



ENERGY EXCHANGE ISTANBUL

# **Continuous Trading Platform**

## User Manual v.1.4

**Directorate of Market Operations**

**Natural Gas Market Directorate**

July 2020

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## INTRODUCTION

Turkey aims to become an energy center in its region. For this purpose, the electricity spot markets are operated within EXIST. As one of the biggest markets in Europe in terms of natural gas consumption, Turkey has founded the Organized Natural Gas Wholesale Market (OTSP). As in the electricity markets, the task of operating this market and establishing the platform through which this market will be managed has been entrusted to EXIST.

OTSP is operated using the continuous trading method, through the **Continuous Trading Platform (STP)** developed by EXIST, and it gives the opportunity to trade in Daily and Weekly contracts to the players in the natural gas market. Additionally, the Transmission Company also conducts the sale and purchase of the balancing gas for the purpose of establishing balance in the system through the STP.

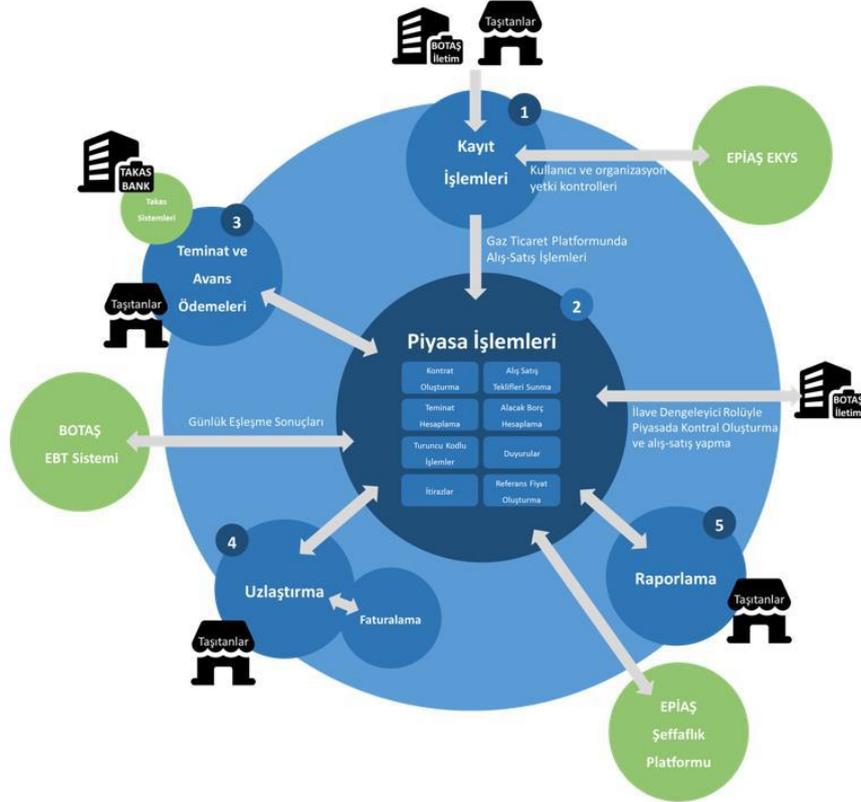
With OTSP, daily and weekly reference prices (GRF and HRF) are created, which are subject to change according to the supply and demand equilibrium, in the market conditions of Turkey. These prices are shared with all Turkish energy market stakeholders through the STP. Similarly, the Balancing Gas Purchase Price (DGAF) and the Balancing Gas Sale Price (DGSF) to which System Users and Market Participants are subjected due to their daily imbalances, are also shared with the relevant stakeholders through the STP.

The imbalance calculations, settlements and collateral management of all stakeholders who signed an agreement with the Transmission Company and who ship gas through the transmission system are performed by EXIST in the name of BOTAŞ Transmission within the scope of the tasks assigned to it as per the relevant legislation. In this regard, the monitoring, notification and communication of the imbalances of System Users and Market Participants are also ensured through the STP.

### Organized Natural Gas Wholesale Market General Conditions

- The orders given in the OTSP are evaluated without discriminating among the market participants.
- Market transactions are based on continuous trading and are conducted through the STP.
- For the settlement of market transactions, the prices created at the end of each definitive match is used.
- Assistance is provided to reduce the amount of daily imbalances in the transmission system, and a system that is balanced to the highest extent possible is provided to the transmission company a day ahead.
- The market participants are given the opportunity to purchase/sell natural gas for the relevant gas day in addition to their bilateral agreements.

PROCESSES



BOTAŞ İLETİM	BOTAŞ(PETROLEUM PIPELINE COMPANY)TRANSMISSION
TAŞITANLAR	SHIPPER
KAYIT İŞLEMLERİ	REGISTRATION PROCEDURES
KULLANICI VE ORGANİZASYON YETKİ KONTROLLERİ	USER AND ORGANIZATION AUTHORIZATION CONTROLS
EPIAŞ EKYS	EPIAŞ EKYS
GAZ TİCARET PLATFORMUNDA ALIŞ-SATIŞ İŞLEMLERİ	PURCHASE-SALES TRANSACTIONS ON GAS TRADE PLATFORM
BOTAŞ İLETİŞİM	
İLAVE DENGELİYİCİ ROLÜYLE PİYASADA KONTRAT OLUŞTURMA VE ALIŞ-SATIŞ YAPMA	CREATING CONTRACT AND BUYING-SELLING TRANSACTION IN MARKET WITH ADDITIONAL BALANCING ROLE
RAPORLAMA	REPORTING
EPIAŞ ŞEFFAFLIK PLATFORMU	EPIAŞ TRANSPARENCY PLATFORM
UZLAŞTIRMA	SETTLEMENT
FATURALAMA	BILLING
GÜNLÜK EŞLEŞME SONUÇLARI	DAILY MATCHED RESULTS
BOTAŞ EBT SİSTEMİ	BOTAŞ EBT SYSTEM
TEMİNAT VE AVANS ÖDEMELERİ	COLLATERAL AND ADVANCE PAYMENTS
TAKAS VE UZLAŞTIRMA	CLEARING AND SETTLEMENT SYSTEMS
KONTRAT OLUŞTURMA	CREATING A CONTRACT
PİYASA İŞLEMLERİ	MARKET TRANSACTIONS

Figure 1: Natural Gas Market Transactions and Integration Points

The main actors in the Natural Gas Market and the interactions between these actors and the system is shown on Figure 1. The system contains 5 main processes. Transactions in the Natural Gas Market start with the registration process, and continues with market transactions and collateral processes. After trading is done in the market, the settlement process is initiated to determine the receivables and debts. At the end of the settlement process and after invoicing, the basic processes are completed. In addition to these processes, it is ensured with the Reporting module that the market can be monitored on a continuous basis.

Market transactions and collateral procedures have parallels with each other from time to time. In order to carry out market transactions, the collateral requirements of the shippers must be fulfilled without exception. Market transactions will continue on a 24/7 basis. Therefore the name of the platform will be the "Continuous Trading Platform". As long as the participants complete their registration in the Continuous Trading Platform and have the required collateral available for gas purchase and sale, they will be able to give their bid-offer orders on a contract basis.

### A. Contracts

Transactions in the Natural Gas Market are carried out on contracts in the market. There are three types of contracts: Daily Contracts, Weekly Contracts and Local/Zonal Contracts. Transactions made on the contracts are based on the matching principle as it is in the Intraday Electricity Market operated by EXIST. The participants submit their bid and offer orders for a specific contract. In Daily and Local/Zonal contracts, each contract corresponds to 1 gas delivery day, while Weekly Contracts correspond to Weekend (HS) 2, Weekday (HI) 3 and All Week (HT) 5 gas delivery days. Each gas delivery day is associated with a single registration period (gas year).

For the participants to conduct market transactions actively, the organization status must be "Approved" and the users to carry out the transaction must be "Active".

Market Participants and Transmission Company Users (BOTAŞ Transmission) are the active users of this market.

	Contracts	
Daily Contracts	Weekly Contracts	Local/Zonal Contracts

Figure 2: Contract Types

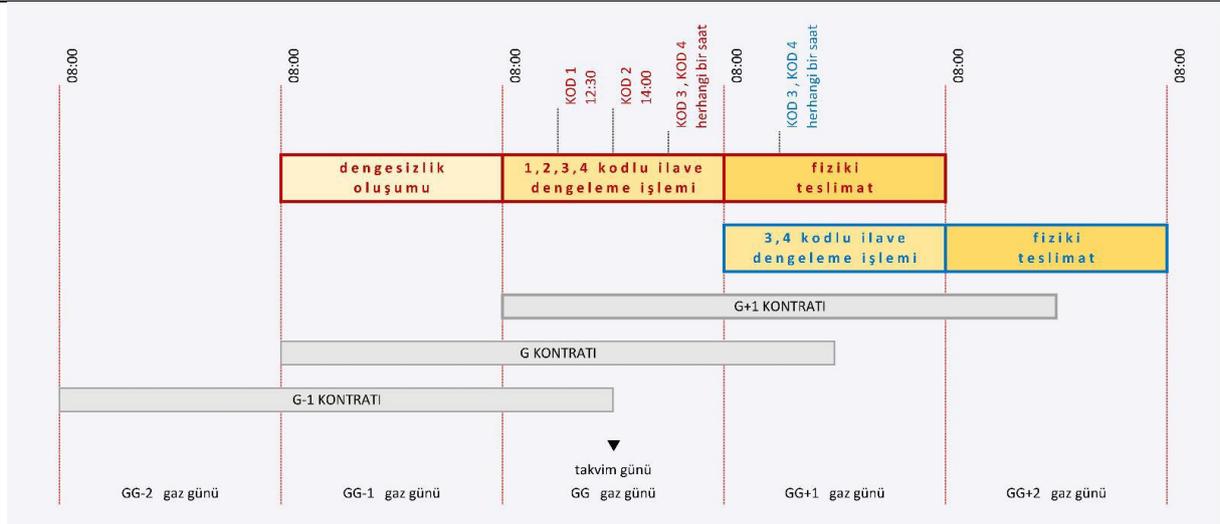


Figure 3: Daily Contract Flow

GG-2 GAZ GÜNÜ	GG-2 GAS DAY
G-1 KONTRATI	G-1 CONTRACT
DENGESİZLİK OLUŞUMU	IMBALANCE OCCURANCE
GG-1 GAZ GÜNÜ	GG-1 GAS DAY
1.2.3.4 KODLU İLAVE Dengeleme İşlemi	1.2.3.4 CODED ADDITIONAL BALANCING OPERATION
G KONTRATI	CONTRACT G
TAKVİM GÜNÜ GG GAZ GÜNÜ	CALENDAR DAY GG GAS DAY
FİZİKİ TESLİMAT	PHYSICAL DELIVERY
3 4 KODLU Dengeleme İşlemi	3 4-CODED BALANCING OPERATION
GG+1 KONTRATI	GG+1 CONTRACT
GG+1 GAZ GÜNÜ	GG+1 GAS DAY
GG+2 GAZ GÜNÜ	GG+2 GAS DAY

#### a. Daily Contracts

- The contract name is created in the GGyyyyymmdd format. E.g. GG20180401 (for 1 April 2018)
- The contract becomes active a day ahead (G-1) at 08:00, and closes on G+1 14:00. It stays open for a total period of 54 hours.
- Transactions made on daily contracts are considered to be carried out on the EXIST UDN (National Balancing Point). UDN is defined as the virtual point in the system where purchase-sale takes place.
- Market Participants (PK) can carry out transactions on daily contracts for 54 hours. However, Transmission Company Users can only carry out transactions in certain windows within the Contract period. Transactions are divided into codes as 1, 2, 3 and 4. Transactions for each code can only be performed within the relevant window. Coded transactions are regulated in the Principles on Operation Arrangements for the BOTAŞ Transmission Network (ŞİD).
- An expired contract is closed and the unmatched orders on the contract are lapsed.
- Contract statuses are as follows:
  - Pending
  - Active

- Suspended
- Closed
- Cancelled

## b. Weekly Contracts

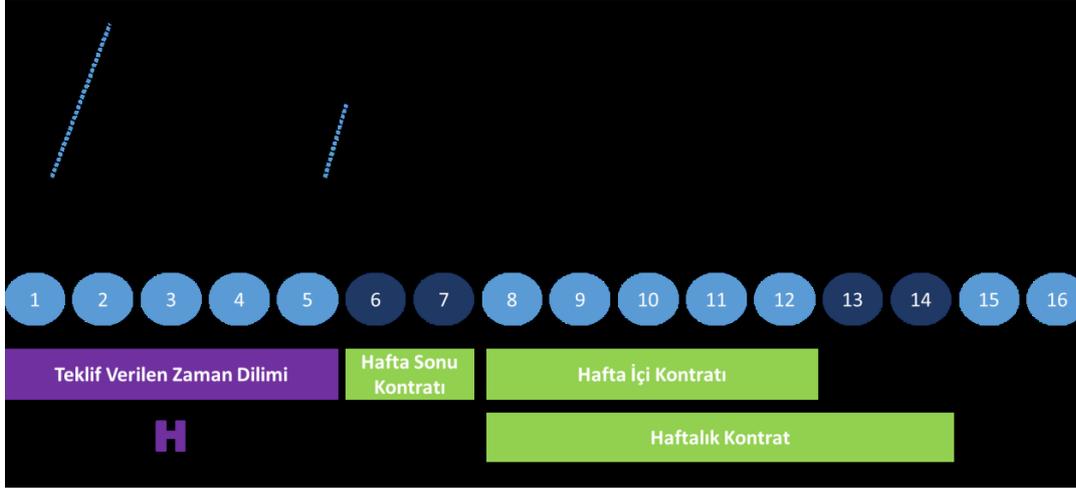


Figure 4: Weekly Contract process

TEKLİF VERİLEN ZAMAN DİLİMİ	BIDDING PERIOD
HAFTA SONU KONTRATI	WEEKEND CONTRACT
HAFTA İÇİ KONTRATI	WEEKDAY CONTRACT
HAFTALIK KONTRAT	WEEKLY CONTRACT

- Weekly Contracts are opened as 3 contracts at 08:00 on every Monday. These contracts are the Weekend contract (HS) for the following weekend and the Weekday (HI) and All Week (HT) contracts for the next week.
- The process in which transactions are opened on Monday and closed on Friday is defined with the letter H.
- The contract code is composed of the 2 letters contract code, the year and the number of the week.
  - Weekend Contract           HS202001
  - Weekday Contract           HI202002
  - All Week Contract           HT202002
- Weekly Contracts are open for transaction with "Active" status between 08:00 and 16:00 on every business day, and closed for transaction with "Pending" status between 16:00 to 08:00 on the next day.
- The weekly contracts are closed for trading at 16:00 on every Friday, and removed from the screen.
- No transactions can be carried out on the contracts during official holidays and half business days.
- If a participant is not registered for the next year, and a day of the contract for the last week of the year extends to the next year, the participant may not give an order for this contract.

### c. Local/Zonal Contracts

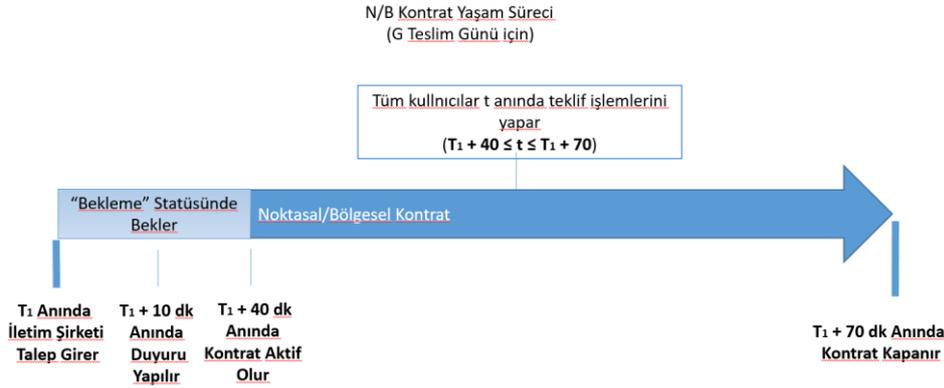


Figure 5: N/B Contract process

N/B KONTRAT YAŞAM SÜRECİ (G TESLİM GÜNÜ İÇİN )	N/B CONTRACT LIFE PROCESS (FOR G DELIVERY DAY)
TÜM KULLANICILAR T ANINDA TEKLİF İŞLEMLERİNİ YAPAR ( $T_1 + 40 \leq T \leq T_1 + 70$ )	ALL USERS (PARTICIPANTS) MAKE THEIR BIDDING TRANSACTIONS AT T.
BEKLEME STATÜSÜNDE BEKLER	WAITING IN STANDBY STATUS
NOKTASAL/BÖLGESEL KONTRAT	LOCAL/ZONAL CONTRACT
T1 ANINDA İLETİM ŞİRKETİ TALEP GİRER	T1 INSTANT TRANSMISSION COMPANY SUBMITS DEMAND AT T.
T1 + 10 DK ANINDA DUYURU YAPILIR	T1 + 10 MIN. INSTANT ANNOUNCEMENT AT T1+10 min
T1 +40 DK KONTRAT AKTİF OLUR	CONTRACT IS ACTIVATED AT T1+40min
T1 +70 DK ANINDA KONSTRAT KAPANIR	CONTRACT IS CLOSED AT T1+40min

- Local/Zonal (N/B) Contracts are contracts created as a result of being triggered by the Transmission Company users. These are contracts provided to ensure the Natural Gas supply-demand equilibrium for specific locations/zones.
- In this contract, BOTAŞ Transmission is the buyer or the seller. If BOTAŞ Transmission is the buyer, the market participants may only give a sales order and if BOTAŞ Transmission is the seller, the market participants may only give a bid order. For this reason, market participants (PK) cannot match with each other. BOTAŞ Transmission is a party to every match.
- Transactions carried out by the transmission company for N/B contracts are evaluated with "4" codes.

