



GUIDELINE FOR THE ADMISSION TO THE ELECTRICITY SPOT MARKET
of the Energy Exchange EXAA and its settlement agent CCP Austria



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Dear interested Party!

We are very pleased about your interest in the EXAA electricity spot market!

This guideline aims to give an overview over the necessary registration forms and requirements for the energy exchange EXAA and its settlement agent CCPA.

The first part covers all information for the admission to EXAA while the second part informs about all necessary steps for a registration at CCPA. Furthermore, information about the balancing groups in Austria and Germany, as well as the responsible contact persons for the respective transmission system operators. The admission- and registration process at EXAA and CCPA can naturally run simultaneously. To become an exchange member however, both processes have to be completed.

If you have any more questions, please feel free to contact your contact partners at EXAA and CCPA.

Admission at EXAA



EXAA Abwicklungsstelle für Energieprodukte AG

EXAA Market Operations

+43 1 253 72 72 – 90

trading@exaa.at

Return of documents to:

EXAA Abwicklungsstelle für Energieprodukte AG

Alserbachstraße 14-16

1090 Wien

AUSTRIA

Sections 1-5 in the EXAA part are obligatory documents. Sections 6-8 are optional and can be used according to your needs. Should questions arise concerning this, please feel free to contact us.

Please note, that all documents have to be sent in original to the above-mentioned post address.

For some documents, only the German version is legally binding. If required, you can find the German version directly below the English version.

We recommend sending the documents beforehand as a scan to trading@exaa.at to accelerate the process.

1) Documents for the Vienna Stock Exchange

For the registration at EXAA, a membership agreement with the Vienna Stock Exchange is obligatory. Additionally, the Declaration of Reliability of the Vienna Stock Exchange must be signed. This ensures that the exchange member has taken note of the regulations set out in § 28 BörseG (Stock Exchange Act).

[Membership Agreement with Vienna Stock Exchange](#) (in duplicate, Translation only)

[Mitgliedschaftsvereinbarung mit der Wiener Börse](#) (in duplicate)

[Declaration of Reliability of the Vienna Stock Exchange](#) (Translation only)

[Zuverlässigkeitserklärung für die Wiener Börse](#)

2) Confirmation of the technical installations

To ensure that all technical requirements for the participation in the trading via the EXAA trading system are met, the confirmation of the technical installations must be filled out by the member.

[Confirmation of the technical installations](#)

3) Registration of trader and Backoffice contacts

Each trading member must register at least one Senior Trader and one Commercial Representative (Backoffice contact). All traders to be registered must have completed the EXAA traders training.

Exempt from this rule is only the management of the member. Registrations for the training sessions can be send to teem@exaa.at. More information can be found on our [homepage](#).

[Admission of Exchange Traders for Vienna Stock Exchange](#) (Translation only)

[Antrag als Börsebesucher von der Wiener Börse](#)

4) Access to the EXAA trading system

The access to the EXAA trading system is done via a two-factor authentication. The following methods are available: hardware token, e-mail token or SMS token. The choice of token is specified in the two-factor authentication form.

You can nominate your traders in the data sheet (see Point 5).

5) Additional requirements

Additionally, to complete the registration at EXAA, the following documents are required:

- ▶ Company register excerpt (not older than 3 months)
- ▶ A valid specimen signature sheet for the verification of signatures ([sample sheet](#))
- ▶ [Contact-Sheet](#)
- ▶ [Data-Sheet](#)
- ▶ [EXAA questionnaire](#)
- ▶ Certificate of good repute of the management

For persons not listed in the company register who are nonetheless authorised to sign, an additional confirmation is needed.

The company register excerpt and the specimen signature sheet have to be submitted only once (to EXAA or CCPA)

6) REMIT reporting (optional)

EXAA offers members as Registered Reported Mechanism (RRM) the possibility to report all transactions made in the EXAA trading system to ACER according to Art. 8 REMIT-VO.

If you want access to your reported data or in case you want to make use of another RRM for the REMIT reporting, we can offer you access to your data via FTP Server.

As a service for our trading participants based in Switzerland, EXAA assumes the resulting, additional reporting obligations (relating to EXAA trading) to the Swiss Federal Electricity Commission (EiCom) if the Data Reporting Agreement and EiCom Data Reporting Agreement are in place.

