



# **USER MANUAL**

# **PPA BULLETIN BOARD**

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## 1. Purpose

This manual describes the features provided by the Bulletin Board portal (PPA), which allows the operators both to place their own sales or purchase announcements for PPA contracts, and to express interest in announcements published by other operators, in order to proceed, outside the PPA, to sign a Contract, and to fulfil the obligation to register the PPA contracts stipulated. The manual is intended for operators and associated users of USER or VIEWER type, who will find described all the accessible pages of the portal, as well as descriptions of all the expected functions.

## 2. Access

Following the assignment of the PPA BULLETIN BOARD operator status, the GME will send to each user mentioned in the admission application the necessary credentials (user id and password for first access) to access the computer system.

The sending is made by e-mail to the user address mentioned in the admission application to the platform. Enter the correct credentials, after clicking on the access button, the computer system sends the user, via text message to the mobile number related to the user in the admission application, or, in case, as subsequently modified, a temporary OTP access code (One Time Password). After entering this code and by clicking on the SEND button, access to the computer system of the PPA Bulletin Board will be allowed.

### Accesso al sistema

Prima dell'accesso, inserisci le tue credenziali.

[Reset Password](#)

[Recupera Login](#)

The image shows a user interface for system access. It consists of two main sections, each enclosed in a light green rounded rectangle. The top section contains a 'Login' input field with a person icon, a 'Password' input field with a key icon, and a green 'Accedi' button below them. The bottom section contains a 'Codice OTP' input field with a person icon and a green 'Invia' button below it.

After the first access, the user, to continue, will be required, at first, through the specific function on the platform, to change the first access password sent by GME.

The user passwords required for access have a duration of 6 months. They must comply with the following criteria:

- they must not include the user's account name;
- they must be at least eight characters long;

- they must contain characters from the following categories: uppercase letters of the Latin alphabet (from A to Z), lowercase letters of the Latin alphabet (from a to z), base 10 numbers (0 to 9), special characters;
- when changed, they must be different from the last 5 passwords previously used.

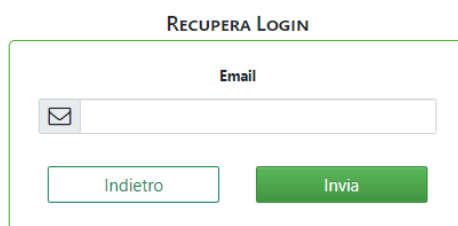
The access credentials (user id and password) must be stored, saved and kept confidential by the user.

If the user will be disabled also its credentials will be disabled (login and password).

The computer system of the PPA Bulletin Board provides for the recovery of the user's credentials (login and/or password). The credentials can be recovered through specific functions made available on the platform.

### RETRIEVE LOGIN

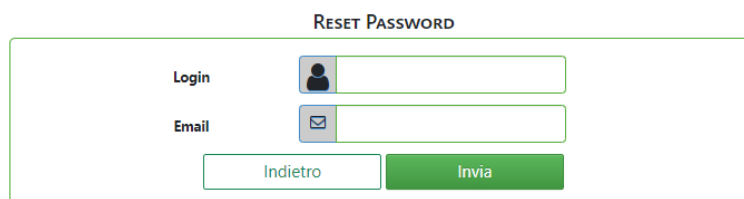
The user can retrieve the login required to access the platform by clicking, on the Login page, on the [Retrieve Login](#) link that redirects to the webform in the following figure, by entering the e-mail address of the user indicated in the admission application to the platform.



The platform will ask the users to select the operator for which they want to recover the login.

