HEP - OPERATOR PRIJENOSNOG SUSTAVA d.o.o.

TRANSMISSION CAPACITY AUCTION APPLICATION

MARKET PARTICIPANT USER MANUAL

January 2011

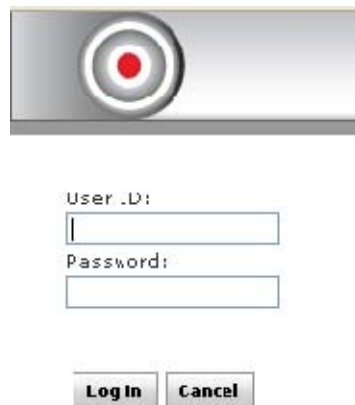**TABLE OF CONTENT**

1   Introduction

This document gives an overview of transmission capacity auction application functions. Document is written especially for market participants to speed up their learning process.

2   Application functions

2.1   Application access

Market participant can access transmission capacity auction application using Internet web address: https://portal.ops.hep.hr/aukcije. For optimal user experience using of following web browsers is encouraged: Mozilla Firefox, Microsoft Internet Explorer.
After initial web page is successfully loaded in user web browser users must enter their username and password (issued by Auction Office). Display language used in login pages depends on local operating system and web browser settings.

Image 1. Accessing application

If entered username, password value pair is invalid on the security domain following message is displayed:

Image 2. False user authentication data

2.2   Public access

For accessing application public pages following credentials must be used: username „public" and password „public1". Market participants can also access public pages by using their own user accounts.
Public pages list auctions and publish public auction results. Auction results are given without bid details (no bid owner, wanted price details etc.).

Image 3. Public pages

At first access to your user account it is necessary to change password initially assigned to you by auction office (for security reasons). Only after that auction office will give you full access rights to other part of system.

2.3 Application setup

Once successfully authenticated user gains access to all application functions he is entitled to use. Auction application main screen looks like:

Image 4. Main screen

At the moment application users can choose one of following language options: Croatian – hr, or English – en. Language option can be changed by accessing main menu ("target" at the upper left corner of web screen). After changing language options users must re-enter application for changes to take effect.
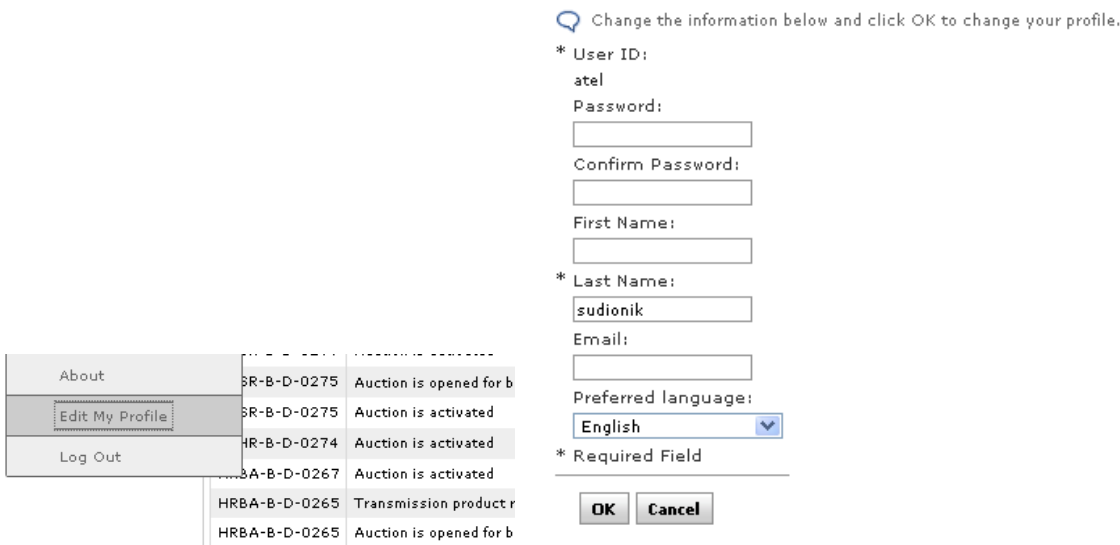

Image 5. Changing user settings

2.4   Alarm event list display

Important alarms are displayed on the application main screen. List of important alarms includes following events: new auction is activated, auction is open for placing bids, auction results were published, incoming transfer rights request, transfer confirmed by market participant, transfer confirmed by system operator. Every auction is marked with unique document id. Auction document id contains direction information. Besides auction document id alarm list displays amount of ATC for every auction, time period (I-intraday, D-day, M-month, Y-year) and product type (B-base load, N-off peak, P-peak, H-hourly).
Alarms are acknowledged by clicking the "Dismiss" link in the list. The alarm list is refreshed automatically.