After the users of the transmission company trigger the creation of a Local/Zonal Contract, an automatic announcement is made on the system, the contract gains the Active status 30 minutes after the announcement, and stays open for 30 minutes.

### B. Order Process

All participants submit their orders for the specific contract. The price, quantity, order type, order direction, and status information is shown for all orders. The prices for the orders given on the STP are multiples of 0,25 TRY and the unit is TRY/1000 Sm<sup>3</sup>.

There are 3 types of orders:

- **Match and Remove (OEYE):** An order type where the portion that can match as of the time of the order is matched and the remaining portion (if any) is cancelled.
- **Standard (STD):** An order type where the order stays valid until the closing time of the contract. If no matches occur within this period, the order is removed with the closing of the contract.
- **Timed (SUR):** An order type where the order stays valid for a certain period. The order is removed at the end of the specified timeframe.

When entering orders for Local/Zonal contracts, in addition to the information above, the "Location" for which the order was given is also selected.

Order entries can be downloaded as a batch through "Order Entry" on the Home Page or using the "Import" button on the "Orders and Matches" page.

The version history information related to the orders can be found on the Home Page and within the "Orders and Matches" page.

### C. Matching Process

Orders submitted by the market participants are subjected to an evaluation and the suitable orders are matched by the matching engine. The order evaluation process can be summarized as follows:

- The order evaluation process starts as soon as the order is saved to database.
- The saves order is immediately matched with a suitable order if there is any, otherwise it is written on the order queue as a new order. Unmatched orders for each contract are written on the Serial Sales Order Queue or the Serial Bid Order Queue according to their prices and time priorities.
- The orders are matched within the framework of certain rules according to their price, quantity and order type.
- For bid or sales orders on the same price level, order prioritization is made according to the entry time of each order. The order which is entered first takes priority.

At the end of each match and when the order becomes invalid, the order status is changed.

#### Order Statuses

The statuses for the orders submitted by market participants are given in the table below.

Movement	Status	Order Status	Matching Status	Reason
Newly Created Order	Active	Active	Waiting for Match	New Order
Partially Matched Order	Partial Match	Realized	Partial Match	System
Updating the Partially Matched Order	Partial Match	Executed	Partial Match	User Movement
Contract Expiration of the Partially Matched Order	KEZA	Cancelled	Partial Match	Contract Lapse
Order Expiration of the Partially Matched Order	KEKI	Cancelled	Partial Match	Order Lapse
Cancellation of the Partially Matched Order by the User (Remaining Portion)	KEKI	Cancelled	Partial Match	User Movement
Updating the Order Waiting for a Match	Active	Active	Waiting for Match	User Movement
Contract Expiration of the Order Waiting for a Match	Lapsed	Cancelled	No Match	Contract Lapse
Order Expiration of the Order Waiting for a Match	Cancelled	Cancelled	No Match	Order Lapse
Cancellation of the Order Waiting for a Match	Cancelled	Cancelled	No Match	User Movement
Matching of the Order Waiting for a Match	Matched	Realized	Matched	System

## D. Settlement Process

Settlement procedures in the Natural Gas Market are evaluated on monthly periods. Settlement calculations are performed by EXIST using the BOTAŞ Transmission and TAKASBANK data and STP matches.

BOTAŞ Transmission sends EXIST user-based data as a result of the shippers' actual movements along the pipelines. This data contains the compiled version of the meter data owned by the relevant organization.

From TAKASBANK, information regarding the receivables and returns arising from previous periods, which will be reflected on the invoices of the participant before each settlement period, and the delay interest arising from these two items is obtained.

Another input for the settlement calculation are the transactions carried out by the participants in the STP. Payments related to these transactions are processed as advance payments on a gas-day basis, however invoicing takes places at the end of the month.

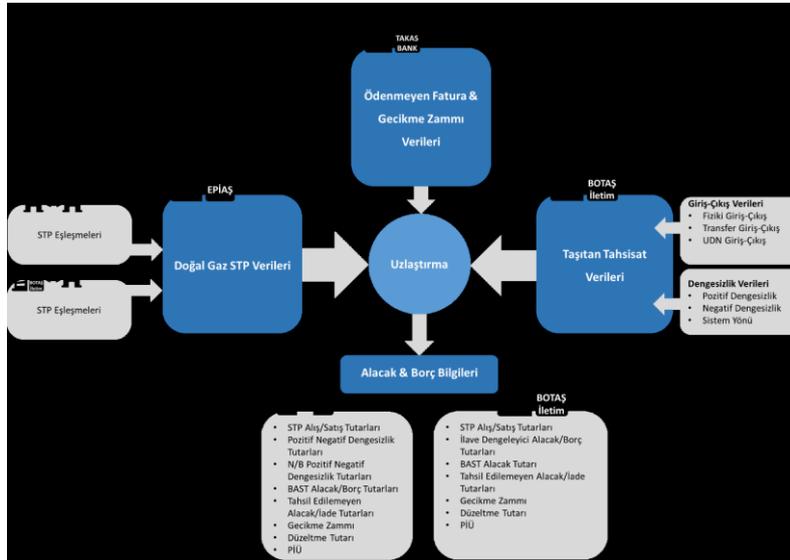


Figure 6: Overview of the Settlement Inputs and Outputs

ÖDENMEYEN FATURA& GECİKME ZAMMI VERİLERİ	UNCLEARED PAYMENT&LATE FEE DATA
STP EŞLEŞMELERİ	STP MATCHES
DOĞAL GAZ STP VERİLERİ	NATURAL GAS STP DATA
ALACAK&BORÇ BİLGİLERİ	CREDIT & DEBT INFORMATION
STP ALIŞ/SATIŞ TUTARLARI	STP PURCHASE/SALES AMOUNTS
POZİTİF NEGATİF DENGESİZLİK TUTARLARI	POSITIVE NEGATIVE BALANCE AMOUNTS
N/B POZİTİF NEGATİF DENGESİZLİK TUTARLARI	L/Z POSITIVE NEGATIVE IMBALANCE AMOUNTS
BAST ALACAK/BORÇ TUTARLARI	BAST CREDIT&DEBT BALANCE
TAHSİL EDİLEMİYEN ALACAK/İADE TUTARLARI	UNCOLLECTIBLE ACCOUNTS RECEIVABLE/REIMBURSEMENT
GEÇİKME ZAMANI	DELAY TIME
DÜZELTME TUTARI	ADJUSTMENT AMOUNT
PİÜ	MARKET OPERATION FEE

STP ALIŞ/SATIŞ TUTARLARI	STP PURCHASE/SALES AMOUNTS
İLAVE DENGELEYİCİ ALACAK/BORÇ TUTARLARI	ADDITIONAL BALANCING CREDIT &DEBT BALANCE /DEBT AMOUNTS
BAST ALACAK TUTARI	BAST CREDIT BALANCE
TAHSİL EDİLEMİYEN ALACAK/İADE TUTARLARI	UNCOLLECTIBLE ACCOUNTS RECEIVABLE/REIMBURSEMENT AMOUNTS
GECİKME ZAMANI	DELAY TIME
DÜZELTME TUTARI	ADJUSTMENT AMOUNT
PİÜ	MARKET OPERATION FEE
TAŞITAN TAHSİSAT VERİLERİ	SHIPPER ALLOCATION DATA
GİRİŞ ÇIKIŞ VERİLERİ	INPUT OUTPUT DATA
FİZİKİ GİRİŞ ÇIKIŞ	PHYSICAL INPUT OUTPUT
TRANSFER GİRİŞ ÇIKIŞ	TRANSFER INPUT OUTPUT
UDN GİRİŞ ÇIKIŞ	UDN INPUT OUTPUT
DENGESİZLİK VERİLERİ	IMBALANCE DATA
POZİTİF DENGESİZLİK	POSITIVE UNBALANCE
NEGATİF DENGESİZLİK	NEGATIVE UNBALANCE
SİSTEM YÖNÜ	SYSTEM DIRECTION

In order to begin performing the settlement calculations in relation to a month that ended, the data pertaining to the relevant month must be uploaded. BOTAŞ Transmission notifies EXIST about the data regarding the shippers within the timeframe given, via the Web Service. During the same time, TAKASBANK sends EXIST the information including Uncollectible accounts receivable and the Late Fee and the Delay Interest related to such receivables.

After the completion of the process for Data Upload, EXIST's authorized users check related to the data that arrived within the scope of the " preaudit " process. After the preaudit have been completed, if it is revealed that the Settlement Calculation will not be possible, the parties are given a time extension to upload the data. After the completion of these steps, EXIST's authorized users trigger the Settlement Calculation. They check on the results and share the same with all users.

After evaluating the objections from the users and completing the settlement calculations, the process continues with the Finance Unit checks. After the Finance unit checks, it submits the calculated amounts to TAKASBANK via the Web Service, TAKASBANK checks through the screens whether the data was sent correctly, and completes the Finance Checks Process. Following the approval of the Finance Unit, the Settlement Notice is finalized. With the finalization, the Settlement Notice becomes the "Notice That Forms The Basis of the Invoice". Invoice payments are made based on these amounts.

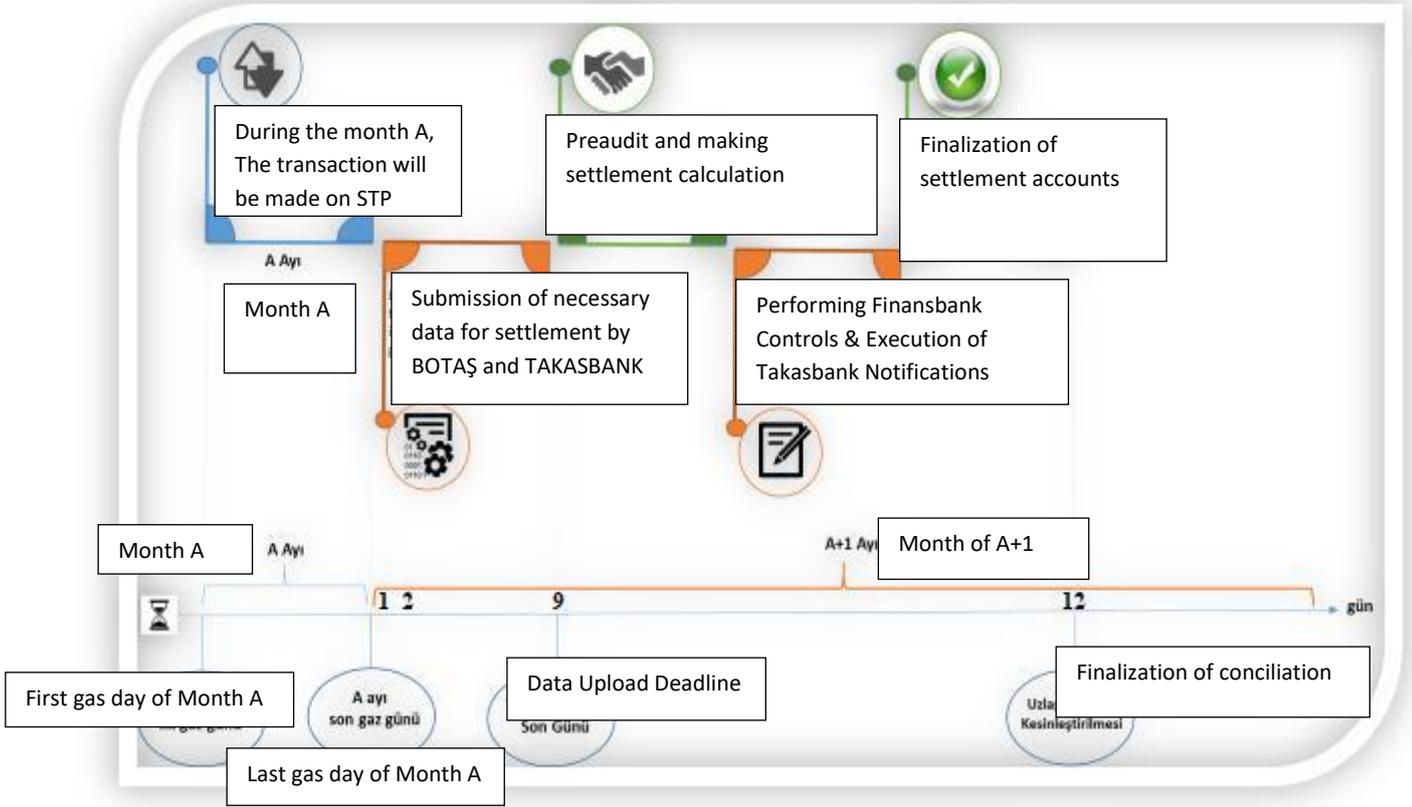


Figure 7: Settlement Process Flow

The process flow for the Settlement Process can be summarized under the following items:

1. Defining the Settlement Period in System
2. BOTAŞ Transmission Sending the Latest Allocation Data
3. Obtaining Uncleared Payment & Late Fee Data from TAKASBANK
4. Entering the Adjustment and Uncollectible accounts receivable/Reimbursement Amounts For the Previous Periods
5. Settlement Preaudit
6. Settlement Calculations
7. Making the Settlement Notice Available For the Participants
8. Performing Finance Checks and TAKASBANK Notification
9. Transforming the Settlement Notice into the "Notice That Forms The Basis of the Invoice"

Start	
The settlement period status is defined by the system as "Open".	When the Data Upload Status is "Open", the "Latest allocation Data" is uploaded into the system.
Adjustment Item and Uncollectible accounts receivable/Reimbursement Amounts nmounts for the previous periods are entered.	On the first business day of the month, the late fee" and uncleared payment information is obtained from TAKASBANK.
Settlement preaudit are run after being triggered by the authorized user.	Settlement Calculations are run after being triggered by the authorized user.
Finance Checks and Takasbank Notification is performed.	The Settlement Notice is made available to the participants.
Settlement is Finalized and Transformed into the " Notice That Forms The Basis of the Invoice".	
End	

## SCREENS

### 1. MARKET REGISTRATION PROCEDURE SCREENS

#### 1.1. Initiating the Registration Procedures

*Figure-1.1: EXIST website home page screen*

- 1-** Go to the EXIST Home Page through the address [www.epias.com.tr](http://www.epias.com.tr).
- 2-** At the top menu on the home page, Default menus for Electricity Market will appear. When you click on the tab "NATURAL GAS MARKET", the menus will change as Natural Gas Market menus.
- 3-** Click on the "MARKET REGISTRATION" menu.
- 4-** Select the "Online Registration Form" from the drop-down menu.

## 1.2. Submitting an Application Through the Online Registration Screen

<b>Kayıt Dönemi</b> Katılım Tipi Seçiniz	<b>Lisans Bilgileri *</b> + Lisans Ekle
<b>Kayıt Dönemi</b> Kayıt Dönemi Seçiniz.	
<b>Piyasa Katılımcı Bilgileri</b> EPIAŞ Tekil ID * Organizasyon Adı * Adres * Posta Kodu * Şehir * İlçe * Telefon * Telefon 2 Fax * KEP Adresi * Web Adresi	<b>Vergi Bilgileri</b> Vergi Dairesi * Vergi No * İrtibat Sorumlu Bilgileri Sorumlu Ad * Sorumlu Soyad * Sorumlu Telefon * Sorumlu E-Posta * Sorumlu TC Kimlik Numarası * Güvenlik Doğrulaması * <input type="checkbox"/> Ben robot değilim reCAPTCHA Gizlilik - Şartlar * ile işaretlenmiş alanlar zorunlu alanlardır.
	<b>Kaydet</b>

Figure-1.2: Online Registration screen

### 1.2.1. Registration Period

<b>Kayıt Dönemi</b> Katılım Tipi Seçiniz	1
<b>Kayıt Dönemi</b> Kayıt Dönemi Seçiniz.	2

Figure-1.3: Online Registration Screen, Registration Period Section

KAYIT DÖNEMİ	REGISTRATION PERIOD
KATILIM TİPİ SEÇİNİZ	SELECT TYPE OF PARTICIPATION
KAYIT DÖNEMİ	REGISTRATION PERIOD
KATILIM TİPİ SEÇİNİZ	SELECT TYPE OF PARTICIPATION

- 1- Select "System User" only for the settlement of imbalances or "Market Participant" in order to access the STP and carry our market transactions in addition to the settlement of imbalances as the "Participation Type" from the list.
- 2- Select the Registration Period pertaining to the transaction from the list as YYYY.