### RESET PASSWORD

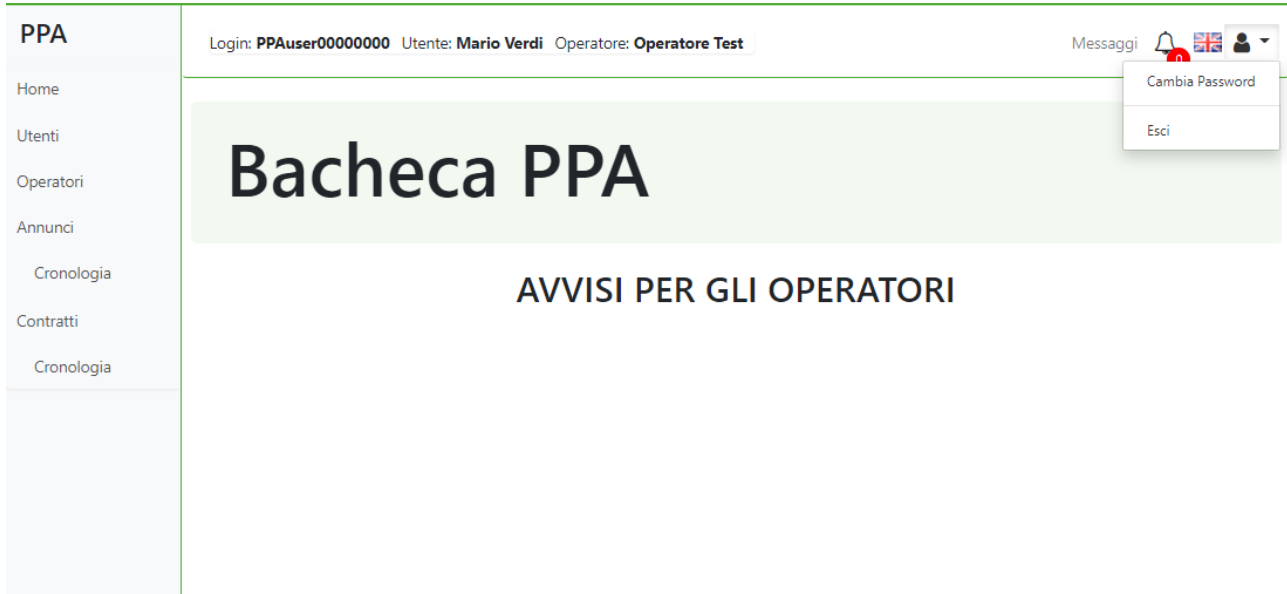
The user can request the reset of the access password by clicking, on the Access page, on the [Reset Password](#) link which redirects to the webform in the following figure:



After inserting the user login and email in the application form, an email will be sent with a link to set the new password to access the platform.

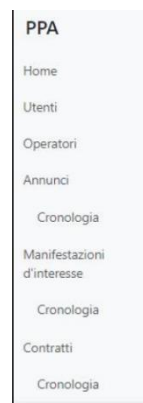
### 3. Home page

Below, there is the Home screen displayed upon login. In the upper part, the user and operator data (such as login/user name, name and surname and company name) are entered on the left and, on the right, the notification icon, the location, the link to the list of actions to change user made on portal and the Info menu for password change and disconnection. In the central part, there are warning messages for users entered by the GME administrator.





On the left side, there is the menu with the sections provided in the PPA portal.



- Home
- Users
- Operators
- Notices Section
  - History
- Expressions of interest
  - Expressions of interest history
- Contracts registration Section
  - History



## 4. Operators


The operators section displays a grid with operator data associated with the connected user; by clicking on the  it is possible to download the data associated with your operator in Excel. The  button updates the grid.

**Operatori**


 

Id	RagioneSociale	CodiceFiscale	PartitaIVA	Stato	IndirizzoEmail	Telefono
3307	Operatore Test	IT12345678901	IT12345678901	AMM	user1@test.uk	061234

## 5. Users

The user section displays a grid with the list of logins associated with the operator to which the user is connected. This grid can be exported to Excel by clicking  on the button.

**Utenti**



Operatore:




Ruolo:

Login	Ruolo
PPAuser00000001	User
PPAuser00000002	User

## 6. Announcements

The Announcement section displays the active announcements (valid and not expired) available on platform. It allows to insert/modify the announcements, manage any expressions of interest received on their own announcements, express interest in announcements of other operators, manage the expressions of interest.

Annunci

   I miei Annunci  Le mie Manifestazioni

Id	Quantità	Potenza	Prezzo	Data Pubblicazione	Inizio Contratto	Fine Contratto	Profilo	Data Scadenza	Tipo		
131	4.000.00	50.00		22/03/2022 19:25	22/03/2022	22/06/2027	Pay as produced	23/03/2022	Vendita	Manifesta Interesse	
128	5.000.00	666.00		14/03/2022 11:23	14/03/2022	20/03/2027	Base Load	26/03/2022	Vendita	Modifica	Interessi ricevuti
107	500.00	10.00	10.00	07/03/2022 21:34	06/01/2023	21/01/2028	Base Load	31/10/2022	Vendita	Manifesta Interesse	
104	5.00	56.00	45.76	23/02/2022 11:09	24/02/2022	24/02/2027	Altro	20/12/2023	Acquisto	Modifica	Interessi ricevuti
106	1.500.00	10.00	101.76	19/10/2017 12:16	10/01/2022	10/01/2027	Peak Load	26/10/2022	Vendita	Dettagli	Confermata

Total Items: 5


The grid allows you to work by filters on the columns displayed.



