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CEREMP system user manual

Guide on user account creation and market participant registration under CEREMP system

Reilua energiaa

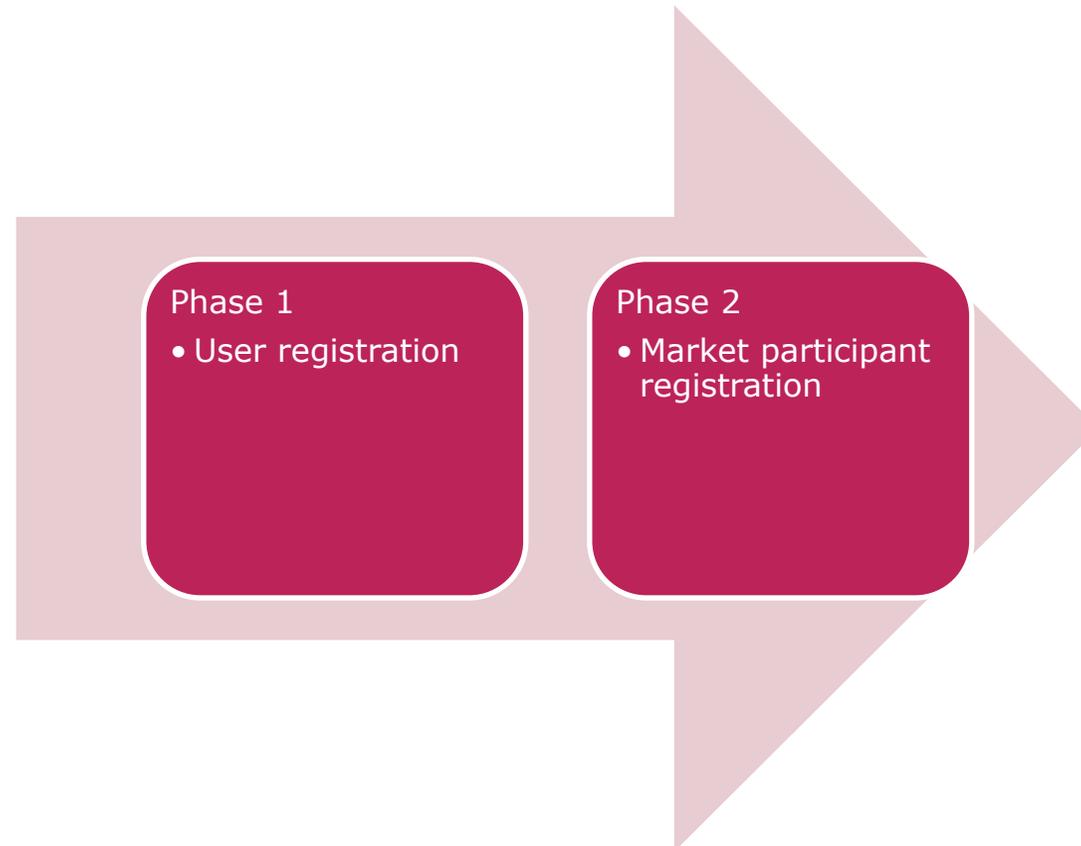
What is CEREMP?

- CEREMP (Centralised European Registry for Energy Market Participants) is a register for wholesale energy market participants. It has been created to govern requirements set in regulation (EU) N:o 1227/2011, so-called REMIT regulation.
 - Market participants trading on the wholesale energy markets must register with one national regulator. In REMIT regulation, wholesale energy markets cover physical and financial gas and electricity markets in EU.
 - REMIT covers trading in organised marketplace, OTC and bilateral. Retail contracts are out of scope of REMIT.
 - Registration for Finnish market participants was opened in October 2014
 - Market participants must register before they start trading on wholesale energy contracts
- Energy Authority has chosen CEREMP as their market participant register



2-phased registration

- **User** is a person who uses CEREMP system on behalf of market participant. User updates market participants information in CEREMP
- **Market Participant** on is a person (natural or legal) who trades on wholesale energy contracts.