### 1.2.2. Market Participant Information

**Piyasa Katılımcı Bilgileri**

EPIAŞ Tekil ID \* 1

Organizasyon Adı \* 2

Adres \* 3

Posta Kodu \* 4

Şehir \* 5

İlçe \* 6

Telefon \* 7

Telefon 2 8

Fax \* 9

KEP Adresi \* 10

Web Adresi 11

PİYASA KATILIMCI BİLGİLERİ	MARKET PARTICIPANT INFORMATION
EPIAŞ TEKİL ID	EPIAŞ SINGLE ID
ORGANİZASYON ADI	ORGANIZATION NAME
ADRES	ADDRESS
POSTA KODU	ZIP CODE
ŞEHİR	CITY
İLÇE	DISTRICT:
TELEFON	TELEPHONE
FAX	FAX
KEP ADRESİ	KEP ADDRESS
WEB ADRESİ	WEB ADDRESS

Figure-1.4: Online Registration Screen, Market Participant Information Section

- 1- The ENTSO code generated by EXIST, which is unique for each shipper and identifies the organization in market transactions.
- 2- The full name of the organization, as specified on the Trade Registry Gazette.
- 3- Enter the full address of the organization. The address information to be entered in this field will also be considered as the correspondence address.
- 4- Enter the ZIP Code of the address specified on step 3.
- 5- Select the city from the list.
- 6- Select the county from the list.
- 7- Enter an active phone number which can be reached for the organization.
- 8- Enter a 2nd (second) active phone number which can be reached for the organization. This is not a mandatory field.
- 9- Enter an active fax number which can be reached for the organization.
- 10- Enter the organization's KEP address.
- 11- Enter the organization's web address.

Fields marked with \* are mandatory.

### 1.2.3. License Information

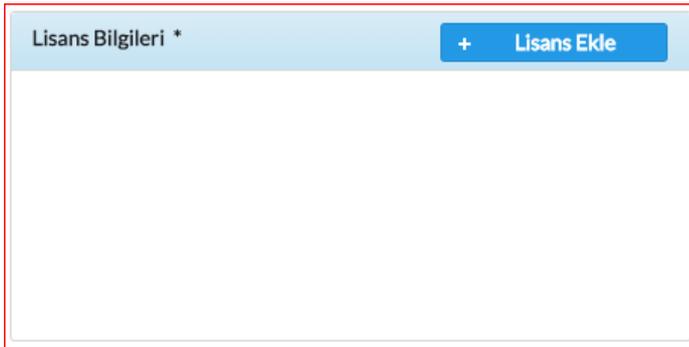
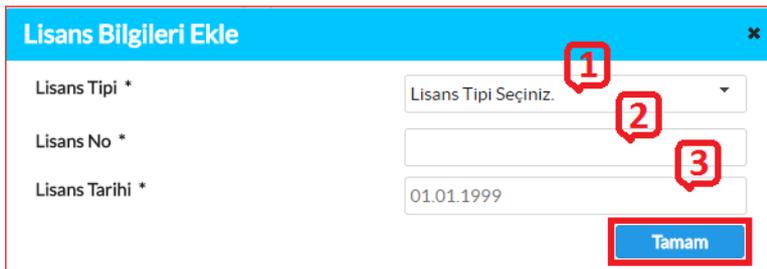


Figure-1.5: Online Registration Screen, License Information Section

LİSANS BİLGİLERİ	LICENSE INFORMATION
LİSANS EKLE	ADD LICENSE

To register the License Information for the organization, click the [Add License] button under the License Information section on the screen. An "Add License Information" pop-up, as shown in Figure-1.6, opens in the screen.



LİSANS BİLGİLERİ	LICENSE INFORMATION
LİSANS EKLE	ADD LICENSE

Figure-1.6: Add License Information Pop-Up screen

- 1- Select License Type from the list.
- 2- Enter the number for the relevant license obtained from the EMRA.
- 3- Enter the date of the license, in DD.MM.YYYY format.
- 4- Finish the procedure by clicking the [OK] button.

All fields are mandatory.

#### 1.2.4. Tax Information

### Vergi Bilgileri

Vergi Dairesi \* 1

Vergi No \* 2

Figure-1.7: Online Registration Screen, Tax Information Section

VERGİ BİLGİLERİ	TAX INFORMATION
VERGİ DAİRESİ	TAX OFFICE
VERGİ NO	TAX ID

- 1- Enter the name of the Tax Office which pertains to the organization.
- 2- Enter the 10-digit Tax No for the organization.

All fields are mandatory.

#### 1.2.5. Communications Officer Information

### İrtibat Sorumlu Bilgileri

Sorumlu Ad \* 1

Sorumlu Soyad \* 2

Sorumlu Telefon \* 3

Sorumlu E-Posta \* 4

Sorumlu TC Kimlik Numarası \* 5

Figure-1.8: Online Registration Screen, Communications Officer Information Section

İRTİBAT SORUMLU NO	CONTACT PERSON NO
SORUMLU AD	RESPONSIBLE NAME
SORUMLU SOYAD	RESPONSIBLE SURNAME
SORUMLU TELEFON	RESPONSIBLE PHONE
SORUMLU E POSTA	RESPONSIBLE E-MAIL
SORUMLU TC NO	RESPONSIBLE TR ID NO

- 1- Enter the Name of the communications officer assigned by the organization.
- 2- Enter the Surname of the communications officer assigned by the organization.
- 3- Enter the Phone Number of the communications officer assigned by the organization.
- 4- Enter the E-mail address of the communications officer assigned by the organization.
- 5- Enter the T.R. ID Number of the communications officer assigned by the organization.

All fields are mandatory.

#### 1.2.6. Security Verification

**Güvenlik Doğrulaması \***

Ben robot değilim



reCAPTCHA  
Gizlilik - Şartlar

Kare  
kutucuk  
tıklanır

\* ile işaretlenmiş alanlar zorunlu alanlardır.

GÜVENLİK DOĞRULAMASI	SAFETY VERIFICATION
BEN ROBOT DEĞİLİM	I AM NOT A ROBOT
KARE KUTUCUK TIKLANIR	CLICK THE SQUARE BOX

**Güvenlik Doğrulaması \***

Ben robot değilim



reCAPTCHA  
Gizlilik - Şartlar

Yeşil  
"TİK"  
görülür

\* ile işaretlenmiş alanlar zorunlu alanlardır.

Figure-1.9: Security Verification screen

It is mandatory to carry out a security verification.

It is assumed that all fields have been completed. After confirming the accuracy of the information, complete the procedure by clicking the [Save] button on the bottom right corner of the screen. This completes the Registration Procedure and submits the saved information to the EXIST Admin page for approval.

### 1.3. Viewing the Organization's Registration Information on the STP

This is the screen where the users view the registration information of their own organization.

Figure-1.10: Organization Registration Information screen

- 1- Select the registration year from the "Registration Period" Combo Box at the top. Click the [QUERY] button to perform a query. The grey field under the Registration Period shows the Organization's current registered year and approval status. This field is not clickable.
- 2- In the "Organization Information" field, the information filled out by the organization on the Online Registration Form can be viewed.
- 3- For the updates to be performed in the "Organization Manager Information" and "Communications Officer Information" field, click the [Edit] link. This directs the user to the EKYS system in a new tab. The required information can be updated and saved on the EKYS system.
- 4- This is the field where information pertaining to the users' own organization is displayed. On the "Document" column, the names of the documents requested by the Market Operator during the registration process are shown.
- 5- "Status" column shows whether or not the relevant document is uploaded into the system correctly.
- 6- Clicking on the document in the "Uploads" column will display the required document in the browser, in a new tab and in PDF format. The document then can be downloaded in PDF format by clicking the [Download] icon at the end of the line.
- 7- The "Transaction History" field is closed by default. This can be opened or closed using the [+] and [-] icons at the edge of the page. The users may view transactions relating to their own organization. The transactions performed by the EXIST Admin users are displayed with the "System" user name. An example of the "Transaction History" is shown in Figure-1.11.

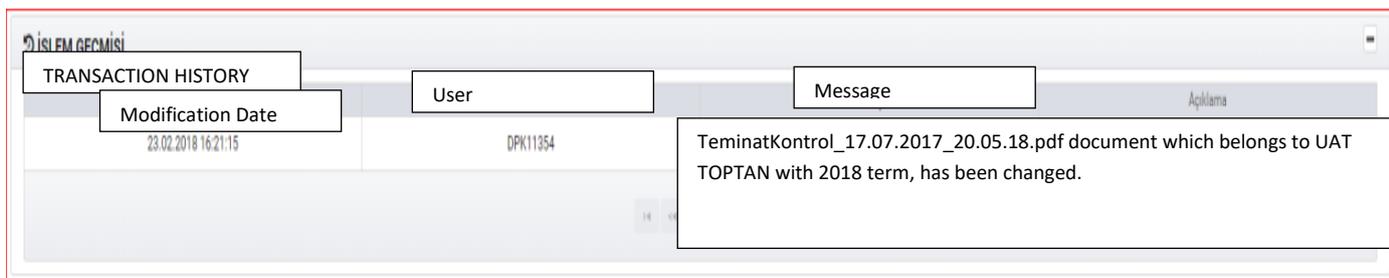


Figure-1.11: Appearance of the Transaction History menu when open

### 1.4. User Settings on the EKYS (EXIST ID Management System)

Shippers will be able to manage their user transactions through the EXIST EKYS. With the EKYS, all of the directly user-oriented management fields such as user information and the management of this information, user limit actions, user authorization and authorization group procedures, user preferences etc. are gathered in one place.

#### 1.4.1. Creating A Permanent User Password

A system mail including the following information will be sent to the Organization Admin (PKAdmin) user of an organization who completed the registration processes on EXIST;

- The user name to be used by them to access the system
- Information that the temporary password has been created and sent to them via SMS
- The link to the password creation page to be accessed to create their new password

When this link is clicked, the Create a Permanent Password screen (Figure-1.12) will appear and the users will then define their new passwords through this screen.

The screenshot shows the 'Create a Permanent Password' screen. It includes the EXIST logo, a progress bar for password strength (0%), a checkbox for 'Ben robot değilim' (I am not a robot), and a reCAPTCHA logo. The input fields are labeled 'Kullanıcı Adı', 'Şifre', 'Yeni Şifre', and 'Şifre(Tekrar)'. A blue 'Kaydet' button is at the bottom.

Figure-1.12: Create a Permanent Password screen

- 1- The "User Name" field will be filled out automatically.
- 2- Enter the temporary password sent by the EKYS in the "Password" field.
- 3- Enter the real password in the "New Password" field.
- 4- Enter the password you entered in the New Password field again in the "Password (Again)" field.
- 5- Pass the "Captcha" check.
- 6- Click the "Save" button.

The E-Mail "Your permanent password has been created by the EKYS" will be sent.

Users whose TR ID No. information is inaccurate will not be able to create a password during the online registration procedures, unless they edit and correct their TR ID No. information. These users must contact the EXIST Registration division and verify their TR ID No.

**WARNING: If the users do not change their temporary password, they will not attain the "Approved" status and will not be able to carry out any transactions.**

#### 1.4.2. EKYS User Login

Users who replaced their temporary password and attained the "Approved" status after logging in to the "User Login" screen through the address "<http://ekys.epias.com.tr>" will be able to access the EKYS screens by logging in with the User Name that was notified to them via mail and the new password that they created (Figure-1.13).

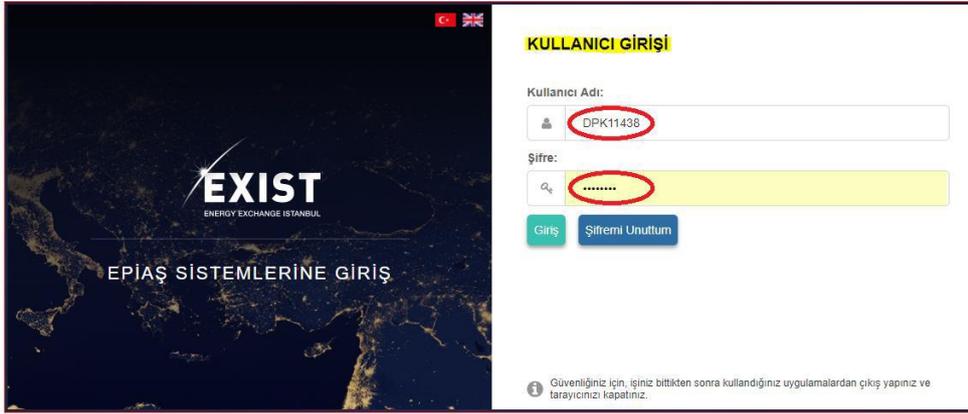


Figure-1.13: EKYS User Login screen

### 1.4.3. PKAdmin Screen (DashBoard)

The shippers will see the screen shown in Figure-1.14 when they log into the EXIST ID Management System.

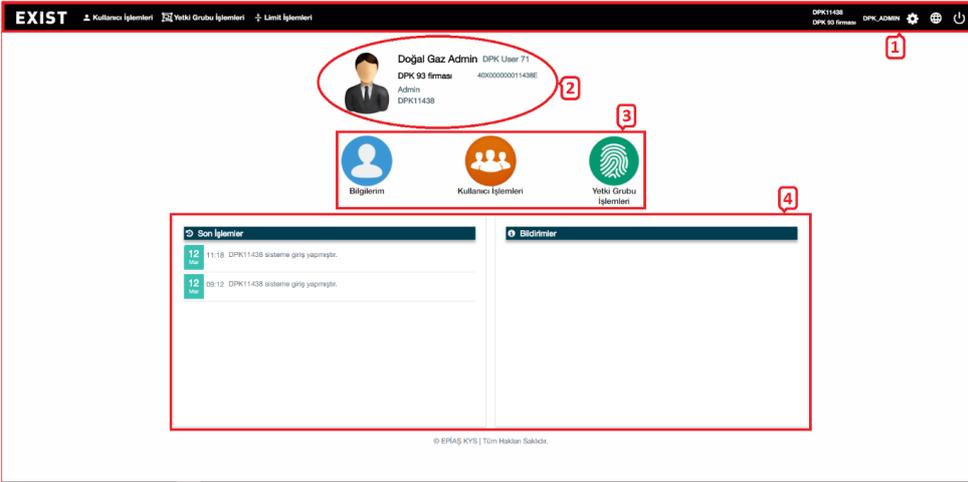


Figure-1.14: EKYS Admin screen

#### 1.4.3.1. Menu and Top Banner Field

The organization's Admin user will be able to view the following menu elements under the Menu (Figure-1.15).



Figure-1.15: Menu and Top Banner

- 1- "User Transactions" menu includes;
  - My Information
  - List Users
- 2- "Authorization Group Procedures" menu includes;
  - "Org.Short.Name" Authorizations and Authorization Groups
- 3- "Limit Actions" menu includes;

- User Limit Actions.
- 4- "Organization's Name" and "Organization's Short Name" are displayed.
  - 5- "User Name" who is logged into the system by the organization is displayed.
  - 6- Clicking the "Preferences" button will open the screen shown in Figure-1.16. The required changes can be made in the "Change Profile Picture", "Change Password", and/or "User Communication Preferences" fields. SMS and E-mail notification requests related to the transactions carried out in the STP are selected on this screen. Clicking on the [Save] button will finish the changing procedure.
  - 7- Clicking on the "Language" button will display the options of "Turkish" and "English" on the screen. The preferred language can be selected here.
  - 8- You can exit from the screen by clicking the "Quit" button.

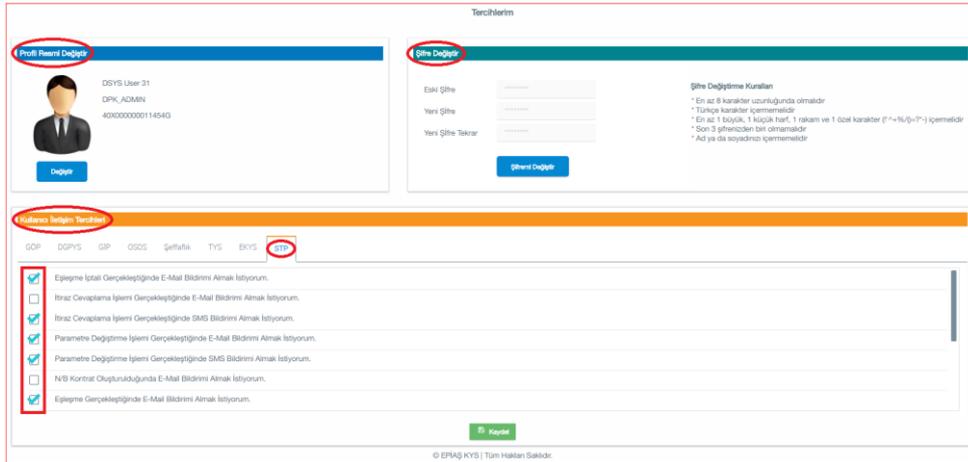


Figure-1.16: "Preferences" screen

#### 1.4.3.2. User Summary Information Field

The top middle part of the screen includes the user summary information field. The following fields are displayed within the summary information (Figure-1.17).