By setting the "My Announcements" flag, only your announcements will be displayed, shown in lines with a light green background, on which it is possible to check for any expressions of interest received.

By setting "My Expressions of Interest" flag, only the announcements on which interest has been expressed are displayed, shown in lines with a grey background.


The lines shown with a dark green background refer to announcements from operators other than your own, on which it is possible to express interest.

In this section you can:

- Place your announcement (  )
- Edit your announcement ([Modifica](#))
- Expressing interest in an announcement of other operators (  )
- See the details of the expressions of interest carried out (  )
- View the expressions of interest received ([Interessi ricevuti](#))

It is possible to export the data displayed on an Excel sheet by clicking on the  button, while the  button updates the Announcement grid.

## 6.1. Inserting and Editing Announcements

The button  allows to insert a new announcement. By clicking on it, a window will be opened that allows you to enter all the data<sup>1</sup> valid for creating an announcement.

### Annuncio

<b>Tipo</b>	<input type="text" value="Vendita"/>		*
<b>Data Inizio del Contratto</b>	<input type="text" value="Acquisto"/>		
<b>Durata del contratto</b>	5 anni	<b>Data Scadenza dell'Annuncio</b>	<input type="text" value="15/03/2022"/> *
<b>Potenza (MW)</b>	<input type="text"/>	<b>Quantità (MWh)</b>	<input type="text"/> *
			Quantità richiesta
<b>Profilo</b>	<input type="text"/>		*
<b>Prezzo (€/MWh)</b>	<input type="text"/>	<b>Comprensivo GO</b>	<input type="checkbox"/>
<b>Tipologia</b>	<input type="text"/>		
<b>Altro</b>	<input type="text"/>		
<b>Altre informazioni</b>	<input type="text"/>		

Campi obbligatori\* Salva Annulla

An announcement can be a sale or purchase announcement. As detailed in the TIP, there are common fields and specific fields for each type of announcement. The Type field allows you to distinguish between the two aforementioned types. The fields common to the two types, shown in the previous figure, are:

- Contract Start Date
- Contract End Date
- Expiry Date of the Announcement
- Total Power associated with the announcement: expressed in MW, number with a maximum of 2 decimals
- Quantity: expressed in MWh, number with a maximum of 2 decimals
- Profile: selection between *Base Load*, *Peak Load*, *Pay as Produced* and *Other*
  - By selecting *Pay as Produced*, it is possible to upload a file, in excel, xml or pdf format, containing the description of the production profile, as well as a textual description;

<b>Profilo</b>	<input type="text" value="Pay as produced"/>	*
<b>Upload file</b>	<input type="button" value="Scegli file"/> Nessun file selezionato	
<b>Descrizione</b>	<input type="text"/>	

<sup>1</sup> Fields marked with \* are compulsory



- By selecting *Other* you can enter a name for the profile, upload a file, in excel, xml or pdf format, with the description of the production profile, as well as a text description;
- Price: expressed in €/MWh, number with a maximum of 2 decimals
- Including GO: flag selection
- Type (of Price): select Constant or Variable; for the Variable type it is also possible to fill in the "Variability Specification" field

<b>Tipologia</b>	Variabile	
<b>Profilo</b>	Altro	Inserire Nome *
<b>Specifica:</b>		
<b>Variabilit:</b>	Scegli file	Nessun file selezionato
<b>Descrizione</b>		

- Other: more information on the Price
- Other Information

Finally, the Duration field, calculated as the difference between the Contract End Date and the Contract Start Date, must not be less than 5 years.

### 6.1.1. Sale Announcements

Sale announcements have some checks on the previous common fields<sup>2</sup>, such as:

- Total Power associated with the announcement: mandatory field not less than 1 MW
- Structures: the insertion of at least one Structure is required

#### Annuncio

Tipo	Vendita		
Data Inizio del Contratto	14/03/2022	Data Fine del Contratto	14/03/2027
Durata del contratto	5 anni	Data Scadenza dell'Annuncio	15/03/2022
Potenza (MW)	1	Quantità (MWh)	
Profilo			
Prezzo (€/MWh)		Comprensivo GO	<input type="checkbox"/>
Tipologia			
Altro			
Altre informazioni			

Elenco impianti associati + Aggiungi Impianto

Campi obbligatori\* Salva Annulla

### 6.1.2. Insertion and modification of structures

By clicking on the + Aggiungi Impianto button, a new window is opened, in which you can fill in the fields<sup>3</sup> for the insertion of a new system.