User registration

User registration

CEREMP can be accessed here:

https://www.acer-remit.eu/ceremp/home?nraShortName=8&lang=fi_FI

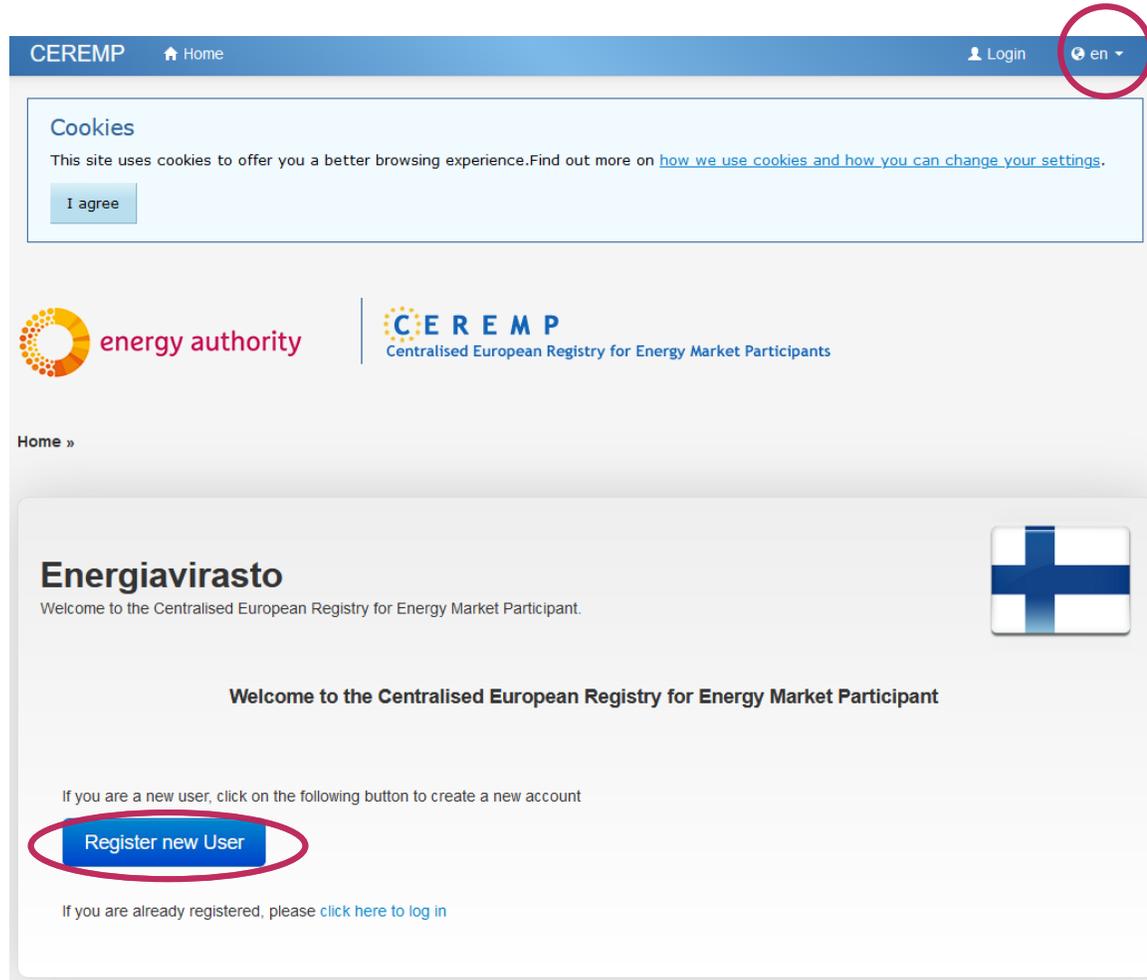
- Link can be found from Energy Authority website www.energiavirasto.fi -> industries -> electricity and natural gas markets -> market supervision -> registration obligation
- We recommend saving the link onto browser bookmarks
- Supported browsers:
 - Google Chrome, version 25 or newer
 - Internet Explorer, version 8 or newer
 - Mozilla Firefox, version 17 or newer
 - Safari, version 5 or newer
 - Opera, version 15 or newer