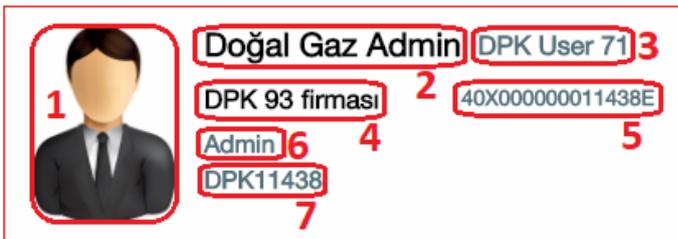


Figure-1.17: User Summary Information field

- 1- "User Icon" can be changed from the "Preferences" section and used by the users in the EKYS.
- 2- "User Type" displays the type of the user who is connected to the organization. E.g. Organization Admin
- 3- "User Name Surname" is the real name of the user.
- 4- "Organization's Short Name" is the short name of the organization to which the user is connected.
- 5- "Organization's ENTSO Code" is the ENTSO code of the organization to which the user is connected.
- 6- "Duty" is a distinctive attribute that can be entered by the user on the EKYS. E.g. xyz Specialist

7- "User Name" is the user name that is being used and will be used by the user on the EXIST systems.  
E.g.: DPK123

#### 1.4.3.3. Shortcut Buttons

In the middle of the screen, there are functional shortcut buttons (Figure-1.18), these buttons, for the Organization Admin user, consist of the following;



Figure-1.18: Shortcut buttons

- My Information: Directs the user to the screen where they can display their own detailed information.
- User Transactions: Directs the user to the list sub-users screen.
- Authorization Group Procedures: Directs the user to the screen where the authorization group procedures of the organization will be carried out.

#### 1.4.3.4. Last Transactions / Notifications

Under the shortcut buttons, the Last Transactions and Notifications fields are displayed (Figure-1.19).

- Last Transactions: A list of the latest transactions carried out by the user within that day. These are listed with the relevant day, month, hour, minutes and transaction information.
- Notifications: A list of the notifications received by the user within that day. These are listed with the relevant day, month, hour, minutes and notification information.



Figure-1.19: "Last Transactions" and "Notifications" field

#### 1.4.4. User Transactions - My Information Screen

There are two ways to access the My Information screen (Figure-1.20):

1. Menu -> User Transactions -> My Information
2. PKAdmin DashBoard -> My Information Button

User Operation / Authorization Group Transactions / Limit Transactions

EXIST Kullanıcı İşlemleri Yetki Grubu İşlemleri Limit İşlemleri DPK11354 UAT TOPTAN DPK\_ADMIN ⚙️ 🌐 🔌

User Operation / My Information

**User Information**

Organization: UAT TOPTAN  
 ETSOENTSO Code: 40X...  
 Mission: Admin  
 User Name: DPK11354  
 Name Surname: UAT TOPTAN  
 TCKN:  
 Phone:  
 E-mail:  
 Status: Confirmed  
 Organization Executive:  
 Finance Executive:

**Yetki Grupları**

STP	DPK11354_STP_ADMIN	i
EKYS	DPK11354_EKYS_ADMIN	i

**Authorization Groups**

STP  
EKYS

**Organizasyona Bağlı Kullanıcılar**

Kiilerde Ara

	UAT TOPTAN Admin	DPK11354
	MUSTAFA GÜZEL ALT KULLANICI	TMG

**Users Related to Organiz**

...

(1 of 1) << < 1 > >>

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Figure-1.20: "User Transactions-My Information" screen

"My Information" screen to be displayed by all types of users consists of 3(three) fields;

- 1- User Information
- 2- Authorization Groups
- 3- Users Who are Connected to the Organization

#### 1.4.4.1. User Information

This is the section where the user can view and update their own information.

**Kullanıcı Bilgileri**

1 Organizasyon: UAT TOPTAN

2 ETSO Kodu: 40X000000011354K

3 Görev:

4 Kullanıcı Adı: DPK11354

5 Ad Soyad: UAT TOPTAN

6 TCKN:

7 Telefon: +90 5..

8 E-Posta:  @  .

9 Statü: Onaylı

10 Organizasyon Sorumlusu:  11 Finans Sorumlusu:

12  13

Figure-1.21: "User Information" field

KULLANICI BİLGİLERİ	USER INFORMATION
ORGANİZASYON	ORGANIZATION
ETSO KODU	ETSO CODE
UAT TOPTAN	UAT WHOLESALE
GÖREV	POSITION
KULLANICI ADI	USER NAME
AD SOYAD	NAME/SURNAME
TCKN	TR ID
TELEFON	TELEPHONE
E-POSTA	E-MAIL
STATÜ	STATUS
ORGANİZASYON SORUMLUSU	ORGANIZATION SUPERVISOR
FİNANS SORUMLUSU	FINANCE OFFICER
GEÇİCİ ŞİFRE GÖNDER	SEND TEMPORARY PASSWORD
DÜZENLE	EDIT
ONAYLI	APPROVED

- 1- "Organization" is the full name of the organization to which the user is connected.
- 2- "ETSO Code" is the ETSO code of the organization to which the user is connected.
- 3- "Duty" is a distinctive attribute that can be entered by the user on the EKYS. E.g. xyx Specialist
- 4- "User Name" is the user name that is being used and will be used by the user on the EXIST systems.  
E.g.: DPK123
- 5- "Name and Surname" is the real name and surname of the user.
- 6- "TRIDN" is the TR ID Number of the user. This has to be filled out correctly during the update procedures.
- 7- "Phone" is the mobile phone number of the user, through which the user can be reached, to be used for information and approval procedures where necessary.
- 8- "E-Mail" is the E-Mail address of the user, to be used for information and approval procedures where necessary.
- 9- "Status" is the user's status (Pending Approval, Approved, Suspended, Deleted)
- 10- "Organization Officer" indicates whether or not the user is the person responsible in the organization to which the user is connected. This is the first contact person for EXIST in any situation and is listed in the STP. Unless changed later, the user who has registered as the Organization Admin is also considered as the Organization Officer.
  - An organization must always have an organization officer.
  - Only one person can be the organization officer in an organization.
- 11- "Finance Officer", indicates whether or not the user is the person responsible for finance in the organization to which the user is connected. This is the first contact person for EXIST in any financial matters and is listed in the STP.

**12-** When the "Send Temporary Password" button is clicked, a system warning is displayed on the screen (Figure-1.22). Click the [X] button to cancel and click the [✓] button to proceed and complete the procedure.



Figure-1.22: System warning to send a temporary password

GEÇİCİ ŞİFRE GÖNDERİM ONAYI	PROVISIONAL PASSWORD SUBMISSION CONFIRMATION
DPK USER 71 İSİMLİ KULLANICIYA GEÇİCİ ŞİFRE GÖNDERMEK İSTEDİĞİNİZE EMİN MİSİNİZ?	ARE YOU SURE YOU WANT TO SEND A PROVISIONAL PASSWORD TO DPK USER 71?

**13-** "Edit" button is the function to be used by the user to update their personal information. When the Edit button is clicked, only the "Duty", "TRIDN", "Phone" and "E-Mail" sections will be available for editing. When the [Edit] button is clicked, a system warning is shown on the screen (Figure-1.23). Click the [✓] button to proceed. Make the necessary changes. Click the [X] button to cancel, and complete the procedure by clicking the [Save] button (Figure-1.24).

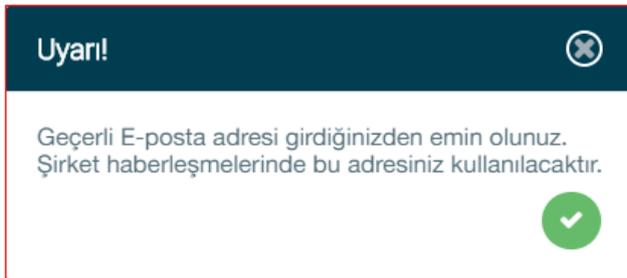


Figure-1.23: System warning

GEÇERLİ E-POSTA ADRESİ GİRDİĞİNİZE EMİN OLUNUZ. ŞİRKET HABERLEŞMELERİNDE BU ADRESİNİZ KULLANILACAKTIR.	MAKE SURE YOU ENTER A VALID EMAIL ADDRESS. THIS ADDRESS WILL BE USED IN COMPANY CORPORATIONS.
---	--

Kullanıcı Bilgileri

Organizasyon: DPK 4 firması

ETSO Kodu: 40X000000011439C

**Görev:** Admin

Kullanıcı Adı: DPK11439

Ad Soyad: DPK User 53

**TCKN:** 00000000000

**Telefon:** +90 5.. 1234567

**E-Posta:** abc@epias.com.tr

Statü: Onaylı

Organizasyon Sorumlusu:  Finans Sorumlusu:

İptal Et ✕
Kaydet 💾

Figure-1.24: "Edit" user information screen

ORGANİZASYON	ORGANIZATION
ETSO KODU	ETSO CODE
GÖREV	POSITION
KULLANICI ADI	USER 'S NAME
TCKN	TR ID
TELEFON	TELEPHONE
E-POSTA	E-MAIL
STATÜ	STATUS
ORGANİZASYON SORUMLUSU	ORGANIZATION SUPERVISOR
FINANS SORUMLUSU	FINANCE OFFICER

#### 1.4.4.2. Authorization Groups

This is the section where the user can list the authorization groups given to them for the applications for which the user is authorized to carry out transactions, and view the respective authorizations in such authorization groups (Figure-1.25).

Yetki Grupları

<b>EKYS</b>	DPK11445_EKYS_ADMIN <span style="float: right; color: white;">i</span>
<b>STP</b>	DPK11445_STP_ADMIN <span style="float: right; color: white;">i</span>

1
2

Figure-1.25: "Authorization Groups" field

YETKİ GRUPLARI	AUTHORIZATION GROUPS
EKYS	EKYS
STP	STPSTPSTP
DPK11445_EKYS_ADMIN	DPK11445_EKYS_ADMIN
DPK11445_STP_ADMIN	DPK11445_STP_ADMIN

- 1- Shows the applications for which the user is authorized to carry out transactions.
- 2- Lists the authorization groups within the applications listed. When the authorization groups are clicked on here, a window that shows the respective authorizations within the relevant authorization group will appear (Figure-1.26).

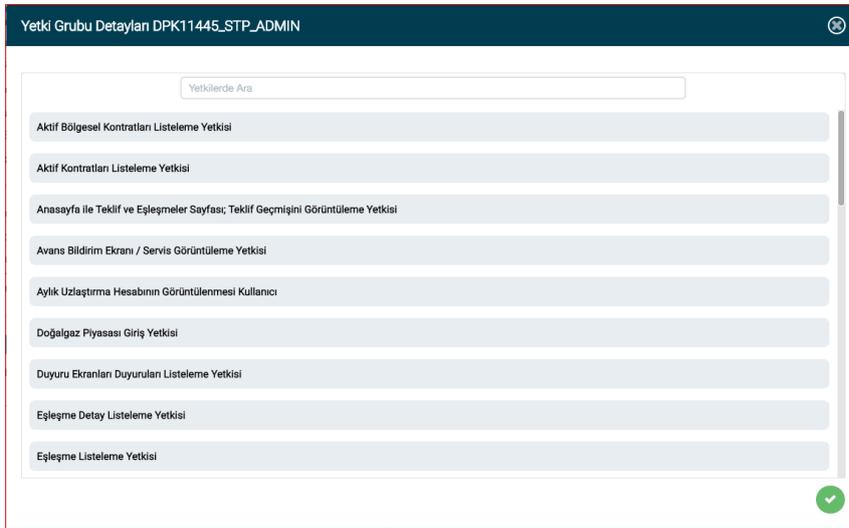


Figure-1.26: Authorization Group details

AKTİF BÖLGESEL KONTRATLARI LİSTELEME	LIST ACTIVE REGIONAL CONTRACTS
AKTİF KONTRATLARI LİSTELEME YETKİSİ	AUTHORIZATION TO LIST ACTIVE CONTRACTS
ANASAYFA İLE TEKLİF VE EŞLEŞMELER SAYFASI: TEKLİF GEÇMİŞİNİ GÖRÜNTÜLEME YETKİSİ	BIDDING AND MAPPING PAGE WITH HOMEPAGE: AUTHORIZATION TO VIEW BIDDER HISTORY
AVANS BİLDİRİM EKRANI/ SERVİS GÖRÜNTÜLEME YETKİSİ	ADVANCE INFORMATION DISPLAY/ SERVICE DISPLAY AUTHORITY
AYLIK UZLAŞTIRMA HESABININ GÖRÜNTÜLENMESİ KULLANICI	VIEW MONTHLY RECONCILIATION ACCOUNT USER
DOĞALGAZ PIYASASI GİRİŞ YETKİSİ	NATURAL GAS MARKET ENTRY AUTHORITY
DUYURU EKRANLARI DUYURULARI LİSTELEME YETKİSİ	NOTICE SCREENS ANNOUNCEMENTS LIST AUTHORITY
EŞLEŞME DETAY LİSTELEME YETKİSİ	MAPPING DETAIL LIST AUTHORIZATION
EŞLEŞME LİSTELEME YETKİSİ	MAPPING LIST AUTHORIZATION

### 1.4.4.3. Users Connected to the Organization

This is the section designed for the Organization Admin user, located on the right of the "My Information" screen, which contains the list of sub-users who are connected to the organization. This section, which was designed as a user-friendly feature is used to find a user directly without going to the "List users" screen (Figure-1.27).

- With the "Search Box" in the list of users who are connected to the organization, searches can be carried out according to "Name-Surname", "Duty" and "User Name".
- When you click on a user who is included in the list of users who are connected to the organization, you will access the detailed screen for the relevant user.
- Only the users who have "Approved" status will be listed in the list of users who are connected to the organization. To list and display users of a different status, use the "List Users" screen.

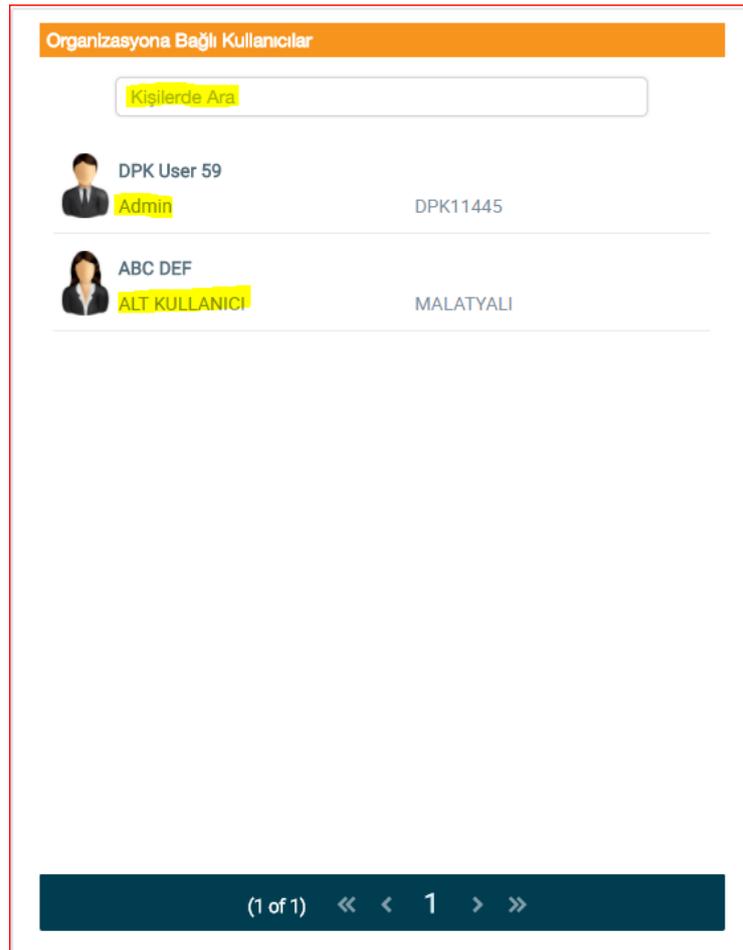


Figure-1.27: "Users Connected to the Organization" screen

ORGANİZASYONA BAĞLI KULLANICILAR	USERS CONNECTED TO ORGANIZATION
DPK USER 99	DPK USER 99
ABC DEF	ABC DEF
ADMIN	ADMIN
ALT KULLANICI	SUB-USER
MALATYALI	MALATYALI

#### 1.4.5. User Transactions / List Users

This is the screen which will enable the user to carry out a more detailed search for other users who are connected to the organization to which the user is also connected (Figure-1.28).

User Operation / Authorization Group Transactions / Limit Transactions

DPK11445  
DPK 44 firması

User Operations / List User

**User Information**  
User Name:  
Name Surname: Enter Name / Enter Surname  
TCKN:  
Phone:

**User Status**  
Pending Approval / Approved  
Pending / Deleted

**Authorization Groups**  
Select Authorization Group

**User Type**  
Administrator User  
Executive Finance Executive

Kullanıcı Adı	TCKN	Ad	Soyad	Telefon	Statü	Görev	Kullanıcı Tipi
User Name / TCKN	/ Name / Surname /	Phone /	Status /	Position /	User Type		
DPK11445 / 66685055438	DPK / User 59	905389814026	Approved	Admin	Natural Gas PK Executive		
EXCHANGE / 25172432152	ASD / QWERT	905332851338	Pending Approval	ENGINEER	Natural Gas PK User		
MALATYALI / 25172432152	ABC / DEF	905332851338	Approved	DOWNSTREAM USER PK and Finance Executive			

(1 of 1) << < 1 >> >> 10

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Figure-1.28: "List Users" screen

When the "List Users" screen is accessed, all users of the organization who are registered in the system are listed by Default. If there are multiple users, enter the required criteria by selecting one or more of the filtering options shown in Figure-1.28. Click the [Filter] button. The system performs the filtering operation based on the criteria entered by the user.