The fillable fields are the following:

- Structure name
- Source\*
- Power Structure
- Geographical location: once filled out, you must select the country Italy and choose region and province
- In operation: by selecting the flag, it is not required to fill in the following fields:
  - Expected date of entry into operation\*
  - EIA (Environmental Impact Assessment) Opinion
  - Single authorization
- Other Information


#### Impianto


Nome Impianto			
Fonte			
Potenza (MW)			
Ubicazione geografica	Nazione		
In Esercizio	<input type="checkbox"/>		
Data presentata di entrata in esercizio	gg/mm/aaaa		
Parere VIA	<input type="checkbox"/>	Autorizzazione unica	<input type="checkbox"/>
Altre informazioni			

Campi obbligatori\* Salva Annulla

<sup>2</sup> Fields marked with \* are compulsory

<sup>3</sup> Fields marked with \* are compulsory

It is also possible to modify a previously inserted system by selecting the line related to the system to be modified in the announcement window and clicking on the button 

Elenco impianti associati									+ Aggiungi Impianto 	
✓	Id	Fonte	Potenza	Zona	In Esercizio	Entrata presunta in esercizio	Parere VIA	Autorizzazione Unica		
✓	1	Eolico			<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		

The changes will be accepted by the system following confirmation by the user of the announcement modification.

The platform reports the case in which the sum of the powers referring to the systems inserted is lower than the total power indicated in the announcement.

### 6.1.3. Purchase Announcements

In case of Purchase Announcements, as detailed in the TIP, it is possible to fill in additional fields<sup>4</sup> such as:

- Operator Type: select between *End Client*, *Trader*, *Utility*
- PPA already signed
- Customer portfolio

For purchase announcements, the inclusion of the structure is not provided; there is a restriction on the Power which, if specified, must not be less than 1 MW.

**Annuncio**

<b>Tipo</b>	Acquisto <input type="text"/>			*
<b>Data Inizio del Contratto</b>	14/03/2022 <input type="text"/>	<b>Data Fine del Contratto</b>	14/03/2027 <input type="text"/>	*
<b>Durata del contratto</b>	5 anni		<b>Data Scadenza dell'Annuncio</b>	15/03/2022 <input type="text"/> *
<b>Potenza (MW)</b>	<input type="text"/>	<b>Quantità (MWh)</b>	<input type="text"/>	*
<b>Profilo</b>	<input type="text"/>			*
<b>Prezzo (€/MWh)</b>	<input type="text"/>	<b>Comprensivo GO</b>	<input type="checkbox"/>	
<b>Tipologia</b>	<input type="text"/>			
<b>Altro</b>	<input type="text"/>			
<b>Tipo Operatore</b>	<input type="text"/>			
<b>PPA già stipulati</b>	<input type="text"/>			
<b>Portafoglio clienti</b>	<input type="text"/>			
<b>Altre informazioni</b>	<input type="text"/>			

Campi obbligatori\*

<sup>4</sup> Fields marked with \* are compulsory

## 6.2. Expressions of interest

### EXPRESS INTEREST

The Express Interest function allows you to express interest in other announcements. This is possible from the list of active announcements, by clicking on the Express Interest link that displays a window with the data of the announcement entered by the proposing operator. By clicking on the button **Manifesta Interesse** after viewing the announcement data, the user can provide the expression of interest in the announcement.

Only in case of expression of interest in a sale announcement, the user can enter the following data:

- Operator Type: select between *End Client*, *Trader*, *Utility*
- PPA already signed
- Customer portfolio

The screenshot shows a web form titled "Manifestazione - Annuncio 10" with a modal dialog box overlaid. The dialog box has a green header with a gear icon and the word "Alert", and contains the text "Confermare?" with a blue highlight. Below the text are "Confirm" and "Close" buttons. The background form is dimmed and contains the following fields:

Tipo	Acquisto		
Data Inizio del Contratto	24/02/20		
Durata del contratto	5 anni	Scadenza dell'Annuncio	20/12/2023
Potenza (MW)	56	Quantità (MWh)	5
Profilo	Altro	IdroEolico	
File			
Descrizione	Idraulico e Eolico		
Prezzo (€/MWh)	45,76	Comprensivo GO	<input type="checkbox"/>
Tipologia	true		
Specificazione Variabilità			
Ruolo Operativo	▼		
PPA già stipulati			
Portafoglio clienti			

At the bottom right of the form, there are two buttons: "Manifesta Interesse" (highlighted in green) and "Annulla".

By confirming the expression of interest, the status is changed in *Pending*. The platform sends an email to user of the operator proposing the announcement containing the identification of the announcement, as well as the company name of the organization that expressed the interest.