User registration

User requirements

- CEREMP user can be an employee of a market participant or a third party member who has been authorised by the market participant to act on its behalf.
- User must be a natural person
- User must always have a power of attorney signed by a person with signatory rights from market participant
- One market participant can have multiple users

Start by clicking "Register new user"



The screenshot shows the CEREMP website interface. At the top, there is a blue navigation bar with 'CEREMP' and 'Home' on the left, and 'Login' and a language dropdown menu (currently set to 'en') on the right. Below the navigation bar is a light blue 'Cookies' banner with an 'I agree' button. The main content area features the logos for 'energy authority' and 'CEREMP Centralised European Registry for Energy Market Participants'. Below the logos, there is a 'Home »' link. The main section is titled 'Energiavirasto' and includes a Finnish flag icon. The text reads: 'Welcome to the Centralised European Registry for Energy Market Participant'. Below this, there is a 'Welcome to the Centralised European Registry for Energy Market Participant' heading. The instructions state: 'If you are a new user, click on the following button to create a new account'. A blue button labeled 'Register new User' is highlighted with a red circle. Below this, it says: 'If you are already registered, please click here to log in'.



Here you can select language

User registration

User information

- Fill in mandatory fields

CEREMP User Form

First Name *

Surname *

Address *

Country *

City *

Postal code *

E-mail *

Retype E-mail *

Phone *

Fax

- The filename can contain any combination of Upper or lower case letters (a-z, A-Z), Digits (0-9), space and special characters like - _ + .
- Allowed file type : JPEG/JPG/PNG/PDF
- The maximum file size must not exceed 20 MByte

Power of attorney to register MP

- Upload PoA here
- Please name the file by using company name and date

User registration

User authorisation



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User doesn't have to be an employee of the market participant

Fill in these fields if user is not a member of market participant

Company Information

Are you a company employee? * ?

Company name ?

Company address ?

Company city ?

Company country ?

Company VAT ?

Captcha

fwer6 ?

One CEREMP user can register multiple market participants. He/she needs power of attorney from all of them. You can only add one file, so it is advised to bundle all PoAs into a single file

User registration

Finishing touches



After approval, user receives following email (only available in Finnish and Swedish). User must then click the link to finalize activation. At this point, user creates password. Login credential is the six-number personal code.

rekisteröintinne on hyväksytty. Käyttäjätunnuksenne kirjautumiseen on

679038

Klikatkaa oheista linkkiä aktivoidakseenne tilin. Tämä linkki vanhenee allaolevan ajankohdan mukaisesti.

[Aktivoi tili](#)

Fri, 18 Nov 2022 08:47

Tämä on automaattisesti luotu sähköpostiviesti, johon ei voi vastata.

CEREMP-tietojärjestelmä

Registration has been delivered to Energy Authority

You can access CEREMP after Energy Authority has approved your registration

Energy Authority verifies all registrations which can result some lag.

Din registrering har godkänts. Ditt användarnamn är:

679038

Klicka på länken för att aktivera ditt konto

[Aktivera konto](#)

Fri, 18 Nov 2022 08:47

Vänligen,

CEREMP-administratören

User registration

Logging in

Enter your Username and Password

Username:

Password:

[Forgotten password](#)

CEREMP uses two phased verification

First type username (6-digit code which you have received when user account was activated)

Temporary random code is here

Olette pyytäneet pääsyä CEREMP-sovellukseen. Antakaa seuraava tunnus todennusta varten:

██████████

Tämä tunnus on voimassa seuraavaan ajankohtaan asti:

Fri, 4 Nov 2022 09:23

Tämä on automaattisesti luotu sähköpostiviesti, johon ei voi vastata.

CEREMP-tietojärjestelmä

Token Authentication

Please insert the token received by email

Afterwards you receive temporary random code into your email which must be inserted into token authentication field (again the email you receive during this phase is only in Finnish.)