- 1- Filtering options according to User Information
- 2- Filtering options according to User Status
- 3- Filtering options according to User Type
- 4- Filtering options according to Authorization Groups
- 5- "Filter" button

6- User list that appears on the screen after the filtering operation

7- Click on the [+] button to open the "Add New Sub-User" window (Figure-1.29). Enter the information for the Sub-User to be created in the relevant fields in the window. Click the "Create User" button. If the information has been entered correctly, the "Operation Successful" system message appears on the screen (Figure-1.30). Click the [✓] button to complete the "Add New Sub-User" procedure for the organization. A "Temporary Password" is sent to the phone of the user who is newly defined by the system via SMS. The status of the new user will appear as "Pending Approval" in the system. With the first successful login to the system using the temporary password, the status automatically becomes "Approved".

Figure-1.29: "Add New Sub-User" field

YENİ ALT KULLANICI EKLE	ADD NEW SUB-USER
ORGANİZASYON	ORGANIZATION
KULLANICI TİPİ	USER TYPE
CİNSİYET	SEX
GÖREV	POSITION
KULLANICI ADI	USER NAME
ADI	NAME
SOYADI	SURNAME
TCKNN	TR ID
TELEFON	TELEPHONE
E POSTA	E-MAIL
BAY	MR.
BAYAN	MRS.
MÜHENDİS	ENGINEER
EXCHANGE	EXCHANGE
KULLANICI OLUŞTUR	CREATE USERS
İLE İŞARETLİ ALANLARIN DOLDURULMASI ZORUNLUDUR	REQUIRED FIELDS ARE MANDATORY.

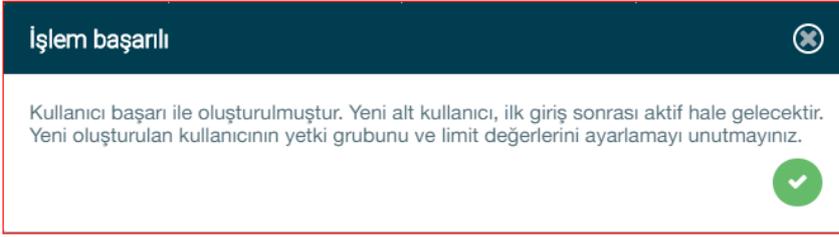


Figure-1.30: "Operation Successful" system message

KULLANICI BAŞARI İLE OLUŞTURULMUŞTUR. YENİ ALT KULLANICI İLK GİRİŞ SONRASI AKTİF HALE GELECEKTİR. YENİ OLUŞTURULAN KULLANICININ YETKİ GRUBUNU VE LİMİT DEĞERLERİNİ AYARLAMAYI UNUTMAYINIZ.	USER HAS BEEN CREATED SUCCESSFULLY. NEW SUB-USER WILL BECOME ACTIVE AFTER FIRST LOGIN. REMEMBER TO SET THE AUTHORIZER GROUP AND LIMIT VALUES OF THE NEW CREATED USER.
--	---

#### 1.4.6. User Transactions / View Users

This is the screen where the user views the detailed information of a user who is connected to their own organization. There are two ways to access it;

- List Users -> Filter -> View Details
- My Information -> List of users who are connected to the organization -> View Details

The "User Information", "Authorization Groups", "User Limits" and "Transaction History and Notifications" fields for the user whose details are to be viewed are displayed within the screen (Figure-1.31).

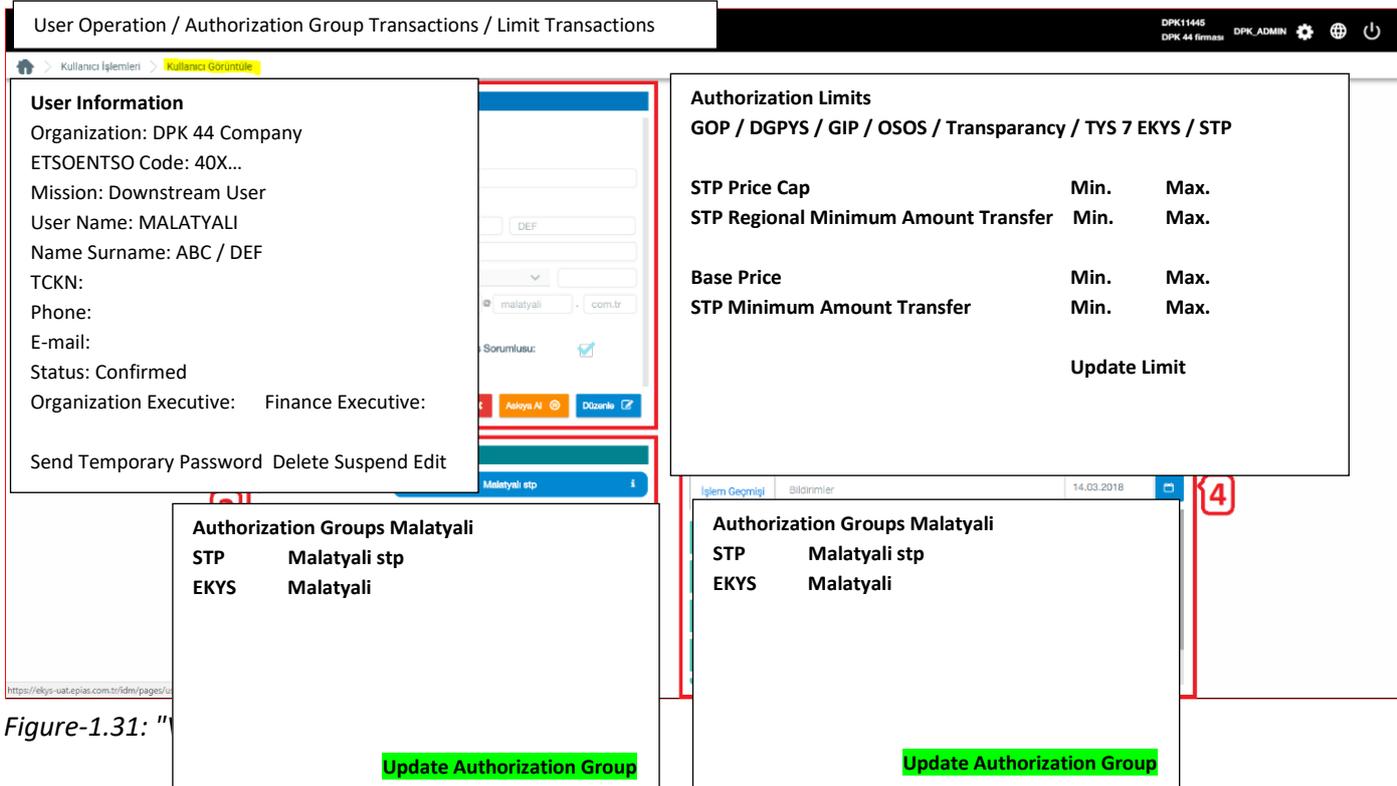


Figure-1.31: "

#### 1.4.6.1. Edit "Sub-User Information"

This is the screen where the Organization Admin and the users who are authorized to "Edit User Information" can view the detailed information of a user who is connected to their own organization, and edit the "User Information" of the same user. All of the rules explained in Section 1.4.4.1. of this manual apply for the "Edit" operation as well.

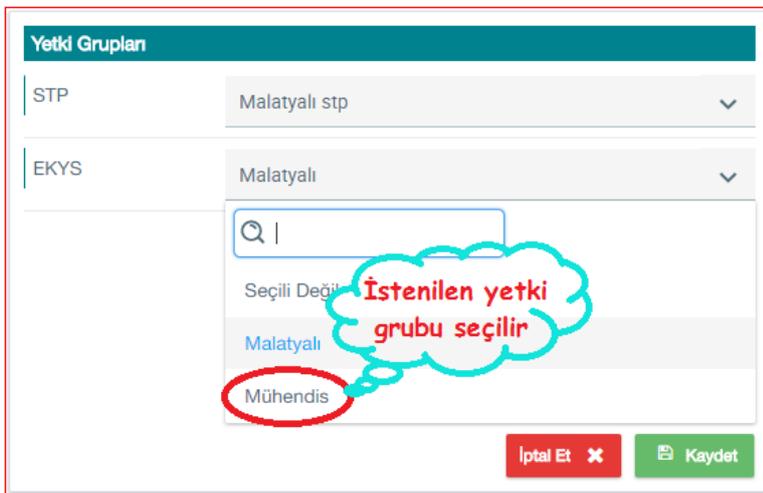
#### 1.4.6.2. Edit "Sub-User Authorization Groups"

This is the screen where the Organization Admin and the users who are authorized to "Edit User Authorization Groups" can view the detailed information of a user who is connected to their own organization, and edit the "Authorization Groups" of the same user.

##### a. Defining Authorization Groups

Procedures to update the "Authorization Groups" of a sub-user whose detailed information is viewed are carried out based on the application. The authorization group change is only performed for the specific application for which the relevant user has authorization. The steps to be followed are shown in Figure-1.32.

**IMPORTANT NOTE:** One user can only have one authorization group for one application.



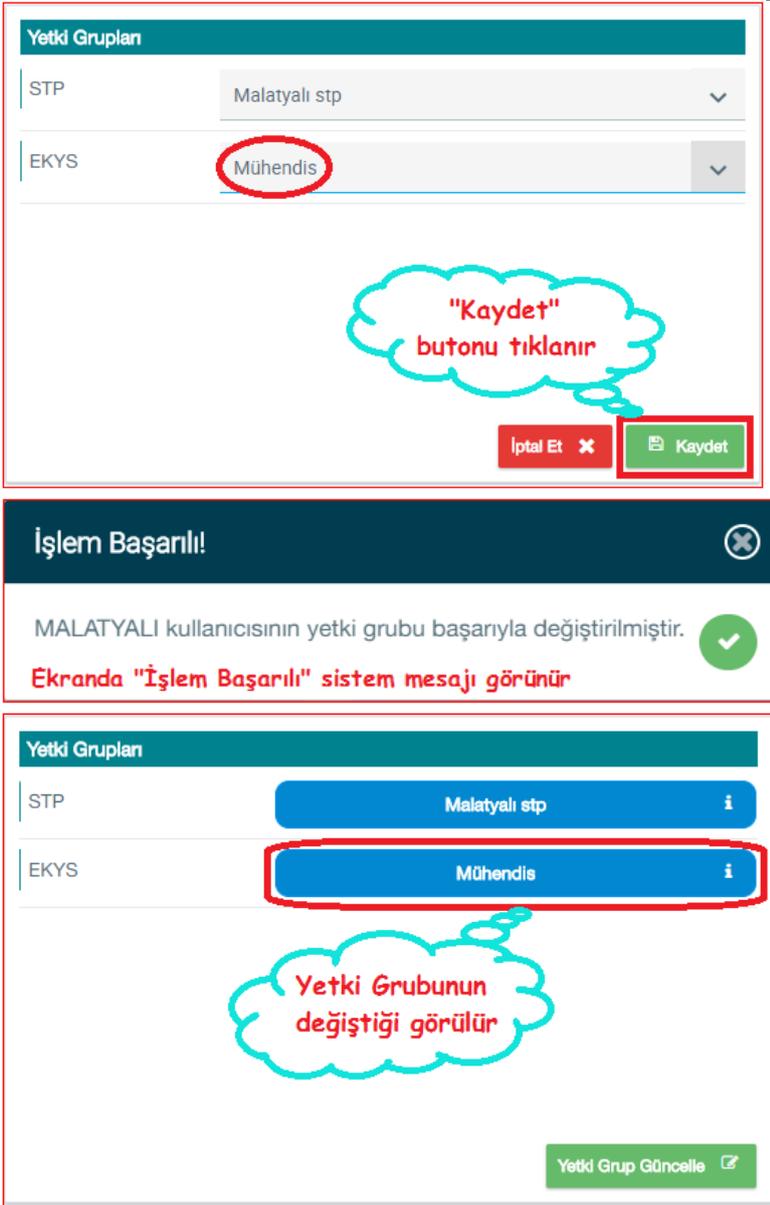


Figure-1.32: Steps to change an Authorization Group

#### b. Deleting Authorization Groups

The Organization Admin and the users who are authorized to "Edit User Authorization Groups" can view the detailed information of a user who is connected to their own organization, and make the same user "Unauthorized". "Authorization Group Cancellation" procedure is performed on the same screen, according to the steps shown in Figure-1.33.

**Yetki Grupları**

EKYS	Malatyalı	i
STP	Malatyalı stp	i

"Yetki Grup Güncelle" butonuna basılır

Yetki Grup Güncelle

**Yetki Grupları**

STP Malatyalı stp

EKYS Malatyalı

İptal edilmek istenen yetki grubunun yanındaki aşağı ok tıklanır. "Seçili Değil" satırı seçilir.

Seçili Değil

Malatyalı

Mühendis

İptal Et Kaydet

**Yetki Grupları**

STP Malatyalı stp

EKYS Seçili Değil

"Kaydet" butonu tıklanır

İptal Et Kaydet

**İşlem Başarılı!**

MALATYALI kullanıcısının yetki grubu başarıyla değiştirilmiştir.

Ekranında "İşlem Başarılı" sistem mesajı görünür

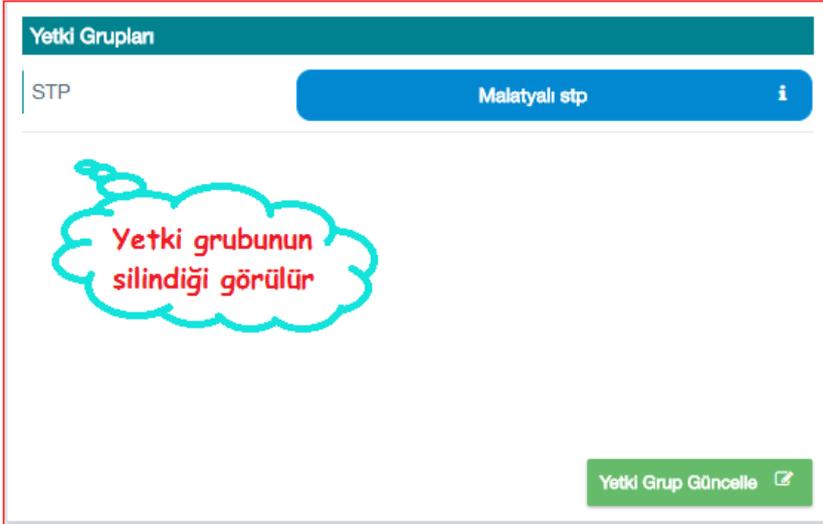


Figure-1.33: Steps to cancel an Authorization Group

#### 1.4.6.3. View "Sub-User Limits"

This is the screen where the Organization Admin and the users who are authorized to "View User Limits" can view the detailed information of a user who is connected to their own organization (Figure-1.34).

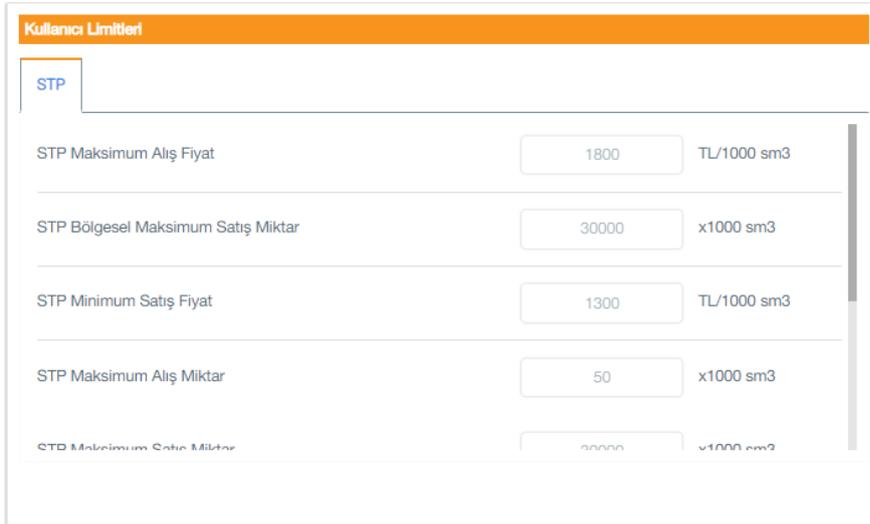


Figure-1.34: "User Limits" field

#### 1.4.6.4. View "Sub-User Transaction History and Notifications"

This is the procedure where the Organization Admin and the users who are authorized to "View Sub-Users" view the detailed information of a user who is connected to their own organization, and list the records contained in the field "Transaction History and Notifications" of the same user. Using a date filter, records pertaining to a day within the last 30-day period can be listed (Figure-1.35).