7) API-Solution (optional)

To automate your trading at EXAA, we offer access to the EXAA trading system via Application Programming Interface (API)

We offer the following function with the Trading API:

- ▶ **Read-Only Access:** to query the market- and trade results for the 10:15 Auction and the 12:00 Auction (Market Results, Trade Results and Trade Confirmation)
- ▶ **10:15 Auction:** for order management (submission and deletion of orders) and to request market- and trading results
- ▶ **Post-Trading:** for post-order management (only available for the 10:15 Auction)
- ▶ **Location Spread:** for spread-order management (only available for the 10:15 Auction)
- ▶ **12:00 Auction:** for order management (submission and deletion of orders) and to request market- and trading results.

8) Special roles at the EXAA spot market (optional)

- ▶ Market Maker
- ▶ Liquidity Provider

For questions regarding the above-mentioned options please feel free to contact trading@exaa.at.

Integration with CCPA



CCP Austria Abwicklungsstelle für
Börsengeschäfte GmbH

Energy Operations

+43 (1) 533 22 44 – 2055

energy@ccpa.at

CCP Austria Abwicklungsstelle für
Börsengeschäfte GmbH

Backoffice

+43 (1) 533 22 44 – 2884

energy@ccpa.at

OeKB CSD GmbH

+43 (1) 53127 – 2100

csd@oekb-csd.at

Oesterreichische Kontrollbank AG

+43 1 53127 – 0

info@oekb.at

1) Contact form

The [contact form](#) is used to establish contact with CCPA in a simple and convenient manner. Contact persons for the most important specialist areas in the processing of the electricity spot market are compiled here. The data provided will be handled in accordance with data protection regulations. Please return the form digitally to energy@ccpa.at.

2) Credit assessment

The credit assessment is carried out on the basis of the business reports submitted by you, as well as any other information. Once all the required documents have been received by CCPA, this will take approximately two weeks. Please send the following documents in digital form to the CCPA back office (energy@ccpa.at):

- Current excerpt from the company register (also: excerpt from the commercial register)
- Annual financial statements of the last 3 financial years
- CRA Ratings (optional)

3) Settlement agreement

In order to participate in the EXAA electricity exchange, each settlement member must conclude a settlement agreement with CCPA (see also § 7 of the [General Terms and Conditions Spot Market Products in Electric Energy](#)).

4) Annexes to the settlement agreement

The [annexes to the settlement agreement](#) consist of various mandatory and optional annexes. The settlement agreement including annexes must be signed in paper form in duplicate by the company; in the case of a certified digital signature (e.g. A-Trust), a single copy is sufficient; this can be returned to energy@ccpa.at. A current

specimen signature sheet or signature list must be provided in any case (a copy of the specimen signature sheet from EXAA is also sufficient).

Please send original documents to:

CCP Austria Abwicklungsstelle für Börsengeschäfte GmbH
Attn.: Clearing Operations
Strauchgasse 1-3
A-1010 Vienna

Please find below a list of the annexes to the settlement agreement including practical information:

Obligatory annexes	Annex ./2	SEPA Corporate Direct Debit Mandate (B2B) of the Clearing Member <ul style="list-style-type: none"> Used for the collection of overdue payments The mandate reference is filled in after entry in the payment system of OeKB AG The name and address of the debtor as well as the information on the account-holding bank must be filled in
	Annex ./3	Release of the settlement bank from the banking secrecy obligation <ul style="list-style-type: none"> Required for two-way communication between settlement bank OeKB AG and CCPA Company name and registered office are to be filled in
	Annex ./4	Confirmation of the transfer of funds to an account of CCPA <ul style="list-style-type: none"> Enables collateralisation by means of transfer of funds to a CCPA account Company name and registered office are to be filled in
	Annex ./5	Information on physical settlement: Balance responsible party <ul style="list-style-type: none"> Information if you are a balance responsible party yourself Company name, registered office, control areas, EIC codes and notices or contracts are to be filled in
	<i>alternatively</i> Annex ./5a	Information on physical settlement: Agreement with a balance responsible party <ul style="list-style-type: none"> If you are a member of a balance group Company name, registered office and information on the balance group must be filled in
Optional annexes	Annex ./6	Bank guarantee declaration <ul style="list-style-type: none"> If collateralisation by means of a bank guarantee bond is desired The company name and registered office of both the company and the guarantor and information on the bank guarantee bond must be completed CCPA will only accept Supplement 6 as a form or the exact wording of the Supplement as a valid Bank Guarantee Declaration
	Annex ./7	Pledge declaration for funds by the clearing member <ul style="list-style-type: none"> Enables collateralisation by pledging funds to an account of OeKB AG Company name, registered office, account number for settlement collateral and/or default fund contributions are to be filled in
	Annex ./8	Collateral deposit of the clearing member with the collateral depository <ul style="list-style-type: none"> Enables collateralisation by pledging securities on a securities account of OeKB CSD GmbH Company name, registered office and collateral deposit number are to be filled in
	Annex ./8a	Pledge statement for securities by the clearing member <ul style="list-style-type: none"> Legal basis for the pledging of securities on a securities account of OeKB CSD GmbH Company name, registered office and collateral deposit number are to be filled in