Market participant registration

Market participant registration

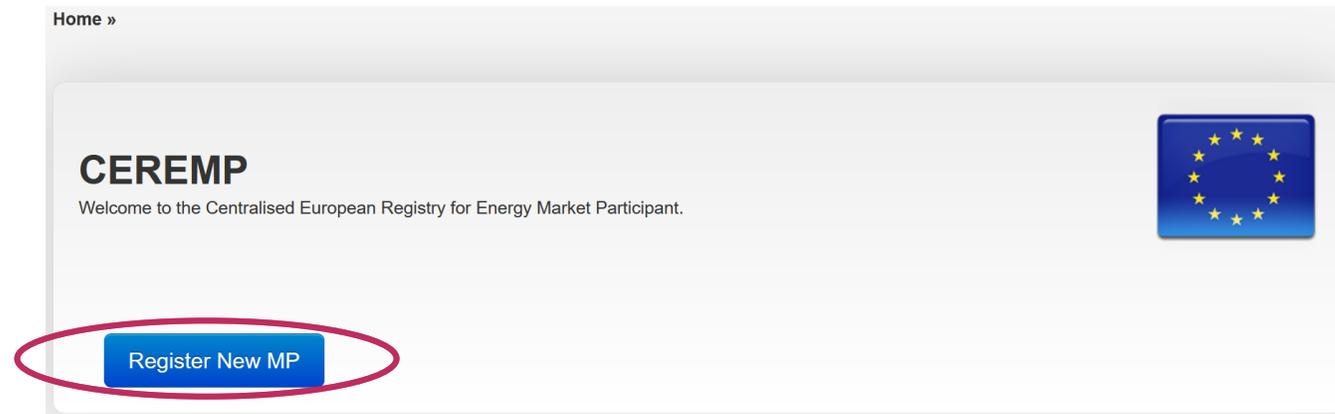
- After CEREMP user has successfully registered him/herself, it is time to register the market participant
- Registration in a nutshell in a picture below



Market participant registration

User has been successfully registered and logged in CEREMP. Next part is the market participant registration

Start registration by clicking this



Market participant registration

Market participant information

Type of person in question. Either legal or natural.

Information on bold asterisk (*) are mandatory. Market participant must also declare other codes such as EIC, BIC, LEI or GS1.

Attention! Market participant can also be natural person which must be selected from dropdown menu. Information related to natural person must be typed into the specified window.

Type VAT code without hyphen, dash or space.
Example: FI1234567

Type the Internet address where market participant publishes inside information (i.a. UMMs). Attention! REMIT regulation has changed 7.5.2024 and all inside information must be published on inside information platforms (IIP). Company own website is no longer valid unless it fulfills IIP requirements.

Date when the information has been checked to be correct.

Market Participant *

Person Type *

Country *

Address *

City *

Postal code *

VAT *

EIC

BIC

LEI

GS1

Trade register

Website

Publication inside * Do not expect to possess any inside information to disclose under Article 4(1) of REMIT

Date of validity *

Market participant registration

Market participant information

ACERin vaatimat tiedot

LNG Market Participant ?

LNG Market Data Reporting User Email ?

Algorithmic trading notification ?

Direct electronic access (DEA) notification ?

DEA sub-delegation notification ?

Previous UK ACER code ?

Takaisin Tyhjenna tekstikentät Tallenna luonnos Seuraava

After amended REMIT regulation (entry into force 7.5.2024) market participant must inform NRA if they engage into algorithmic trading with wholesale energy products or provide direct electronic access to the wholesale energy markets.

This information must be declared in registration form page 1.

When all the information

When all the information has been inserted correctly, press next

Market participant registration

Related people

- Type at least one person for each category. Type by clicking the role.
- Related people are responsible for their said functions, roles or obligations
 - **Contact for communication** in responsible for contacts with Energy Authority and other relevant authorities
 - **Responsible for trading decisions** is responsible for transactions and trading in wholesale energy markets
 - **Responsible for operational decisions** is responsible for i.a. compliance

Showing 1 to 3 of 3 entries Search:

First Name	Surname	Role
		Contact for communications
		Responsible of trading decision
		Responsible of operational decision

First Previous 1 Next Last

More than one person can be named for single role.