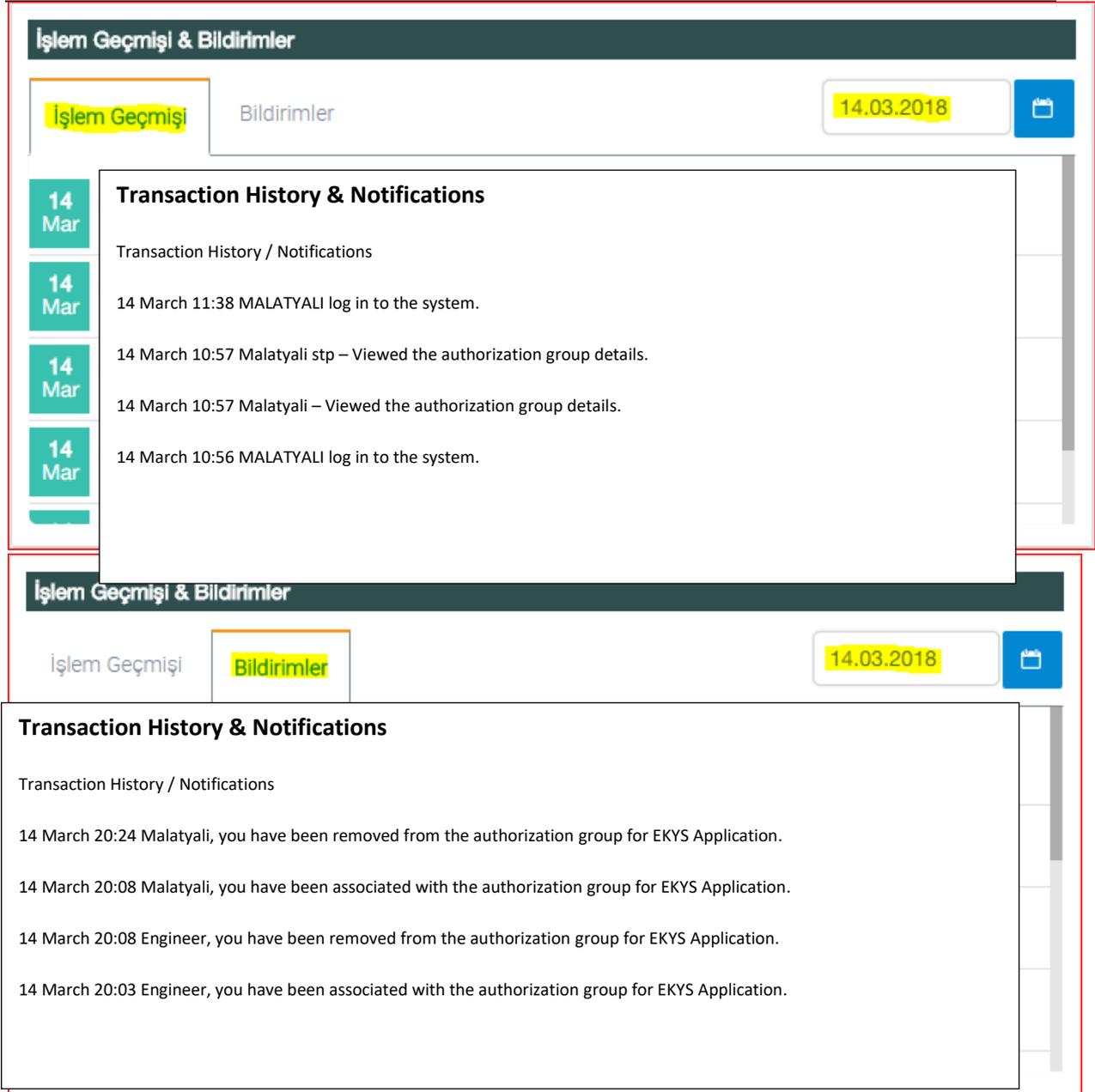


Figure-1.35: "Transaction History & Notifications" screens

#### 1.4.7. Authorization Group Procedures

This is the screen to be used by the Organization Admin and the users who are authorized to "List Authorization Groups" to list the authorization groups of their own organization and all authorizations in the applications for which their own organization is authorized to carry out transactions (Figure-1.36).

**Admin Authority List**

- Authority to List the Active Regional Contracts
- Authority to List the Active Contracts
- Offers and Match Page with Home page; Authorization the view of Bid History
- Advance Payment Notification Screen / Authorization the View of Service for User, Viewing the Monthly Settlement Account
- Entry Authorization to the Natural Gas Market
- Notification Screen, Authorization to list of Notification
- Authorization to List of Match Detailing

**Authorization Group**

Search in the Authorization Group

DPK11445\_STP\_ADMIN

Malatyalı stp

- 1- Application Tabs are displayed in the screen.
- 2- The "Authorization List" immediately below the application Tabs in the screen and to the left, shows the complete list of the authorizations given to the organization for the application selected on the application Tabs.
- 3- The field to list the Authorization Groups, to the right of the Authorization List; shows the list of all authorization groups created for the organization for the application selected on the application Tabs.
- 4- [+] is the button that creates a "New Authorization Group".

#### 1.4.7.1. Creating a New Authorization Group

This is the procedure where the Organization Admin and the users who are authorized to "Add Authorization Group" add a new authorization group for one of the applications for which their own organization is authorized to carry out transactions. Click the [+] button to open the window for creating a "New Authorization Group" (Figure-1.37). Enter the "New Group's Name" in the screen. Where necessary, enter a "Description" in Turkish and English. Click the "Save" button to complete the procedure (Figure-1.38).

EKYS **STP**

**Admin Yetki Listesi**

**Admin Authority List**

- Authority to List the Active Regional Contracts
- Authority to List the Active Contracts
- Offers and Match Page with Home page; Authorization the view of Bid History
- Advance Payment Notification Screen / Authorization the View of Service for User, Viewing the Monthly Settlement Account
- Entry Authorization to the Natural Gas Market
- Notification Screen, Authorization to list of Notification
- Authorization to List of Match Detailing
- Authorization to List of Matching

**Authorization Group**

Search in the Authorization Group

DPK11445\_STP\_ADMIN

Malatyali stp

Test Bu

STP

**New Authorization Group**

Authorization Group Name     Test The new Authorization Group Name is written here  
Application                    / STP

Statement: (tr):

Statement: (en):

Save

EKYS **STP**

**Admin Yetki Listesi**

Yetkilerde Ara

Aktif Bölgesel Kontratları Listeleme Yetkisi

**Admin Authority List**

Search on the Authorities

- Authority to List the Active Regional Contracts
- Authority to List the Active Contracts
- Offers and Match Page with Home page; Authorization the view of Bid History
- Advance Payment Notification Screen / Authorization the View of Service for User, Viewing the Monthly Settlement Account
- Entry Authorization to the Natural Gas Market
- Notification Screen, Authorization to list of Notification
- Authorization to List of Match Detailing
- Authorization to List of Matching

**Yetki Grupları**

Yetki Gruplarında Ara

DPK11445\_STP\_ADMIN

**Authorization Group**

Search in the Authorization Group

DPK11445\_STP\_ADMIN

Malatyali stp

**It appears that the Authorization Group has been created.**

(1 of 1) « < | > » 15

This is the procedure where the Organization Admin and the users who are authorized to "View Authorization Group Details" view the details for an authorization group for which their own organization is authorized to carry out transactions.

To the left of the "Authorization Group Details" screen, the authorizations in that authorization group and to the right, the user list for that authorization group is displayed. Additionally, the following buttons are featured in the screen (Figure-1.39).

- 1- Update Contact List
- 2- Update Authorization List
  - As an auxiliary function in the update authorization list screen, there is a "Save as New Authorization Group" button.
- 3- Delete Authorization Group

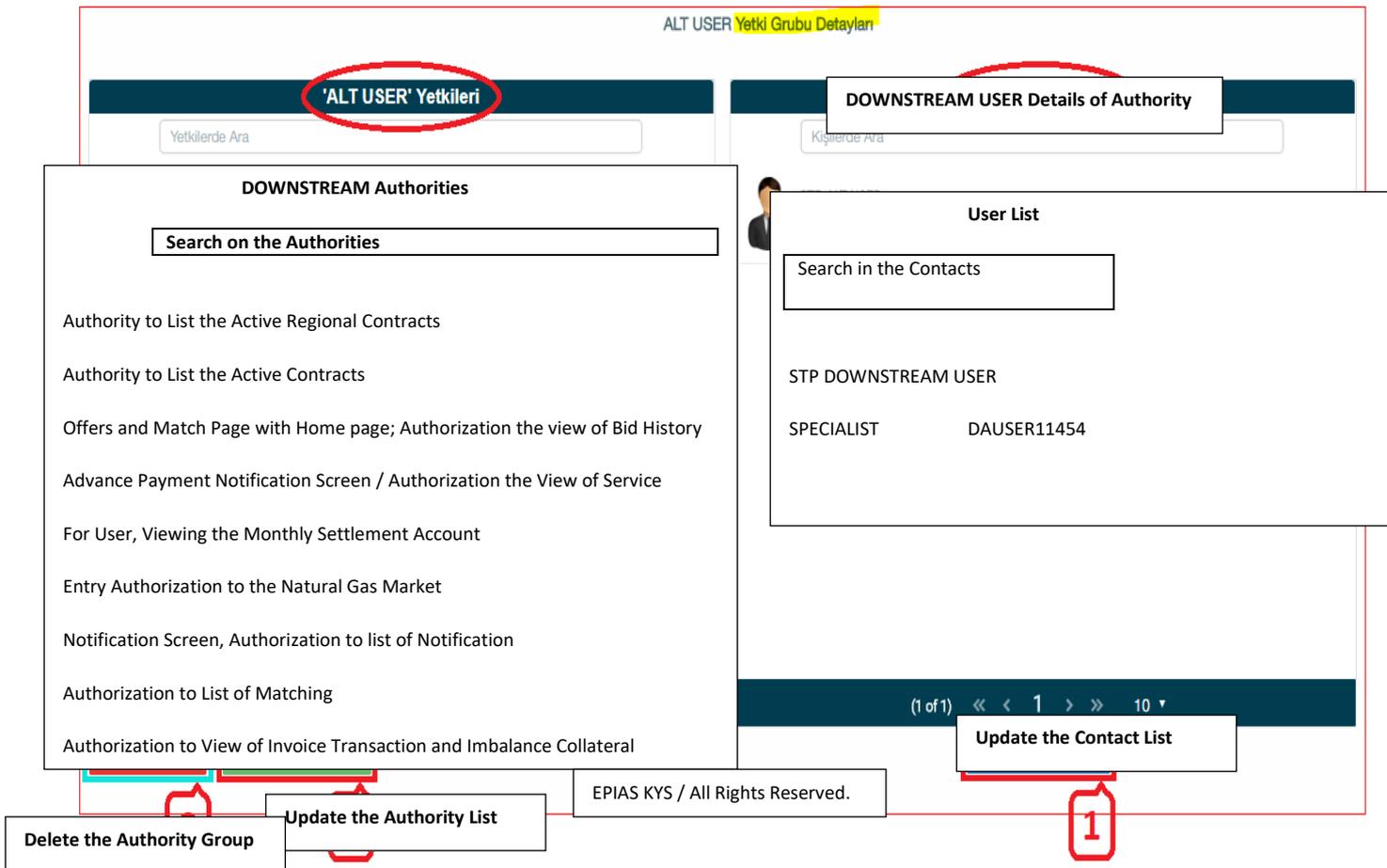


Figure-1.39: "Authorization Group Details" screen

#### 1.4.7.2.1. Update Contact List (Assigning Users to an Authorization Group)

This is the procedure where the Organization Admin and the users who are authorized to "Update Authorization Group, Contract List" view the details for an authorization group opened for one of the

applications for which their own organization is authorized to carry out transactions, assign users to an authorization group or remove users from the authorization group.

**1-** When the user is in the "List Authorization Group" screen, they click on the relevant authorization group from the Authorization Groups defined (Figure-1.40).

Figure-1.40: Click on the "Authorization Group" for the relevant procedure

**2-** Open the "Authorization Group Details" screen, in which the details for the selected authorization group is displayed (as shown in Figure-1.41).

**'Operation Authorities**

**Search on the Authorities**

Authority to List the Active Regional Contracts

Authority to List the Active Contracts

Offers and Match Page with Home page; Authorization the view of Bid History

Advance Payment Notification Screen / Authorization the View of Service

For User, Viewing the Monthly Settlement Account

Entry Authorization to the Natural Gas Market

Notification Screen, Authorization to list of Notification

Authorization to List of Matching

Authorization to View of Invoice Transaction and Imbalance Collateral

**Kullanıcı Listesi**

**User List**

Search in the Contacts

There is no person who is assigned to the authorization group.

EPIAS KYS / All Rights Reserved.

- 3- To update the users in the authorization group, click on the [Update Contact List] button below the "User List" field to the right of the screen.
- 4- "Authorization Group User Management" Pop-Up screen is displayed.
- 5- To the left of the screen, there is the "Sub-User List" which contains users who are connected to the organization, have "Approved" status and are not assigned to any authorization group (Figure-1.42).

Yetki Grubu Kullanıcı Yönetimi

**Alt Kullanıcı Listesi**

Q |

SDF FDG  
DSAFSDFG TEST13

**Atanmış Kullanıcı Listesi**

Q |

STP ALT USER  
UZMAN DAUSER11454

Kaydet

Figure-1.42: "Authorization Group User Management" screen

6- By carrying out the steps shown in Figure-1.43 below, the "Update Contact List" (Assign User) procedures can be completed.

a)

User Management of Authorization Group

Downstream User List

Assigned User List

SDF FDG  
DSAFSDFG TEST13

İlk olarak yetki ataması yapılacak olan "Kullanıcı seçilir"

İkinci olarak

First of all, the user who is going to be assigned, is choosen.

Secondly, the forward arrow key is pushed.

Kaydet

b)

Yetki Grubu Kullanıcı Yönetimi

Alt Kullanıcı Listesi

Atanmış Kullanıcı Listesi

STP-ALT USER  
UZMAN DAUSER11454

SDF FDG  
DSAFSDFG TEST13

Kullanıcının sağ tarafa geçtiği görülür

"Kaydet" butonuna basılır

Save

Kaydet

c)

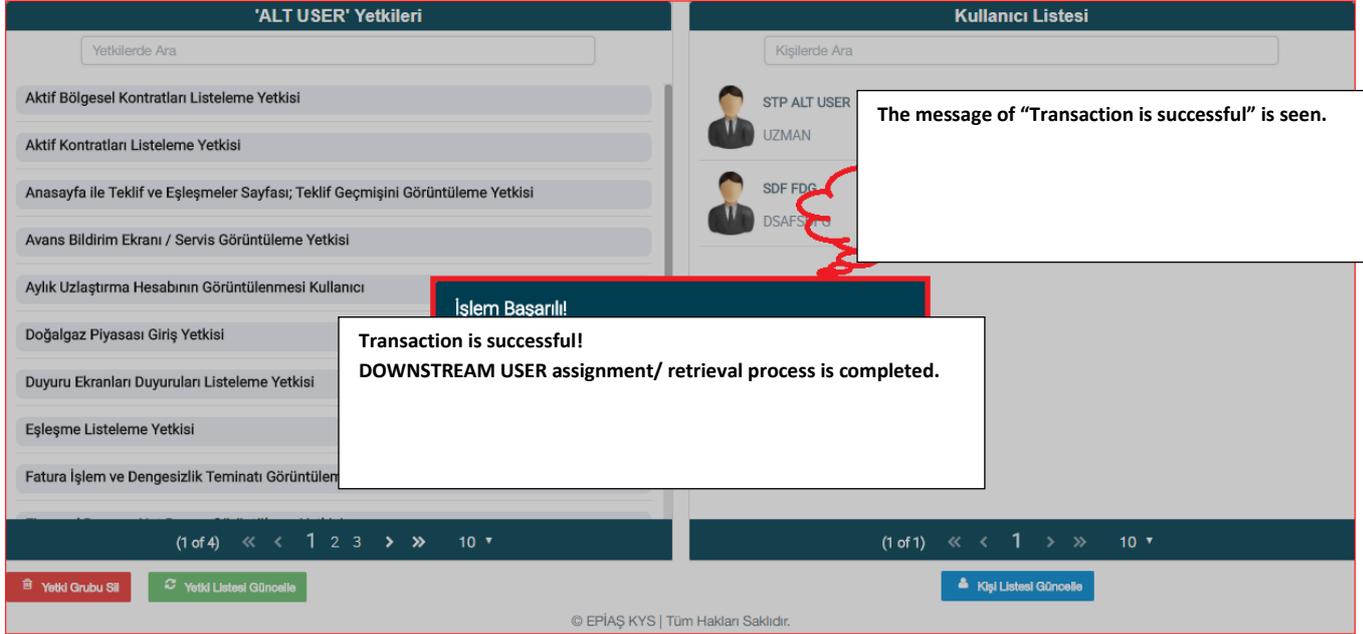


Figure-1.43: "Update Contact List" procedure

If a user who is assigned to the authorization group is to be taken back; the same steps are repeated backwards using the [<] button. If there are multiple users, the [>|] and [|<] buttons can be used to take/give back all users at once. To move a user who is assigned to an authorization group to another authorization group, this user must first be removed from the authorization group to which they are assigned.

