Nomination Guide

for

GAS STORAGE DENMARK

December 2019

1. Version Management

Version	Date	Change	Author
1.0	2012-03-30	Version published	Christian Allan Rutherford
2.0	2015-04-16	Version revised in respect of One Storage Facility	Christian Allan Rutherford
3.0	2017-03-31	Storage Facility name changed, examples updated	Iliana Nygaard
4.0	2018-02-16	Version revised in connection of new website GASSTORAGE.DK	Iliana Nygaard
5.0	2019-12-13	Version revised due to the introduction of Edig@s XML 5.1	Iliana Nygaard

2. Table of contents

3. Introduction

This Nomination Guide describes the requirements applicable to the Storage Customer's nomination and allocation of gas in the Storage Point and the procedures for data exchange between the Storage Customer and Gas Storage Denmark (GSD) in relation to nominations and allocations.

The Storage Customer's nominations are subject to the version of [Rules for Gas Storage (RGS)](#) applicable at any time. The definitions used in RGS also apply to this Nomination Guide.

4. Shipper code pairs

GSD creates at least 2 shipper code pairs for each registered storage customer. One shipper code pair defines the direction applying to a nomination, e.g. whether the Natural Gas is to be injected into or withdrawn from the Storage Facility of GSD.

Examples
LTxxxxxx-**DS**xxxxxx (withdrawal from the Storage Facility)
DSxxxxxx-**LT**xxxxxx (injection into the Storage Facility)

A shipper code pair combines a shipper code in the Storage Facility (**LT**xxxxxx) and a shipper code in the transmission system of Energinet (**DS**xxxxxx). The Natural Gas is defined as flowing in the direction from the party represented by the first-mentioned shipper code to the party represented by the last-mentioned shipper code.

GSD creates at least two shipper code pairs based on the Storage Customer's own shipper codes in the transmission system and in the Storage Facility. GSD may also create multiple combinations of shipper code pairs in case the Storage Customer wishes to transfer the title of the Natural Gas to another legal party in the transmission system at the port of the Storage Facility.

It is important that the Storage Customer informs GSD in advance about planned transfers of gas at the port of the Storage Facility in order to prepare the storage nomination system for automatic matching of the relevant shipper code pairs between the transmission grid and the Storage Facility.

Notification of any new counterparty shipper code(s) must be given by the Storage Customer to GSD not later than at 13:00 on the day before the Gas Day on which the Storage Customer wishes to inject or withdraw gas. The notification can be done by creation of a new Nomination Contact Order using ***Online*** acc. next sections 4.1 and 4.2, or by following the manual procedure described in section 4.3 in this Nomination Guide.

The quantity of Natural Gas nominated to the Storage Facility must be equivalent to the quantity of Natural Gas nominated in the Storage Point of the transmission system. The nominated directions for the Storage Point of the transmission system and the Storage Facility must be corresponding to each other, e.g. injection of Natural Gas into the Storage Facility means "exit" of the same quantity Natural Gas at the Storage Point of the transmission system.

4.1   Online creation of a nomination contract

The Storage Customer must create a Nomination Contract before starting the nomination to the storage system. The Storage Customer can also contact GSD within office hours for the creation of a Nomination Contract by using the manual procedure described in section 4.3 in this Nomination Guide.
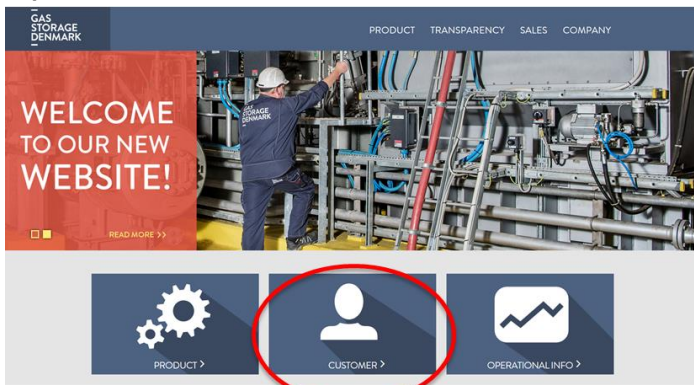
The Storage Customer can also perform the creation by self-service using GSD's gas storage system *Online* (also outside office hours).