Alarm description is an active link which leads user to the page associated with current alarm event. In case the alarm is based on auction process by clicking on the link user is presented with the rights assignment page, and placed bids are shown.

2.5   User rights

Application users can at any moment check (application first page) their login information, market participant information and application access rights.

Image 6. User rights

2.6   Auctions

 "Auction" web page displays auctions according to selected filter options. One can choose auction type (intraday, daily, monthly, yearly), auction direction (Croatia -> Serbia,..) or intersection date. If one chooses intersection date then application displays all auctions that satisfy: selected date is between auction create

date any auction product end date. By clicking auction list headers auctions can be sorted in ascending or descending way.

Image 7. Auction list

For auction product details application users can click on the link (product type name) in column „Auction type".

Image 8. Auction product definition time series

User can select auction by clicking the auction identifier link in first column. After selecting wanted auction application displays all user bids placed for that auction. Every auction is marked with color circle according to auction status. Possible status colors are:

- Black – auction is canceled
- Yellow – auction is activated (auction is announced)
- Green – auction is open for bidding
- Red – auction is closed

- Blue – auction results published
- Pink – auction product in use
- White – auction product expired

Image 9. Bid list

Previous picture (Image 9.) shows already closed auction (with results published). Bids marked with green rectangle represent accepted bids. Possible status colors are:

- Grey – new bid for open auction, waiting for approval
- Green – auction results published, bid accepted
- Red – auction results published, bid rejected

Users can place new bids or change already placed bids for open auctions. It is important to confirm that wanted auction is selected, by checking auction id displayed on bid list portlet, before placing a new bid. After clicking the "Create" button new screen displays. It is possible to set wanted amount, offered price and "All or nothing" type of offer (if auction allows). By clicking the "Save" button application accepts the bid.

Image 10. Placing a new bid

By clicking the "Change" buttons user can access pages for modifying already placed bids. For inserting non-integer price values decimal separator "." must be used.

2.7 Rights transfer

Web page "Transfer rights" provide means of working with products on secondary market. User can view list of all of his auction contracts. Again, there are means of filtering data (by auction type, direction and intersection date). Available functions are:

- Split by time
- Split by amount
- Transfer
- Merge products (by time or amount)

Market participant can define transfer products by using split functions. By iterating time or value splitting it is possible to define products (splitting by time and value).
In order to use this function user must select product for splitting. This can be accomplished by using link "Select product A" on the list of products. If product is successfully selected it is displayed in the table on top of the screen.
For time based splitting a date must be selected, and then button "Split" clicked. Two newly created records represent the same contract (and hence have the same value and auction time type).

For value type slitting an amount must be entered. Again, two new records are created.

In case of split error (accidently splitting the wrong way or transfer fails) user can merge two products. For merging two products must belong to same auction contract, and be compatible either on time or value basis (this is checked automatically by application).

For transferring transmission rights user (rights holder) must select market participant – transferee and click the "Transfer" button.