	Annex ./9	Authorisation to collect receivables by direct debit <ul style="list-style-type: none"> ▪ Instructs CCPA to cover by direct debit any requirements for settlement collateral and/or default fund contributions
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5) Clearing training

Pursuant to § 7 para. 4 lit. c of the [GTC Spot Market Products for Electric Energy](#), each new settlement member must have appropriately trained staff (at least one CCPA clearing diploma in the company). Appointments can be arranged individually in German or English. The **clearing training** is followed by the (optional) diploma examination.

- Possible as joint training in coordination with EXAA
- The costs of a clearing training and diploma examination can be found in the [Schedule of Fees Spot Market Products in Electric Energy](#)

6) Default fund contribution

The **default fund contribution** is a basic requirement for a successful CCPA connection and must be paid one week before the agreed start of the settlement membership at the latest. The minimum default fund contribution amounts to EUR 10,000 and must be deposited in due time in an OeKB AG account pledged to CCPA or transferred to the OeKB AG account AT451000031110300025, BIC OEKOATWWXXX.

7) Position limits

In order to limit CCPA's risks from trading in cash market products for electrical energy by clearing members, participation is only possible within the scope of [position limits](#) calculated in accordance with § 26 para. 3 of the [GTC Spot Market Products in Electric Energy](#). It should be noted that an **initial collateral deposit** is required prior to the start of trading on EXAA so that no restrictions arise due to position limits.

CCPA provides clearing members with a [margin simulation tool](#). This allows participants to determine the amount of settlement collateral required based on historical or projected netting payment obligations. The results of the simulation are not binding.

Additional information on balance groups/balancing groups

In the following we provide you with initial information or contact details on the balance groups and balancing groups in Austria or a balancing group in Germany ([cf. annexes 5 or 5a](#)).

Please contact the offices listed below if you require more information. For settlement at CCPA, membership of at least one balance group in Austria or one balance responsible party in Germany is required.

For admission as a balance responsible party or the establishment of a balance group in Austria (in the APG control area), please contact the clearing office:

**APCS Power Clearing and
Settlement AG**

+43 1 319 07 01 0

office@apcs.at

At the same time, it is recommended to also register with APG for data exchange tests:

**APG AG - Programmbüro der
Hauptschaltleitung UBH**

+43 50320 53220

apg@apg.at

The legal requirements are checked by E-Control Austria. For the authorisation application documents, please contact:

E-Control Austria

+43 1 24724-0

office@e-control.at

The examination of the legal requirements leads to the award of a licence by E-Control Austria if all conditions are met.

In Germany, the respective control area managers require a form, as it is necessary for the settlement of exchange transactions in the control areas to explicitly grant the [exchange priority form](#) of the balancing group contract to CCPA as the settlement agent of the electricity exchange (cf. also § 20 par. 4 of the General Terms and Conditions for Cash Market Products for Electric Energy).

The German control area managers can be reached at:

TenneT TSO GmbH

+49 921 50740-0

info@tennet.eu

Amprion GmbH

+49 2234 85-0

info@amprion.net

50Hertz Transmission GmbH

+49 (0) 30 5150-0

info@50hertz.com

TransnetBW GmbH

+49 711 21858-0

bilanzkreise@transnetbw.de

If the new exchange member does not have its own balancing group in a control area, it is possible to participate in trading on EXAA via membership in an existing balancing group.