Same person can function in multiple roles

Attention! You cannot continue until all roles haven been named

Market participant registration

Related people

Related Person Data Copy User Data

Role *

Role Details *

First Name *

Surname *

Address *

City *

Postal Code *

Email *

Retype E-mail *

Phone *

Fax

Date of validity *

By clicking this you can import information of the current CEREMP user if such person is also a related person.

If all the information with asterisk (*) isn't filled in, system doesn't let one to save data.

Attention! Error message can be outside the current popup window. If saving is not possible, scroll the page to find it and fix the information.

When all the information has been inserted correctly, press save

Market participant registration

Ultimate controllers

- REMIT registration requires market participant to declare its ultimate controllers or beneficiaries
- Ultimate controller means a person (natural or legal) who has decision-making or voting power over market participant or its parent
- Beneficiary means a person (natural or legal) who receives the benefits of the business

Ultimate Controller or Beneficiary (Registration Format Section 3)

Please insert at least one element by pressing the "Add" button

Back Add Ultimate Controller Save as draft

Add ultimate controller by clicking

Market participant registration

Ultimate controllers



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Ultimate Controller or Beneficiary Information

[Copy Mp Data](#)

Person Type * ?

Name * ?

Address * ?

City * ?

Postal Code * ?

State * ?

Email * ?

Retype E-mail * ?

Telephone * ?

Date of validity * ?

If all the information with asterisk (*) isn't filled in, system doesn't let one to save data.

Attention! Error message can be outside the current popup window. If saving is not possible, scroll the page to find it and fix the information

Type all relevant information and press save

Market participant registration

Corporate structure



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Corporate Structure (Registration Format Section 4)

No elements found

Back Add Corporate Relationship Save as draft Next

Corporate Relationship

MP Declaring * testi

is

Relation Type * ---

of

MP Involved * Search

since

Start Date * yyyy-MM-dd

Notes

Close Reset Save

ACER code of the market participant. You can search the code by clicking here. If there are no relationships with other market participant, one can move to next page.

Market participant registration

Delegated parties

Market participant can report transactions themselves or use external RRM

Check this box **only** if one wants to register as RRM. This requires separate process with ACER.

If one uses third party for reporting, add delegated party

Add type of date and validity

Attention. Market participant must always choose either external RRM or become one themselves.

Delegated Parties (Registration Format Section 5)

No Delegated Party or other Reporting Entity selected

I intend to register as a reporting entity

I declare :

I am aware that applying to become a reporting entity will make me subject to an enrolment fee pursuant to Article 4(3) of Commission Decision (EU) 2020/2152.

Please note that if you tick the box above you are starting an RRM registration in addition to the present MP registration.

Back

Add Delegated

Save as draft

Next

Delegated Parties

Delegated Party Name * ---

Date of validity * yyyy-MM-dd

Close

Reset

Save

Market participant registration

Summary

Market Participant Related People Ultimate Controllers Corporate Structures Delegated Parties

Market Participant	Testsubject	GS1	
Person Type	Legal Person	Trade register	
Legal form	Limited Company	Website	
Country	Finland	Publication inside	no info
Address	Notarealvenue	Date of validity	2022-11-04
City	Testcity		
Postal code	00001		
VAT	F1123456789		
EIC			
BIC			
LEI			

Information Required by Acer

Previous UK ACER code

I confirm that the information being provided herein by me is true and accurate. *

Back Print Preview Submit

Verify the information

Check the information and click this after which the information is delivered to Energy Authority. Attention. Check users power of attorney

Market participants must update their information when needed and remove any users if they are no longer valid

Market participant registration

Confirmation

- Energy Authority will check registrations without unnecessary delay and accept the registration if no information needs to be amended
- In either case, user will receive notification by email whether any information needs to be amended or if registration is been succesful
- After succesful registration, user will receive the ACER code
- Additional information:
 - tukkumarkkinavalvonta@energiavirasto.fi