After rights holder begins the transaction, transferee party sees the product transfer in "Transfers to be confirmed" list. Transferee party can allow or deny product being transferred. If allowed transfer must also be approved by system operator. After TSO approval transferee party can see new contract in the list of contracts.
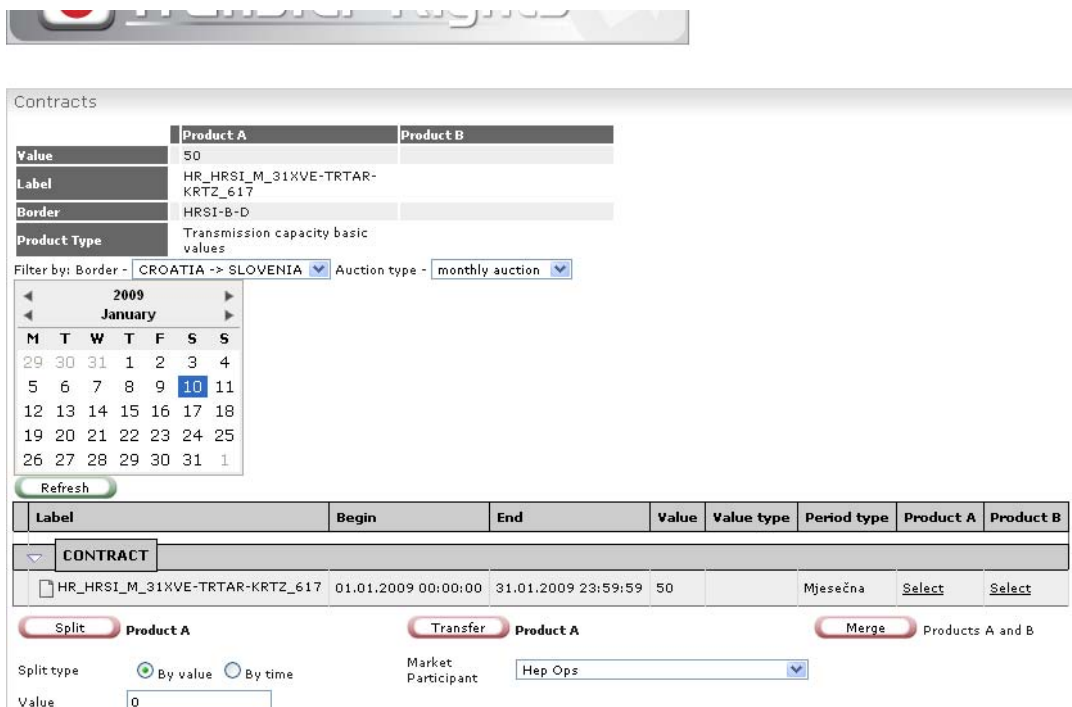

Image 11. Working with contracts

Contract list of right holder after starting transfer transaction

Image 12. Transfer started

Transferee list of incoming transfers:

Image 13. Transfer confirmation

Every step of this business process is accompanied by generated alarms, and contract status changes.

2.8   Balance energy

It is possible to dedicate already assigned capacity rights contract for balance energy exchange. Market participant (contract owner) starts business process by preparing contract items. You can select whole or just one part of contract (by using split function). After preparation it is necessary to select item for balance energy and click "Change" button. Auction office will confirm or deny requested changes.

▽ **BALANCE ENERGY**								
🛡 HR_HRBA_M_31X-ATEL-HR---- F_2231	14.11.2009 00:00:00	08.01.2010 23:59:59	100	Transmission capacity base load	Mjesečna		Odaberi	Odaberi
▽ **BALANSE WAITING**								
🛡 HR_HRBA_M_31X-ATEL-HR---- F_2231	03.12.2009 00:00:00	08.01.2010 23:59:59	100	Transmission capacity base load	Mjesečna		Odaberi	Odaberi

Image 14. Change contract type

2.9 Contract cancellation

Auction office can cancel already assigned capacity contracts (or parts of it) in case of financial obligations unfulfilment. If that may occur cancelled contract items are shown as follows:

▽ **CONTRACT CANCELED**							
✖ HR_HRBA_M_31X-ATEL-HR---- F_2231	03.12.2009 00:00:00	08.01.2010 23:59:59	300	Transmission capacity base load	Mjesečna	Odaberi	Odaberi
▽ **BALANCE ENERGY**							

Image 15. Contract cancellation

2.10 Resale

Functions for capacity resale are also located on the contract items manipulation interface.

Slika 16. Contract items list

Resale is possible for capacity obtained at yearly and monthly auctions. The transfer process starts with preparing (division by time and/or amount) the awarded capacity contract's item. It is then necessary to select an auction to which the chosen contract item is returned to – monthly or daily. If the chosen item is the capacity obtained at a monthly auction, it is possible to return it to daily auctions only. In that scenario, it is not possible to choose a monthly auction in the drop-down menu. By selecting the "Resale" function and confirming the warning dialogue, a request for resale authorization is activated. After the process begins, the contract item has a new status – "Resale – waiting for auction office authorization". On activating the resale function, the system verifies that the following conditions are met:

- Contract start date has not passed
- Resale is allowed for the chosen direction
- The selected item was obtained at an monthly or yearly auction
- If the yearly contract item is chosen to return to a monthly auction, then the item's start must correspond with the month's calendar beginning. Correspondingly, the item's end must the item's end.

The auction office confirms or rejects the resale transfer. If the resale is confirmed, it has a new status – „Resale – confirmed".

When rejecting the request, the auction office also enters a reason for the transfer cancellation (for example, because of unfulfilled financial obligations). The statuses of all resale requests and possible reasons for rejections can be seen on the resale review page.