**NOT:** "Update Contact List" procedure can only be performed for users who have "Approved" status.

#### 1.4.7.2.2. Update Authorization Group

This is the procedure where the Organization Admin and the users who are authorized to "Update Authorization Group, Authorization List" view the details for an authorization group opened for one of the applications for which their own organization is authorized to carry out transactions, and update the authorizations of the same group.

**1-** When the user is in the "List Authorization Group" screen, they click on the relevant authorization group from the Authorization Groups defined (Figure-1.40).

**2-** "Authorization Group Details" screen which displays the details of the selected authorization group is opened (Figure-1.44).

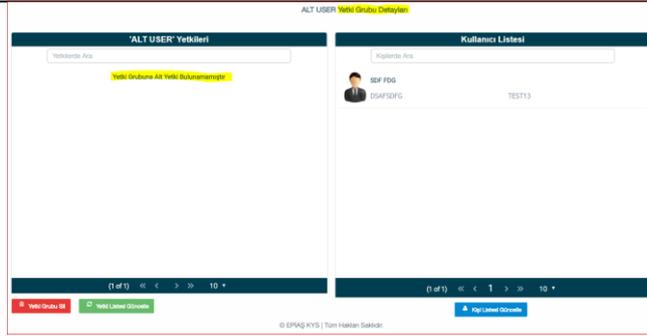


Figure-1.44: "Authorization Group Details" screen

- 3- To update the authorization group users, click on the [Update Authorization List] button below the "Authorization Group Name (ALT USER in the example) + Authorizations" field to the left of the screen.
- 4- The "Update Authorization List" screen is displayed.
- 5- To the left of the screen, a list of authorizations to be added/assigned to the authorization group for which the authorization list is to be updated, is shown. To the right of the screen, a list of the authorizations previously added/assigned to the authorization group for which the authorizations are to be updated, is shown. During the first authorization assignment, the right side of the screen will appear blank. (Figure-1.45).

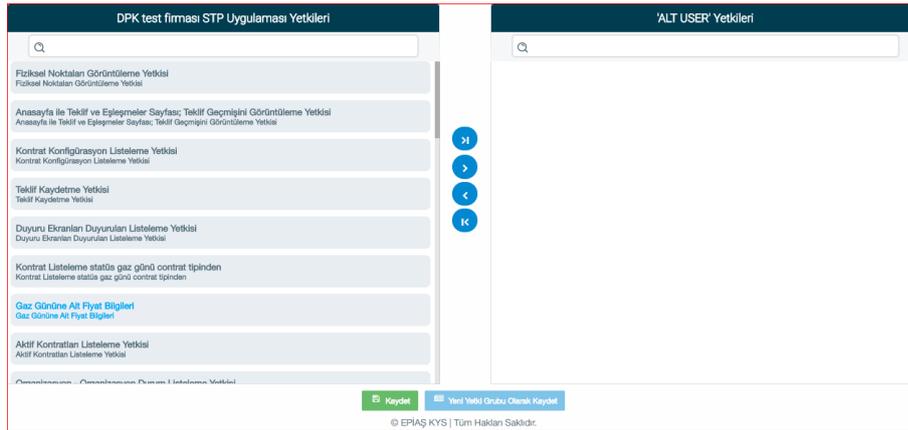
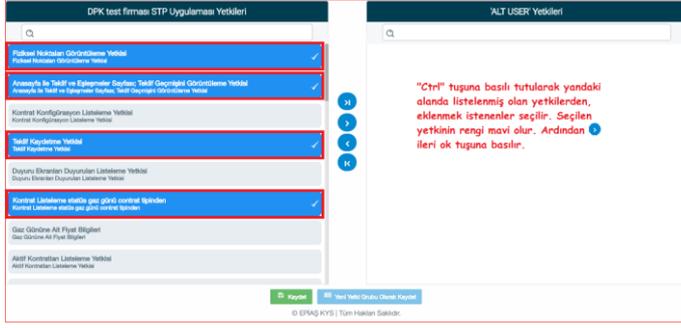


Figure-1.45: "Update Authorization Group" screen

- 6- By carrying out the steps shown in Figure-1.46 below, the "Update Authorization List" (Assign Authorization) procedures are completed. To select multiple authorizations, hold the "Ctrl" button and then select the authorizations. After the update procedures have been completed, saving can be done in 2 (two) different ways;
  - Click the [Save] button and save the authorization group with the existing name,
  - Click the [Save as New Authorization Group] button to save the changes made to the authorization group as a "New Authorization Group". However, for the "Save as New Authorization Group" option to be active, at least 1 (one) of the authorizations in the existing authorization list must have been added or removed.

a)

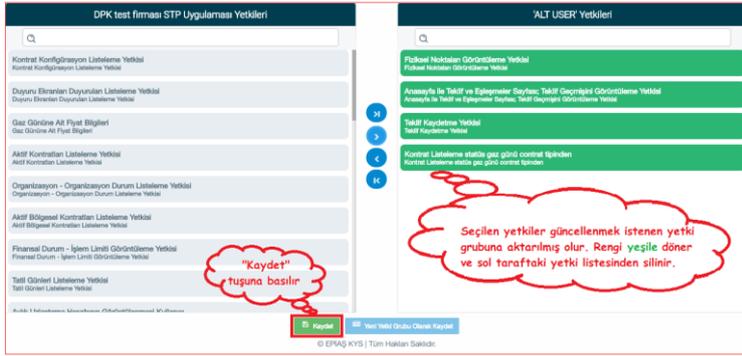


DPK test firması STP Uygulaması Yetkileri

ALT USER Yetkileri

"Ctrl" tuşuna basılı tutularak yandaki alanda listelenmiş olan yetkilerden, eklemek istenenler seçilir. Seçilen yetkinin rengi mavî olur. Ardından "Ok" tuşuna basılır.

b)



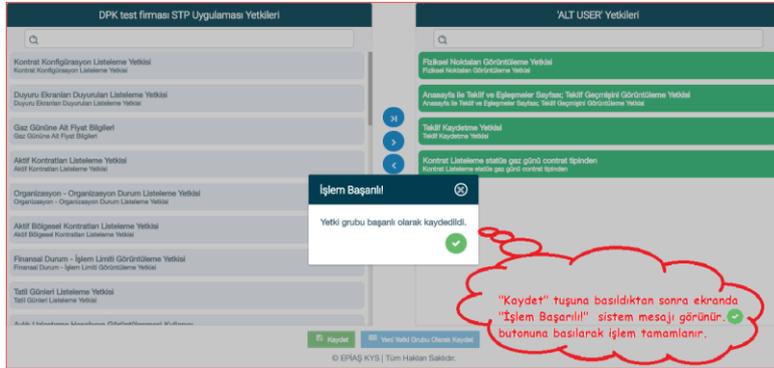
DPK test firması STP Uygulaması Yetkileri

ALT USER Yetkileri

"Kaydet" tuşuna basılır

Seçilen yetkiler güncellenmek istenen yetki grubuna aktarılmış olur. Rengi yeşile döner ve sol taraftaki yetki listesinden silinir.

c)



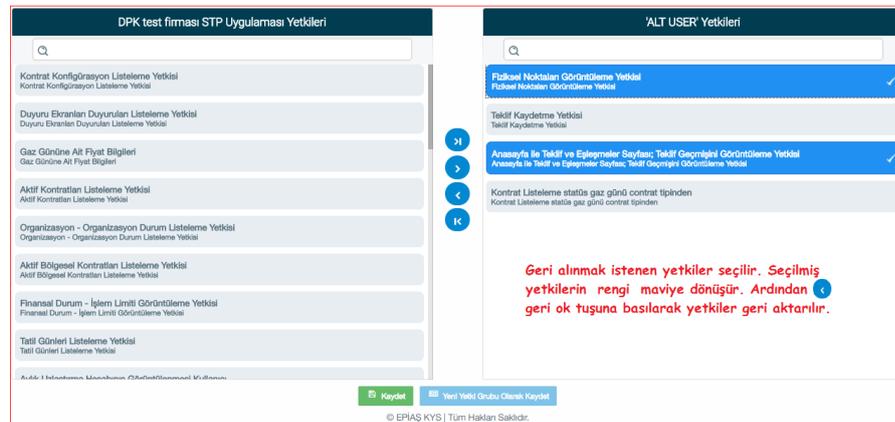
DPK test firması STP Uygulaması Yetkileri

ALT USER Yetkileri

İşlem Başarılı!  
Yetki grubu başarıyla olarak kaydedildi.

"Kaydet" tuşuna basıldıktan sonra ekranda "İşlem Başarılı!" sistem mesajı görünür. Butonuna basılarak işlem tamamlanır.

d)



DPK test firması STP Uygulaması Yetkileri

ALT USER Yetkileri

Gerî alınmak istenen yetkiler seçilir. Seçilmiş yetkilerin rengi mavîye döner. Ardından "Ok" tuşuna basılarak yetkiler gerî aktarılır.

e)

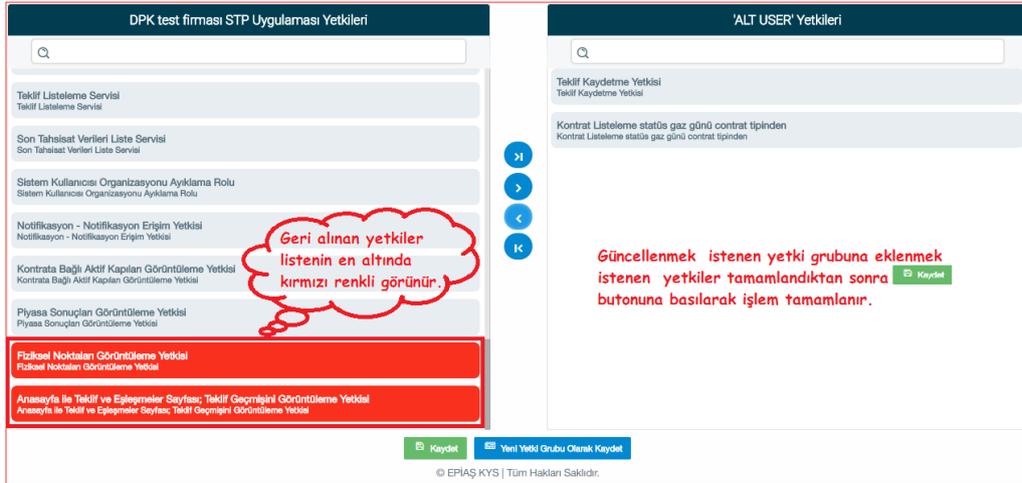


Figure-1.46: "Update Authorization Group" procedures

#### 1.4.7.2.3. Delete Authorization Group

This is the procedure where the Organization Admin and the users who are authorized to "Delete Authorization Group" delete an authorization group opened for one of the applications for which their own organization is authorized to carry out transactions.

1- When the user is in the "List Authorization Group" screen, they click on the relevant authorization group to be deleted from the Authorization Groups defined (Figure-1.47).

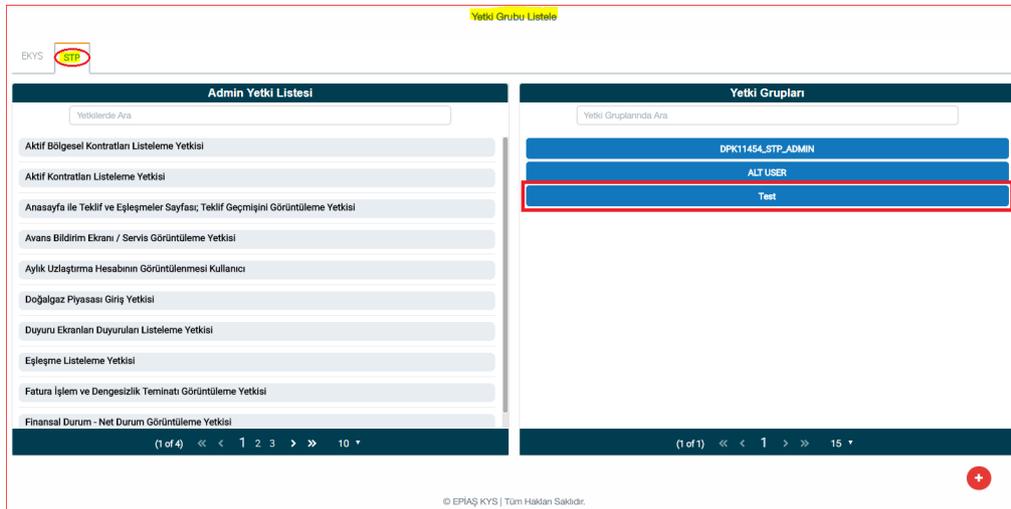


Figure-1.47: Selection of the "Authorization Group" to be deleted

2- "Authorization Group Details" screen which displays the details of the selected authorization group is opened.

3- Click the [Delete Authorization Group] button to the bottom left corner of the screen.

4- A System Warning Pop-Up appears on the screen (Figure-1.48).

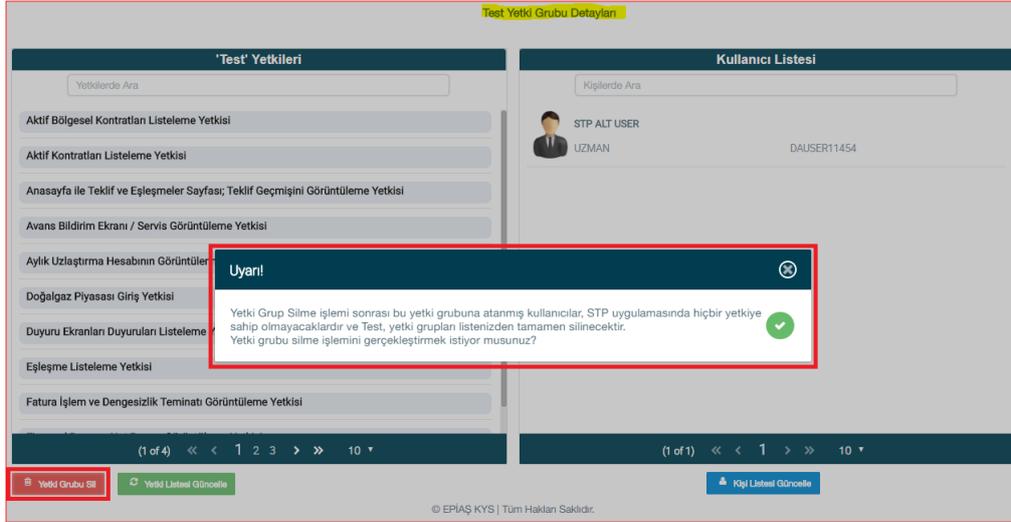


Figure-1.48: "Delete Authorization Group" procedure

5- Click the [✓] button. The "Operation Successful" system message appears on the screen (Figure-1.49).



Figure-1.49: "Operation Successful" message

6- Click the [✓] button again to complete the procedure.

7- Confirm that the authorization group deleted is not included in the list in the "List Authorization Group" screen (Figure-1.50).

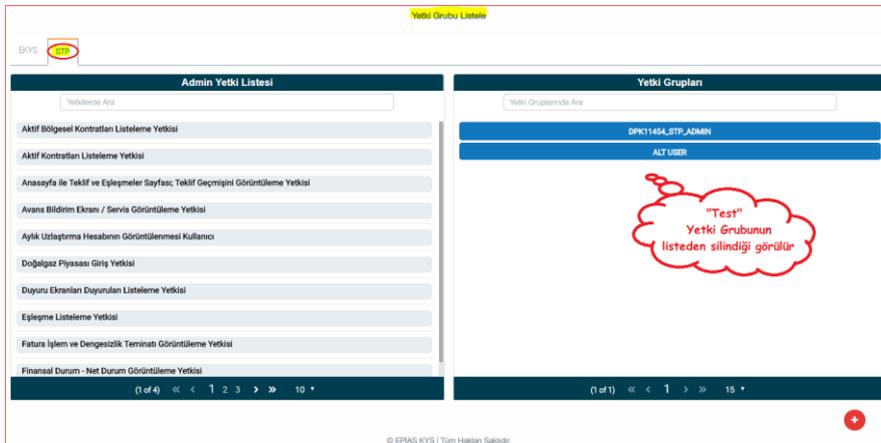


Figure-1.50: Deleting the Authorization Group from the list

### 1.4.8. Limit Actions

To prevent mistakes that may have financial consequences, "User Limits" can be changed by the organization's Admin User or a user who has been authorized by the Admin to carry out limit changes. Sub-Users will not be authorized to update limits.

#### 1.4.8.1. Organization Limit Actions

Select the "Organization Limit Actions" option from the "Limit Actions" menu in the Top Banner field. This is the screen where the limits for all the users of the organization can be changed at once with a single action (Figure-1.51).