The creation of the Nomination Contract is once-time-only task, which must be performed not later than at 13:00 on the day before the Gas Day on which the Storage Customer wishes to inject or withdraw gas for the first time after the registration as a storage customer or in case of creation of new shipper code pair(s).
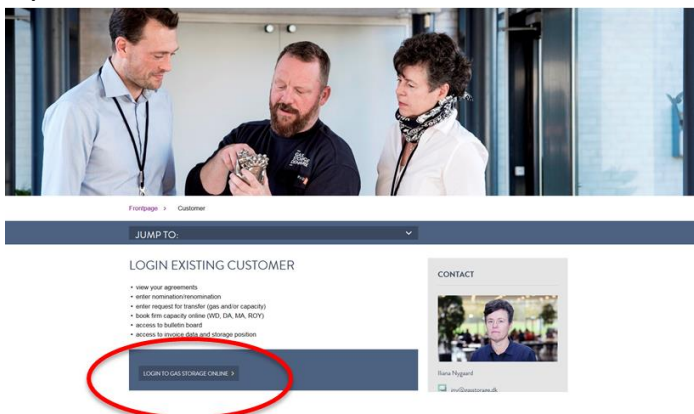
A Nomination Contract may commence on any day of the year.

Once the Storage Customer has saved and approved its Nomination Contract in *Online*, it is considered as concluded with GSD and will take effect on the specified start date. To access *Online*, please go to GSD's website, link https://gasstorage.dk/
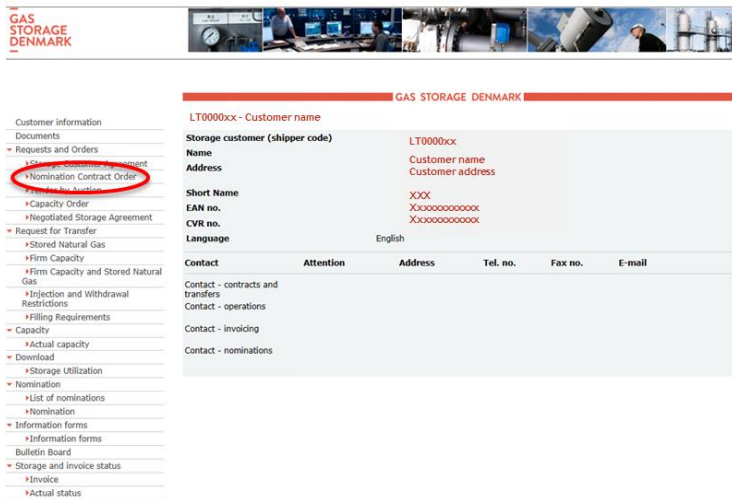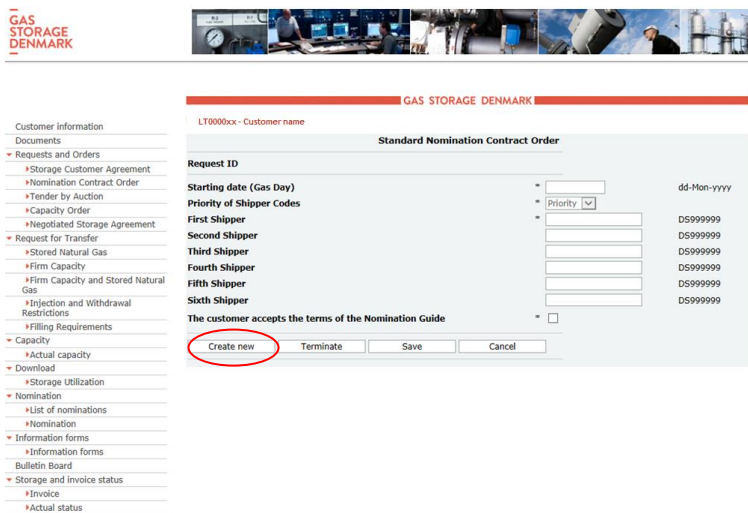
a) FRONT PAGE

b) LOGIN to GAS STORAGE ONLINE

Select the login link as shown in the screen dump above (LOGIN to GAS STORAGE ONLINE) and enter *Online* by using your login's User Name & PW, which GSD submits as a part of a new storage customer's registration process.