## CHANGE OF EXPRESSION OF INTEREST

Following an expression of interest, before confirmation by the proposing operator (confirmation or rejection), you can make changes to the interest expressed by clicking on the [Details](#) link, available in the announcements list.

### Manifestazione 1- Annuncio 1

<b>Tipo</b>	Acquisto		
<b>Data Ora Richiesta</b>	28/02/2022 18:57	<b>Stato</b>	Richiesta pending
<b>Data Inizio del Contratto</b>	10/03/2022	<b>Data Fine del Contratto</b>	10/03/2027
<b>Durata del contratto</b>	5 anni	<b>Scadenza dell'Annuncio</b>	19/10/2025
<b>Potenza (MW)</b>		<b>Quantità (MWh)</b>	90000
<b>Profilo</b>	Base Load		
<b>Prezzo (€/MWh)</b>	0	<b>Comprensivo GO</b>	<input type="checkbox"/>
<b>Tipologia</b>			
<b>Tipo Operatore</b>	Cliente finale <span>▼</span>		
<b>PPA già stipulati</b>			
<b>Portafoglio clienti</b>			

Modifica Interesse Ritira Interesse Annulla

This action involves sending an email by the platform to the proposing operator to specify that an expression of interest initially received on their announcement has subsequently been modified.

## WITHDRAWAL OF THE EXPRESSION OF INTEREST

Following an expression of interest, before confirmation by the proposing operator (confirmation or rejection), it is possible to withdraw the interest expressed by clicking on the [Details](#) link, available in the announcements list. To this end, a window opens with the details of the announcements and the expression of interest made.

Through the button "Withdraw Interest" it is possible to withdraw the expression of interest submitted. Its status will change in "Withdrawn" and will no longer be considered valid.

Manifestazione 1-Annuncio 1			
Tipo	Acquisto		
Data Ora Richiesta	28/02/2022 18:57	Stato	Richiesta pending
Data Inizio del Contratto	10/03/2022	Data Fine del Contratto	10/03/2027
Durata del contratto	5 anni	Scadenza dell'Annuncio	19/10/2025
Potenza (MW)		Quantità (MWh)	90000
Profilo	Base Load		
Prezzo (€/MWh)	0	Comprensivo GO	<input type="checkbox"/>
Tipologia			
Tipo Operatore	Cliente finale		
PPA già stipulati			
Portafoglio clienti			

[Ritira Interesse](#) [Annulla](#)

This action involves sending an email by the platform to the proposing operator to specify that an expression of interest initially received on their announcement has subsequently been withdrawn.

## EXPRESSIONS OF INTEREST RECEIVED

The possible conditions for the Expressions of Interest are as follows:

- *Pending request*
- *Withdrawn*
- *Confirmed*
- *Refused*

The first two statuses come from actions made by those that express interest; the second two statuses from the actions of the proponent of the announcement itself.

The proposing operator, through the list of active announcements, for each own announcement can confirm or reject the expressions of Interest received by clicking on the Interests received link which redirects to a web form with the announcements data and the list of expressions of interest received, each one connected with a specific operator, as in the picture below

**ANNUNCIO 1- Manifestazioni associate**

Tipo	Acquisto	Data Scadenza dell'Annuncio	24/02/2022
Data Inizio del Contratto	24/02/2022	Data Fine del Contratto	24/02/2027
Profilo	Biorario	File	
Descrizione Profilo	F1 6-24 F2 24-6		
Potenza (MW)		Quantità (MWh)	5
Prezzo (€/MWh)	45,76	Comprensivo GO	<input type="checkbox"/>
Tipologia	true	Specificazione Variabilità	

	Id	Data richiesta	Data validazione	Stato	Contraente	Nome	Cognome	Email	Cellulare
<a href="#">Dettagli</a>	15	23/02/2022 15:52:10	23/02/2022 23:48:28	Confermata	Verde	Franco	Verdi	info@verdeoperatore.it	31111222
<a href="#">Dettagli</a>	34	14/03/2022 21:18:56		Richiesta pending	Rosso	Mario	Rossi	info@rossooperatore.it	32222333

Total Items: 2


By clicking on the Details link in the first column, a form opens, with the announcement data and the expression of interest received, where you can see the following data of the organization showing interest:

- Company Name
- Associated user data
  - Name and Surname
  - Email
  - Cell phone

As well as confirm or reject the expression of interest.

