **7. When should I make the initial interest-bearing deposit?**

*Before submitting your purchase offers, you should make a deposit ("deposito iniziale fruttifero") by transferring the amount to GME's account no. 000007240X66, ABI 05696, CAB 03211, IBAN IT61P0569603211000007240x66 with Banca Popolare di Sondrio (bank*

*in charge of GME's treasury services) within 12:00 of the working day preceding the opening of the trading session.*

*Before making the bank transfer, notify GME of the amount of your initial deposit by using the "Finance Management" option upon logging in to the Green Certificates Market. To give evidence of and facilitate the checking the bank transfer, you should fax to GME (fax no. +39-06-8012 4102) a copy of the receipt of your bank transfer.*

#### **8. How many Green Certificates am I allowed to purchase?**

*You may purchase Green Certificates until your available deposit is sufficient to cover the entire value (including VAT) of your purchase. The available deposit is calculated in real time. It is equal to the initial deposit (as possibly integrated during the market session), increased by the value of sales made during the session, increased by VAT and decreased by the value of purchases made during the session, increased by VAT and by the value (increased by VAT) of purchase orders that have been entered into the order book and have not yet been matched. .*

#### **9. What about invoicing periods?**

*Invoices for each session will be issued on the second working day after the close of the reference session.*

#### **10. When do I receive the payments for the Green Certificates sold?**

*Payments for transactions made during a given session will be made on the third working day following the one of the session, with value date on the same day, after exchange of the related invoices.*

#### **11. What is the interest receivable on the initial interest-bearing deposits in the Green Certificates Market?**

*The interest rate on the initial deposits made in the Green Certificates Market is equal to the one applied to GME by the bank in charge of treasury services.*

**12. When do I receive the payment of the interest receivable accrued on the initial-interest bearing deposits in the Green Certificates Market?**

*The interest receivable is paid on a quarterly basis, within 10 working days from receipt of the statements of accounts from the bank in charge of GME's treasury services.*

**For further information or clarifications, feel free to contact us at [certificativerdi@mercatoelettrico.org](mailto:certificativerdi@mercatoelettrico.org).**