c) Choose Nomination Contract Order as shown in the screen dump below.

d) Start by pressing the button "Create new".
   Enter manually (1) Starting date (Gas Day) and (2) First Shipper etc.

A storage customer may choose to notify more than one Shipper (DSxxxxxx) in order to be able to carry out transactions with more than one counterparty between the transmission system and the Storage Facility as described in the beginning of section 4 of this Nomination Guide. The Storage Customer has also the option to choose either the "priority" or the "pro rata" method of interruption between the chosen Shippers in case of reduced available storage capacity. In case of "Priority" being chosen, the notified order: "First Shipper", "Second Shpper", "Third Shipper" … will define the way the various Shippers will be subordinated in case of reduced storage capacity.

Choose "Save" for finishing the creation of the Nomination Contract Order.

GSD's storage system will forward an order confirmation to the Storage Customer.

4.2   Online modification of a nomination contract

A Nomination Contract can only be changed by creating a new Nomination Contract Order in **Online**. Once GSD has sent an order confirmation for the new Nomination Contract Order, the previous Nomination Contract will automatically be replaced by the

new Nomination Contract from the commencement date of the new Nomination Contract.

A nomination contract may commence on any day of the year, provided it has been modified not later than at 13.00 on the day before the Gas Day on which the Storage Customer wishes to inject gas into or withdraw gas from the Storage Facility.

Once the Storage Customer has saved and approved the nomination contract, it is considered concluded with GSD and will take effect on the specified start date.

4.3   Manual procedure for creation of a nomination contract

Should the Storage Customer wish to use the manual procedure for creation of a nomination contract, the Storage Customer must do so by completing Appendix 2 - Nomination Contract Order - and sending it to GSD attached in a mail sent to contact@gasstorage.dk not later than 6 (six) business days before the Gas Day on which the injection or withdrawal of the gas will have effect.

Also, the Storage Customer is always welcome to contact GSD by phone call made within office hours to the contacts published on GSD's website.

4.4   Manual procedure for modification of a nomination contract

To modify an existing nomination contract, the Storage Customer must likewise inform GSD about any counterparties' new or discontinued shipper code pairs by completing Appendix 2 - Nomination Contract Order - and sending it to GSD attached in a mail sent to contact@gasstorage.dk not later than 6 (six) business days before the Gas Day on which the injection or withdrawal of the gas will have effect.

4.5   Storage nomination

Every day prior to 14:00 (CET), the Storage Customer can submit a nomination for the following Gas Day ("Storage Nomination").

If the Storage Customer does not send a storage nomination prior to 14:00 in respect of the following Gas Day, GSD shall nominate 0 (zero) on behalf of the Storage Customer.

If the Storage Nomination submitted by the Storage Customer does not comply with GSD's Nomination Guide, the Storage Nomination shall be treated as it has not been received and GSD shall nominate 0 (zero) on behalf of the Storage Customer.

If the Storage Customer does not wish to inject or withdraw Natural Gas in respect of an Hour, the Storage Customer must set the storage nomination for the Hour at 0 (zero).

On the days when a shift is made to summer time or back to winter time, the nominations must consist either 23 or 25 hours respectively.

4.6 Storage renomination

At 16:00 on the day before the Gas Day and from 18:00 on the day before the Gas Day until 03:00 on the Gas Day, the Storage Customer can revise wholly or partly already sent and accepted by GSD nomination with a 2-Hour lead time.