In case of rejection of the expression of interest, the platform will send an email to the interested operator who has expressed interest providing information about it, by entering the identification of the announcement and expression of interest; in case of acceptance of the expression of interest, the email sent to the interested operator, in addition to the aforementioned identification data, will also include the company name of the operator proposing the announcement.

The following picture shows the function available on the platform.

Manifestazione 1- Annuncio 1			
<b>Tipo</b>	Acquisto		
<b>Data Ora Richiesta</b>	14/03/2022 21:18	<b>Stato</b>	Richiesta pending
<b>Manifestante Interesse</b>	Rossi		
<b>Utente</b>	Mario Rossi		
<b>Email</b>	info@rossooperatore.it	<b>Cellulare</b>	3518284178
<b>Data Inizio del Contratto</b>	24/02/2022	<b>Data Fine del Contratto</b>	24/02/2027
<b>Durata del contratto</b>	5 anni	<b>Scadenza dell'Annuncio</b>	20/12/2023
<b>Potenza (MW)</b>		<b>Quantità (MWh)</b>	5
<b>Profilo</b>	Altro	Biorario	
<b>File</b>			
<b>Descrizione</b>	F1 6-24 F2 24-6		
<b>Prezzo (€/MWh)</b>	45,76	<b>Comprensivo GO</b>	<input type="checkbox"/>
<b>Tipologia</b>	Variabile		
<input type="button" value="Accetta Interesse"/> <input type="button" value="Rifiuta Interesse"/> <input type="button" value="Annulla"/>			



## DETAIL OF EXPRESSION OF INTEREST



If the expression of interest is accepted, the operator that expressed interest can see the change in status, as well as the data required to contact the proposing operator always by clicking on the [Details](#) link of the active announcements, as in the picture below.



Manifestazione 1- Annuncio 1			
Tipo	Acquisto		
Data Ora Richiesta	24/02/2022 10:27	Stato	Confermata
Proponente	Rosso		
Utente	Mario Bianchi		
Email	m.bianchi@rossooperatore.it	Cellulare	0000000
Data Inizio del Contratto	10/01/2022	Data Fine del Contratto	10/01/2027
Durata del contratto	5 anni	Scadenza dell'Annuncio	26/10/2022
Potenza (MW)	1500	Quantità (MWh)	1500
Profilo	Peak Load		
Prezzo (€/MWh)	101,76	Comprensivo GO	<input type="checkbox"/>
Tipologia			
Tipo Operatore	Trader		
PPA già stipulati	aaaaaaaa		
Portafoglio clienti	bbbbbbbb		
<input type="button" value="Annulla"/>			

In case of rejection, the data (highlighted in green) to contact the proposing operator will never be made visible.

## 6.3. Announcement History



The Announcement History section displays the history of all announcements entered/modified/withdrawn/expired by an operator. By clicking on the Details link in the last column, you can see all the details of the announcement, the systems and all the expressions of interest connected to it.

Log Annunci										
 										
Id	Id Annuncio	Quantità	Ultimo aggiorname.	Inizio del Contratto	Fine del Contratto	Stato	Profilo	Data Scadenza	Tipo	
209	124	500	07/03/2022 15:34	07/03/2022	07/01/2030	Ritirato	Base Load	08/03/2022	Vendita	<a href="#">Dettagli</a>
208	125	600	07/03/2022 15:33	07/03/2022	10/03/2027	Modificato	Base Load	08/03/2022	Acquisto	<a href="#">Dettagli</a>
207	125	600	07/03/2022 15:23	07/03/2022	10/03/2027	Nuovo	Base Load	08/03/2022	Acquisto	<a href="#">Dettagli</a>
206	124	500	07/03/2022 15:21	07/03/2022	07/01/2030	Nuovo	Base Load	08/03/2022	Vendita	<a href="#">Dettagli</a>
205	123	10000000	01/03/2022 16:35	01/03/2022	01/03/2027	Nuovo	Base Load	02/03/2022	Vendita	<a href="#">Dettagli</a>
204	122	100000	01/03/2022 16:33	01/03/2022	01/03/2027	Modificato	Peak Load	02/03/2022	Vendita	<a href="#">Dettagli</a>
203	122	100000	01/03/2022 16:20	01/03/2022	01/03/2027	Nuovo	Peak Load	02/03/2022	Vendita	<a href="#">Dettagli</a>
202	121	720000	01/03/2022 15:49	01/03/2022	01/03/2027	Modificato	Base Load	02/03/2022	Vendita	<a href="#">Dettagli</a>
201	121	720000	01/03/2022 15:48	01/03/2022	01/03/2027	Nuovo	Base Load	02/03/2022	Vendita	<a href="#">Dettagli</a>
200	120	50	24/02/2022 14:54	24/02/2023	24/02/2028	Nuovo	Altro	25/02/2022	Vendita	<a href="#">Dettagli</a>
Total Items: 18										

Through the button,  it is always possible to export the Announcement grid to an Excel sheet, as well as update the grid with the button 

## 7. Expressions of interest report



The Expressions of Interest section displays the expressions of interest, in the current state, of the selected firm.