Slika 17. Resale overview

The data on the page can be easily filtered by whether the resale request was for a monthly of daily auction, and by chosen date. Filtering is inclusive on the chosen date, that is, it displays all items that include the chosen date.

2.11 Inter-daily allocation using the First Come First Served rule

All functions for working with the inter-daily allocation using the First Come First Served rule are located on the same titled page.

Slika 18. Intraday functions

Product selection page enables filtering by date. After choosing the date parameters available intraday products are displayed in the upmost grid. Also, already awarded capacity amount by borders is displayed in the lower grid in summary form.

2.11.1 Bid preparation

For bid preparation it is necessary to select desired product by clicking to the "Place bid" image in the leftmost grid column.

Slika 19. Entering bid preparation screen

The bid is then prepared by inputting the desired capacity quantities in the provided fields. To facilitate input, it is possible to:

- Choose the start hour and end hour (using the drop-down menus), and set the same amount for the selected time period by clicking the green arrow

Slika 20. Inputing capacity amount

- Set every hour manually

Current available capacity amounts are displayed below each input field to help user input.

Slika 21. Available capacity

When the bid is ready, clicking the "Ok" button sends the bid to be processed by the auction system. A status message is then displayed on lower part of screen. List of possible messages:

- "Insufficient rights for chosen direction" – current market participant is not allowed to place bids for selected product direction
- "It is prohibited to bid for history and 2:15 in the future (bid updated to match this requirement)" – some of the positions in the initial bid expired, bid was updated automatically to fulfill this requirement and user is asked to try placing bid again
- "Correct capacity amount....check capacity positions" – some of the positions in the initial bid cannot be satisfied, please check available capacity positions
- "New contract has been awarded" – bid was successfully accepted

Slika 22. Event messages

User can leave bid preparation screen at any time by clicking "Cancel" button.

2.11.2 Detailed contract review

For inspecting contract details it is necessary to select the "Details" image in the leftmost grid column of the summary view.

Slika 23. Details function

After clicking the image button system displays all awarded contracts for selected direction.

Contract label	In Area	Out Area	H01	H02	H03	H04	H05	H06	H07	H08	H09	H10	H11	H12	H13	H14	H15	H16	H17
HR_HRSI_I_130115_31X-HSE-ADR-HR-Z1	10YSI-ELES-----O	10YHR-HEP------M	33	33	33	33	33	33	33	33	33	33	33	33	33	33	33	33	33
HR_HRSI_I_130115_31X-HSE-ADR-HR-Z8	10YSI-ELES-----O	10YHR-HEP------M	1	24	2	23	3	22	4	21	5	20	6	19	7	18	8	17	9
HR_HRSI_I_130115_31X-HSE-ADR-HR-Z9	10YSI-ELES-----O	10YHR-HEP------M	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0
HR_HRSI_I_130115_31X-HSE-ADR-HR-Z10	10YSI-ELES-----O	10YHR-HEP------M	0	0	0	0	0	0	0	0	0	0	0	0	0	9	0	0	0
HR_HRSI_I_130115_31X-HSE-ADR-HR-Z11	10YSI-ELES-----O	10YHR-HEP------M	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
HR_HRSI_I_130115_31X-HSE-ADR-HR-Z4	10YSI-ELES-----O	10YHR-HEP------M	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
HR_HRSI_I_130115_31X-HSE-ADR-HR-Z6	10YSI-ELES-----O	10YHR-HEP------M	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
HR_HRSI_I_130115_31X-HSE-ADR-HR-Z0	10YSI-ELES-----O	10YHR-HEP------M	11	11	11	11	11	11	11	11	11	11	11	11	11	11	11	11	11
HR_HRSI_I_130115_31X-HSE-ADR-HR-Z3	10YSI-ELES-----O	10YHR-HEP------M	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
HR_HRSI_I_130115_31X-HSE-ADR-HR-Z7	10YSI-ELES-----O	10YHR-HEP------M	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
HR_HRSI_I_130115_31X-HSE-ADR-HR-Z5	10YSI-ELES-----O	10YHR-HEP------M	2	2	2	2	2	2	2	2	2	2	2	2	2	0	0	0	0
HR_HRSI_I_130115_31X-HSE-ADR-HR-Z2	10YSI-ELES-----O	10YHR-HEP------M	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1

Ok

Slika 24. Contract list

By clicking the "Ok" button user can return to previous screen.

2.12 Leaving the application

Users can end using the application by clicking the "Log off" link at the upper right corner of the web screen. Additionally, idle users will be automatically disconnected.