For example, a renomination submitted before the Gas Day and applying to the entire Gas Day must be sent not later than at 04:00 before the start of the Gas Day. A renomination for the current Gas Day for the period between, for instance, 10:00 and 13:00 on the Gas Day must be submitted not later than at 08:00 on the Gas Day.

Otherwise the functional content of a renomination corresponds to the one of the original nomination. The principal difference is that the period subject to renomination is determined by the Storage Customer himself.

4.7 Complete nomination/renomination

A nomination must consist of a positive, integral number or zero and be given in the unit kWh/hour. To be considered complete, a nomination must meet the following requirements:

a) XML Nomination System

> If submitted via the **XML Nomination System**, the nomination shall be made for all Shipper Code Pairs <u>collectively</u> (specifying the nomination for each Shipper Code Pair in the collective nomination) and shall cover a validity period of no less than one Gas Day. The validity period shall be divided into time intervals of not less than 1 (one) Hour and not more than the number of all full hours during the validity period. For each time interval the Storage Customer shall state either withdrawal of Natural Gas or injection of Natural Gas. The time intervals shall cover the total validity period and may not overlap.

> It is possible to make a nomination for more than one Gas Day at a time, if the Gas Days are in continuation of each other and the above-mentioned rules are taken into account.

> In case of renomination submitted via the **XML Nomination System**, the renomination must specify the Storage Customer's requested renomination period and specify the values for all the hours of the relevant renomination period.

b) Online

> If submitted manually by using GSD's user interface **Online**, the nomination shall be made <u>for each direction</u> defined by two shipper code pairs, e.g. the Storage Customer must submit one nomination for injection and another nomination of 0 (zero) withdrawal in case of injection in respect of an Hour (or vice versa).

> Correspondingly, in case of renomination in the same Hour by using **Online**, the Storage Customer must remember to <u>renominate each direction</u>, e.g. in case of changing direction from injection to withdrawal, the Storage Customer

must enter 0 (zero) replacing the earlier entered quantity for injection and the requested value for withdrawal.

5. GSD's processing of (re)nominations

First, GSD conducts a pre-matching of the Storage Customer's (re)nomination against the corresponding (re)nomination in the transmission system.

Second, GSD then examines whether the Storage Customer's (re)nomination complies with the terms for nomination laid down in RGS, section 7, and in addition GSD matches the (re)nomination for the Storage Point against the total of booked firm capacities (according to annual, monthly, weekly and daily storage agreements and assignments, if any) and the maximum interruptible capacities (as stipulated in the framework agreement) that are at the Storage Customer's disposal on the relevant Gas Day.

Finally, when the (re)nomination has been pre-matched and the compliance with RGS and the applicable capacity rights established, GSD and Energinet (TSO Gas) conduct the final matching of the (re)nomination.
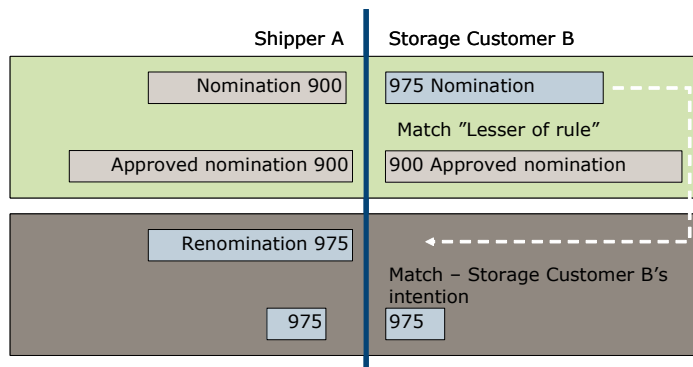
6. Matching

On receipt of the (re)nomination, GSD and Energinet (TSO Gas) match the (re)nomination against the (re)nominations for the Storage Point submitted by the Storage Customer's counterparty in the transmission system. If there is a mismatch between two (re)nominations for a given hour, the "lesser-of" principle will take effect, and GSD will fulfil the lower nomination.

The matching principle is moreover based on the Storage Customer's and the Storage customer's counterparty's intention at the time of nomination.