Manifestazioni d'interesse									
 									
Operatore Operatore1									
Id	Stato	Data richiesta	Data validazione	Id Annuncio	Quantità	Profilo	Stato Annuncio	Tipo	Proponente
6	Rifiutata	30/03/2022 17:56.13	30/03/2022 19:06.46	2	5000.00	Base Load	Nuovo	Acquisto	Operatore2
8	Rifiutata	30/03/2022 17:58.54	30/03/2022 18:26.36	3	5000.00	Altro	CancellatoNuovo	Vendita	Operatore2
10002	Richiesta pending	31/03/2022 14:58.58		1	9000.00	Base Load	Modificato	Vendita	
20002	Richiesta pending	31/03/2022 14:58.58		1	9000.00	Base Load	Scaduto	Vendita	
Total Items: 4									

### 7.1. Expressions of interest History

The Expressions of Interest History section displays the history of the expressions of interest.



**Cronologia Manifestazioni d'interesse**

Operatore

Id	Stato	Data richiesta	Data validazione	Id Annuncio	Quantita	Profilo	Stato Annuncio	Tipo	Proponente
6	Richiesta pending	30/03/2022 17:56.13		1	5000.00	Base Load	Nuovo	Acquisto	
6	Richiesta pending	30/03/2022 17:58.54		1	5000.00	Altro	Nuovo	Acquisto	
6	Confermata	31/03/2022 14:58.58	31/03/2022 16:02.46	1	9000.00	Base Load	Nuovo	Acquisto	Operatore2



Total Items: 4



Through the button,  it is always possible to export the grid to an Excel sheet, as well as update the grid with the button 




## 8. Contracts

The contracts registered on the platform can be viewed in the contract registration section. As part of the contract registration section the seller operator can insert/modify/delete his own contracts. The grid also provides filters on the columns that can be viewed.

In this section you can:


- Insert a contract (button )
- Modify a contract by selecting the related row (button )


It is possible to export the visible data to an Excel sheet by clicking on the  button while the button  allows you to update the Contract grid.

Contratti										
  										
Operatore <span>Operatore Test</span>										
Id	Acquirente	Acquirente P.IVA	Acquirente C.F.	Profilo	Prezzo	Quantità	Potenza	Data Inizio	Data Fine	
21	Acquirente1	IT12345678901	IT12345678901	Pay as produced	50,00	5.000,00	1.000,00	15/03/2022	31/03/2030	

### 8.1. Inserting and Editing Contracts

The inclusion of contracts, as detailed in the TIP, is only allowed to operators that have made contracts as sellers.

The button  allows you to insert a new contract. By clicking on it, a window will be opened that allows you to enter all the data<sup>5</sup> valid for creating an contract.

Contratto	
<b>Acquirente</b>	<input type="text"/> *
<b>Acquirente P. IVA</b>	<input type="text"/> *
<b>Acquirente C.F.</b>	<input type="text"/> *
<b>Data Inizio Contratto</b>	<input type="text" value="15/03/2022"/> *
<b>Data Fine Contratto</b>	<input type="text" value="gg/mm/aaaa"/> *
Durata	<b>Durata minima del contratto 5 anni</b>
<b>Potenza (MW)</b>	<input type="text" value="1"/> *
<b>Quantità (MWh)</b>	<input type="text"/> *
<b>Profilo</b>	<input type="text"/> *
<b>Prezzo (€/MWh)</b>	<input type="text"/> *
<b>Comprendivo GO</b>	<input type="checkbox"/>
<b>Tipologia</b>	<input type="text" value="Costante"/> *
<b>Altro</b>	<input type="text"/>
<b>Altre informazioni</b>	<input type="text"/>
Elenco impianti associati <span style="float: right;"> Aggiungi Impianto</span>	
Campi obbligatori* <span style="float: right;"><input type="button" value="Salva"/> <input type="button" value="Chiudi"/></span>	

<sup>5</sup> Fields marked with \* are compulsory

The fillable fields<sup>6</sup>, shown in the picture above, are:

- Buyer\*: buyer's company name
- Buyer VAT number\*: Buyer's VAT number
- Buyer Fiscal Code\*: buyer's fiscal code
- Contract Start Date\*
- Contract End Date\*
- Total Power connected to the contract\*: expressed in MW, number with a maximum of 2 decimals
- Quantity\*: expressed in MWh, number with a maximum of 2 decimals
- Profile\*: selection between *Base Load*, *Peak Load*, *Pay as Produced* and *Other*
  - By selecting *Pay as Produced*, it is possible to upload a file, in excel, xml or pdf format, containing the description of the production profile, as well as a textual description.

The screenshot shows a form with three main sections. The first section, labeled 'Profilo', has a dropdown menu with 'Pay as produced' selected and a blue asterisk to its right. The second section, 'Upload file', contains a 'Scegli file' button and the text 'Nessun file selezionato'. The third section, 'Descrizione', is a large empty text area with a small icon in the bottom right corner.

- By selecting *Other* you can give a name for the profile, upload a file, in excel, xml or pdf format, with the description of the production profile, as well as a text description.

The screenshot shows a form with three main sections. The first section, labeled 'Profilo', has a dropdown menu with 'Altro' selected and a blue asterisk to its right. To the right of the dropdown is a red-bordered input field labeled 'Inserire Nome' with a red asterisk. The second section, 'Upload file', contains a 'Scegli file' button and the text 'Nessun file selezionato'. The third section, 'Descrizione', is a large empty text area with a small icon in the bottom right corner.

- Price\*: expressed in €/MWh, number with a maximum of 2 decimals
- Including GO: flag selection
- Type\*: Fixed or Variable; if the selected type is Variable, it is possible to fill in the "Variability Specification" field

The screenshot shows a form with two main sections. The first section, labeled 'Tipologia', has a dropdown menu with 'Variabile' selected. The second section, labeled 'Specificazione Variabilità', is a large empty text area with a small icon in the bottom right corner.


- Other: more information on the Price
- Other Information

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<sup>6</sup> Compulsory fields are marked with \*


The platform provides for the following checks on contracts:

- Power: the total power connected to the contract cannot be less than 1 MW. The platform reports the case in which the sum of the powers referring to the systems inserted is lower than the power indicated in the announcement
- Structures: it is necessary to insert at least one Structure
- Duration: field calculated as the difference between the Contract End Date and the Contract Start Date, must not be less than 5 years.

To modify a contract, simply select the row corresponding to the contract to be modified and click on the button  that appears after selecting the row.


In the same window there is also the "Delete" button, to delete the contract.



### 7.1.1. Insertion and modification of structures

As per announcement, by clicking on the  button, a new window is opened, in which you can fill in the fields for the insertion of a new system.

The fillable fields<sup>7</sup> are the following:

- Structure name
- Source\*
- Power
- Geographical location\*: you must select the country Italy and choose region and province
- In operation: by selecting the flag, it is not required to fill in the following fields:
  - Expected date of entry into operation\*
  - EIA Opinion
  - Single authorization
- Other Information

It is also possible to modify a previously inserted system by selecting the line related to the system to be modified in contract window and clicking on the button .


Elenco impianti associati										
✓	Id	Fonte	Potenza	Zona	In Esercizio	Entrata presunta in esercizio	Parere VIA	Autorizzazione Unica		
✓	1	Eolico			<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		

The changes will be accepted by the system following confirmation by the user of the announcement modification.


The platform reports the case in which the sum of the powers referring to the systems inserted is lower than the total power indicated in the announcement.

<sup>7</sup> Compulsory fields are marked with \*

## 8.2. Contract History



The Contract History section displays the history of all contracts entered/modified/deleted by an operator. To view the details of the contract, with the related structures, it is necessary to select the related row and click on the button  that appears with the selection.

Log Contratti



Operatore Operatore Test

LogId:..	Id	Acquirente	Acquirente P.IVA	Acquirente C.F.	Profilo	Acquirente .:	Prezzo	Quantità	Potenza	Data Inizio .:	Data Fine
3	21	Acquirente1	IT12345678901	IT12345678901	Pay as produ...	IT123456789...	50.00	5.000.00	1.000.00	15/03/2022	31/03/2030
4	21	Acquirente1	IT12345678901	IT12345678901	Pay as produ...	IT123456789...	50.00	5.000.00	1.000.00	15/03/2022	15/03/2032
5	21	Acquirente_1	IT12345678901	IT12345678901	Pay as produ...	IT123456789...	62.00	5.000.00	1.000.00	15/03/2022	16/03/2034

Through the button it  is possible to export the grid of contracts to an Excel sheet and, through the button  arrange for the grid to be updated.