The principle is described below:

If the original nomination submitted by the Storage Customer B (975) has been reduced in a previous matching (down to 900) as a consequence of the "lesser-of" principle, the original nomination (975) will be used as basis for matching of any renomination submitted subsequently by the Storage Customer's counterparty (shipper A). In the example shown below, Shipper A adjusts its original nomination by renomination from 900 to 975. Finally, both parties get 975.

7. Format for communications

The communications of nominations to the gas Storage Facility is similar to the communications of nominations to the transmission system of Energinet (TSO Gas).

The Storage Customer may choose freely between the following communication systems:

1) **XML Nomination System**, which is based on XML format with AS2 or AS4 protocol[1] as described in Edig@s XML 4 and Edig@s XML 5.1.

2) *Online*, which is the Storage Customer's web based user interface

8. Confirmation of storage (re)nomination

Every day before 16:00 GSD sends a confirmation (NOMRES) to the Storage Customer for the accepted nomination for the next Gas Day. The confirmation has the same degree of detailing as the submitted nomination.

At 16:00 on the day before the Gas Day start the renomination rounds for the next Gas Day. After every renomination round and within the 2-Hour lead time after the beginning of each whole Hour (each Gas Day), the Storage Customer will receive a confirmation from GSD (another NOMRES) for the new accepted renomination (if any).

➢ If a renomination is rejected by GSD due to non-compliancy with this Nomination Guide, the Storage Customer will <u>not</u> receive any notification from GSD regarding the renomination as it will not be considered as having been received by GSD acc. to RGS, section 7.4.8 b).

Please note that all (re)nomination procedures are fully automatic. Therefore, in case of missing NOMRES-message, it is up to the Storage Customer to submit a new renomination in accordance with RGS, section 7.3, and contact GSD, if necessary, to ascertain why the previously submitted renomination has been rejected.

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[1] The AS2/AS4 protocol defines the basis for transfer and security of Edig@s messages in XML format

If the Storage Customer has chosen the **XML Nomination System**, GSD shall within 10 minutes after receipt confirm the receipt and inform whether the message complies with the requirements of the **XML Nomination System** (APERAK message). If the Storage customer, who submitted the nomination message, does not receive an APERAK message within such deadline, the Storage Customer is advised to contact GSD's Gas Control Centre (the Dispatcher on duty) for clarification.

➢ In case of an emergency supply situation, acc. to RGS, section 16, GSD shall inform the Storage Customer that, due to emergency, the Storage Customer will not receive a message on accepted nomination (NOMRES). Further, GSD shall inform the Storage Customer about partly accepted nomination (if any) and the firm and interruptible capacities allocated to the Storage Customer during the period of emergency.

9. Allocation of Natural Gas at the Storage Point

In each hour of the Gas Day the Storage Customer will be allocated a quantity of Natural Gas corresponding to the accepted (re)nomination.

➢ If submitted via the **XML Nomination System**, at the end of each Gas Day before 06:00, GSD shall inform the Storage Customer of the Natural Gas quantities allocated on the Gas Day by sending an ALOCAT message containing the hourly allocation in each Hour.

GSD shall also send a status on the Storage Customer's account for Stored Gas (ACCPOS message) at the same time as the allocation.

➢ The Storage Customer can <u>always</u> observe the hourly allocations, primo and ultimo storage account positions and <u>much more additional information</u> by using GSD's user interface ***Online***.

If the final allocation in respect of an hour has not been made, GSD shall send an email in this regard to the Storage Customer's contact person for operations.

The final allocation forms the basis of GSD's settlement of charges for injection, capacity charges for Interruptible Capacity and GSD's crediting of purchases of Natural Gas, acc. to RGS, sections 4.2.1, 5.3.3, 5.10, 8.9.

10. GSD's storage system is fully automatic

Due to the fully automatic storage system functioning, any errors discovered by the Storage Customer must be corrected by submitting a new (re)nomination message.
In case this is not possible, the Storage Customer may contact GSD by using the 27/4 contact data published on GSD's website.