Figure-1.51: Organization Limit Actions screen

- 1- Only the Admin User can carry out actions in this screen.
- 2- STP system limits appear on the screen by default.
- 3- Click the [EDIT] button to enter the required values.
- 4- Click the [Save] button to save the limit change. (Figure-1.52)
- 5- Open the "Organization Limit Update Approval" Pop-up screen, click the [✓] button. (Figure-1.53)
- 6- The "Operation Successful" system message appears on the screen (Figure-1.54). Click the [✓] button again to complete the procedure.

Figure-1.52: Limit change procedure

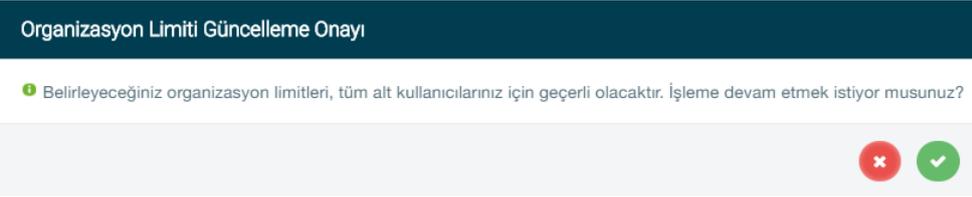


Figure-1.53: "Organization Limit Update Approval" Pop-up screen

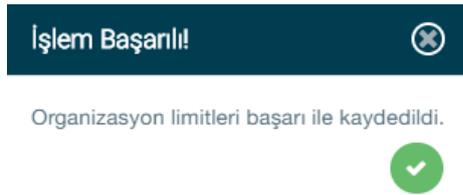


Figure-1.54: "Operation Successful" message

#### 1.4.8.2. User Upper Limit Actions

Select the "User Upper Limit Actions" option from the "Limit Actions" menu in the Top Banner field. This is the screen where the limits for all the users or each of the users of the organization can be changed (Figure-1.55).

Steps to be followed to change the limits of the sub-users are identical to the steps given in the previous section (1.4.8.1). The only difference is that, in the former, limits of the entire organization are changed without selecting a specific user, whereas in the latter, only the limits of the selected users are changed. User selection is done through the fields no. 1 and 2 as shown below.

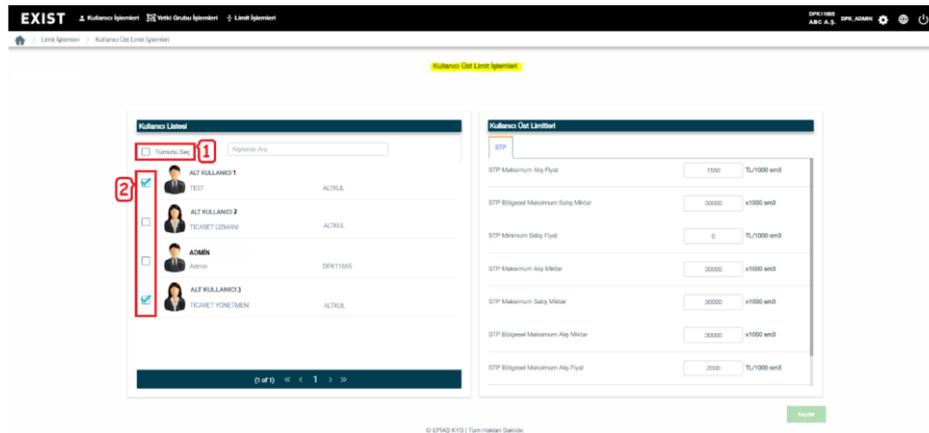


Figure-1.55: "User Upper Limit Actions" screen

## 2. MARKET TRANSACTIONS SCREEN

Market Transactions are transactions where Market Participants can give their bid-sales orders on a contract basis as long as they have the required security. This is done 24/7 on a continuous basis with Daily and Local/Zonal contracts. As for Weekly contracts, the transaction window is 08:00 - 16:00 in business days

### 2.1. Home Page

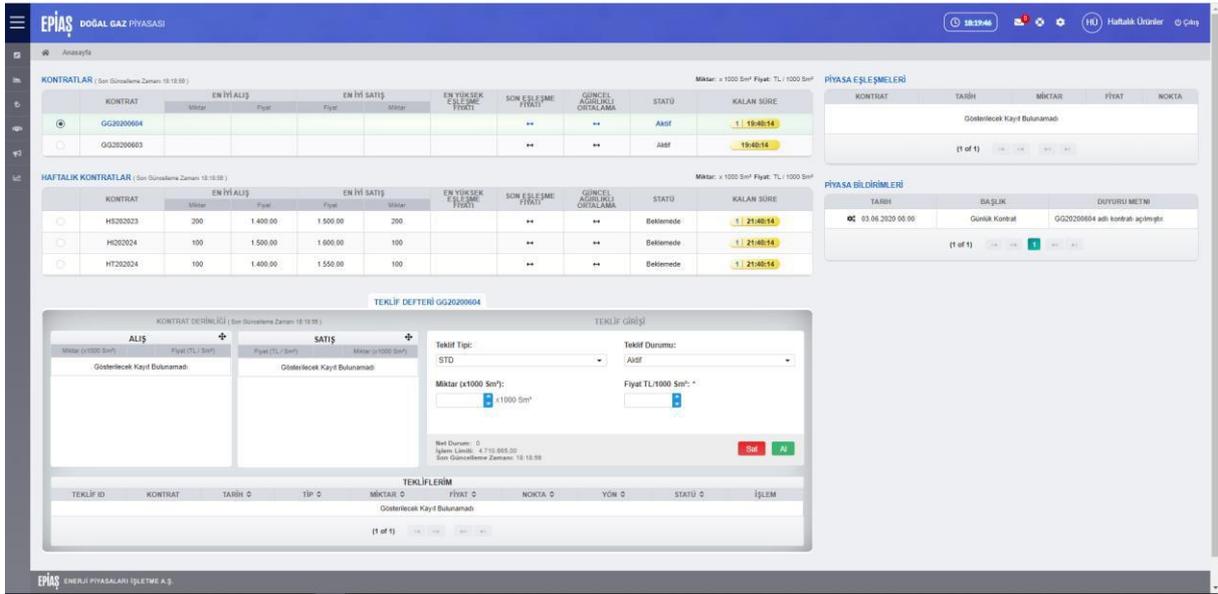


Figure-2.1: Market Transactions Home Page screen

#### 2.1.1. Header



Figure-2.2: Home Page, Header

- 1- In the "Time" field, the time is shown in the ss:dd:ss format.
- 2- In the notification box, automatic messages related to the transactions carried out in the market or sent by the Market Operator are displayed.
- 3- Clicking on the "?" icon will display downloadable content. The User manual will be uploaded here during the first stage.
- 4- Clicking on the Settings icon, the "Contract Limits" Pop-up screen shown in Figure-2.3 will be opened. Application Limits, limits imposed by the Admin User (if any) and limits defined by the user themselves are displayed.
- 5- Not clickable. Shows the short name of the organization.
- 6- Not clickable. Shows the name of the organization.
- 7- You can exit from the STP by clicking this field.

Limitler (Günlük Kontrat)		Limitler (Bölgesel Kontrat)	
<b>KULLANICI LİMİTLERİ</b>			
Satış Teklif Fiyat Sınırı (TL/1000 Sm <sup>2</sup> )	Min	0	
	Maks	2000	
Satış Teklif Miktar Sınırı (x1000 Sm <sup>2</sup> )	Min	1	
	Maks	10000	
Alış Teklif Fiyat Sınırı (TL/1000 Sm <sup>2</sup> )	Min	0	
	Maks	2000	
Alış Teklif Miktar Sınırı (x1000 Sm <sup>2</sup> )	Min	1	
	Maks	3000	

En güncel kullanıcı limitlerini ifade etmektedir. Kullanıcı limitleri yetkili kullanıcılar tarafından <https://test-ekys.epias.com.tr/idm/> üzerinden düzenlenmektedir.

Figure-2.3: Contract Limits Pop-up screen

### 2.1.2. Daily Contracts

Daily Contracts stay open for 54 hours in the table during the normal course of operations. The newest contract is shown at the top of the table. Every day between 08:00 - 14:00, 3 (three) contracts pertaining to the gas days yesterday, today and tomorrow are shown (Figure-2.4). As of 14:00, yesterday's gas day contract is closed and removed from the screen. Every day from 14:00 to 08:00 tomorrow, 2 (two) contracts pertaining to the gas days today and tomorrow are shown on the screen (Figure-2.5).

KONTRATLAR ( Son Güncelleme Zamanı 10:51:10 )										
	KONTRAT	EN İYİ ALIŞ		EN İYİ SATIŞ		EN YÜKSEK ESLEŞME FİYATI	SON ESLEŞME FİYATI	GÜNCEL AĞIRLIKLİ ORTALAMA	STATÜ	KALAN SÜRE
		Miktar	Fiyat	Fiyat	Miktar					
<input type="radio"/>	GG20180221						--	--	Aktif	2   03:08:30
<input checked="" type="radio"/>	GG20180220	1000	880,00	888,00	5000	850,00	850,00 ↑	850,00 ↑	Aktif	1   03:08:30
<input type="radio"/>	GG20180219			900,00	1000		--	--	Aktif	03:08:30

1 2 3 4 5 6 7 8 9 10 11

Figure-2.4: Every day between 08:00 and 14:00, there are 3 (three) contracts on the screen.

KONTRATLAR ( Son Güncelleme Zamanı 17:22:41 )										
	KONTRAT	EN İYİ ALIŞ		EN İYİ SATIŞ		EN YÜKSEK ESLEŞME FİYATI	SON ESLEŞME FİYATI	GÜNCEL AĞIRLIKLİ ORTALAMA	STATÜ	KALAN SÜRE
		Miktar	Fiyat	Fiyat	Miktar					
<input checked="" type="radio"/>	GG20180220	1.000	880	888	5.000	850	850 ↑	850 ↑	Aktif	1   20:36:12
<input type="radio"/>	GG20180219			900,00	1000		--	--	Aktif	20:36:12

Figure-2.5: Every day between 14:00 and 08:00 on the next day, there are 2 (two) contracts on the screen.

- 1- The Radio Button in front of the gas day in which the transactions are to be carried out is marked. The information on the home page screens change automatically according to the selected gas day.
- 2- Displays the contract names for the G-1, G and G+1 gas days. Created in the GGyyyyymmdd format. E.g.: GG20180401 (For 1 April 2018).
- 3- Shows the quantity information pertaining to the bid order with the highest price out of all orders submitted within the relevant gas day for active contracts.
- 4- Shows the price information pertaining to the bid order with the highest price out of all orders submitted within the relevant gas day for active contracts.
- 5- Shows the price information pertaining to the sales order with the lowest price out of all orders submitted within the relevant gas day for active contracts.
- 6- Shows the quantity information pertaining to the sales order with the lowest price out of all orders submitted within the relevant gas day for active contracts.
- 7- Shows the highest matching price out of all matches within the relevant gas day.
- 8- Last match price shows the price for the latest match within the relevant contract. After each match, a comparison is made to the previous match price, and an upward green arrow or a downward red arrow is displayed according to the increase or decrease in price. During the price update, an effect resembling a flash is shown in the relevant cell. If the price of the newest match and the previous match is the same, the "<-->" icon is shown, indicating that the price hasn't changed.
- 9- In the current weighted average field, the weighted price according to the quantity for the relevant contract is shown.
- 10- In the status column, the current status of the relevant contract is shown.
- 11- The remaining time is shown in the ss:dd:ss format. A countdown is shown in the screen.

### 2.1.3. Weekly Contracts

The contracts stay "Active" between 08:00 - 16:00 on every business day (5 days a week) during the normal course of operations. On every business day, 3 (three) contracts for Weekend-HS (2-day), Weekday-HI (5-day) and All Week-HT (7-day) are shown on the screen (Figure-2.6). On every business day, from 16:00 until 08:00 on the next day, the weekly contracts stay in "Pending" status. Every week on Fridays at 16:00, the weekly contracts for the relevant week are closed and removed from the screen.

HAFTALIK KONTRATLAR (Son Güncelleme Zamanı: 18:37:15)										Miktar: x 1000 Sm <sup>3</sup> Fiyat: TL / 1000 Sm <sup>3</sup>
KONTRAT	EN İYİ ALIŞ		EN İYİ SATIŞ		EN YÜKSEK ESLEŞME FİYATI	SON ESLEŞME FİYATI	GÜNCEL AĞIRLIKLIL ORTALAMA	STATU	KALAN SÜRE	
	Miktar	Fiyat	Fiyat	Miktar						
<input type="radio"/> HS202023	200	1.400,00	1.500,00	200		++	++	Beklemede	1   21:15:25	
<input checked="" type="radio"/> HI202024	100	1.500,00	1.600,00	100		++	++	Beklemede	1   21:15:25	
<input type="radio"/> HT202024	100	1.400,00	1.550,00	100		++	++	Beklemede	1   21:15:25	



Figure-2.6: Between 08:00 and 16:00 on every business day, there are 3 (three) active contracts on the screen (HS, HI, HT). After 16:00, they switch to "Pending" status.

- 1- The Radio Button in front of the contract type through which the transactions are to be carried out is marked. The information on the home page screens change automatically according to the selected gas day.
- 2- Displays the contract names for the HS, HI and HT contracts. Created in the HSyyyyww, Hlyyyyyww, HTyyyyww format. E.g.: HS202024 (Weekend Contract for the 24th week of 2020).

- 3- Shows the quantity information pertaining to the bid order with the highest price out of all orders submitted within the relevant contract for active contracts.
- 4- Shows the price information pertaining to the bid order with the highest price out of all orders submitted within the relevant contract for active contracts.
- 5- Shows the price information pertaining to the sales order with the lowest price out of all orders submitted within the relevant contract for active contracts.
- 6- Shows the quantity information pertaining to the sales order with the lowest price out of all orders submitted within the relevant contract for active contracts.
- 7- Shows the highest matching price out of all matches within the relevant contract.
- 8- Last match price shows the price for the latest match within the relevant contract. After each match, a comparison is made to the previous match price, and an upward **green** arrow or a downward **red** arrow is displayed according to the increase or decrease in price. During the price update, an effect resembling a flash is shown in the relevant cell. If the price of the newest match and the previous match is the same, the "<-->" icon is shown, indicating that the price hasn't changed.
- 9- In the current weighted average field, the weighted price according to the quantity for the relevant contract is shown.
- 10- In the status column, the current status of the relevant contract is shown.
- 11- The remaining time is shown in the ss:dd:ss format. A countdown is shown in the screen.

#### 2.1.4. Local/Zonal Contracts

Local/Zonal (N/B) Contracts are contracts created as a result of being triggered by the Transmission Company users. These are contracts provided to ensure the Natural Gas supply-demand equilibrium for specific locations/zones. In this contract, BOTAŞ Transmission is the buyer or the seller. If BOTAŞ Transmission is the buyer, the market participants may only give a sales order and if BOTAŞ Transmission is the seller, the market participants may only give a bid order. For this reason, market participants (PK) cannot match with each other. BOTAŞ Transmission is a party to every match.

NOKTASAL / BÖLGESEL KONTRATLAR											
	KONTRAT	EN İYİ ALIŞ		EN İYİ SATIŞ		TOPLAM MIKTAR	KALAN MIKTAR	NOKTA	YÖN	STATÜ	KALAN SÜRE
		Miktar	Fiyet	Miktar	Fiyet						
<input checked="" type="radio"/>	GG20180221N2			12690	538,75	9000000	9000000	ALNG ,MALK ...	Alış	Aktif	00:14:20



Figure-2.7: Local/Zonal Contract section

- 1- The Radio Button in front of the N/B contract type through which the transactions are to be carried out is marked.
- 2- The contract name for the relevant gas day is shown in the GGyyyyymmddN1 format. If more than one local/zonal contracts are created for the same gas day, the suffix at the end continues as N1,N2,N3... E.g.: GG20180221N2 (Second Local/Zonal Contract created for the 21st day of February 2018). In case of more than one contracts, the newest contract is shown at the top of the table.
- 3- Shows the quantity information pertaining to the bid order with the highest price.
- 4- Shows the price information pertaining to the bid order with the highest price.
- 5- Shows the quantity information pertaining to the sales order with the lowest price.

- 6- Shows the price information pertaining to the sales order with the lowest price.
- 7- Total Quantity is the value entered by the BOTAŞ Transmission user during the opening of the contract.
- 8- Remaining Quantity shows (Total Order Quantity - Σ Match Quantities).
- 9- In the location field, the abbreviated names of the locations on which the contract is opened is shown. If more than one locations have been selected and these do not fit in the relevant cell, the rest is shown as "...". The abbreviated names of all locations are shown when the ellipsis is clicked.
- 10- The Transaction Direction may be "Bid" or "Sales" according to the choice made by the BOTAŞ Transmission user when creating the contract.
- 11- In the status column, the current status of the relevant contract is shown. Active, Suspended and Cancelled. Only the "Active" and "Suspended" contracts are shown in the screen. When a contract is Suspended, no market transactions can be carried out. A Cancelled contract will not show up on the screen.
- 12- The remaining time is shown in the ss:dd:ss format. A countdown is shown in the screen.

### 2.1.5. Order Book

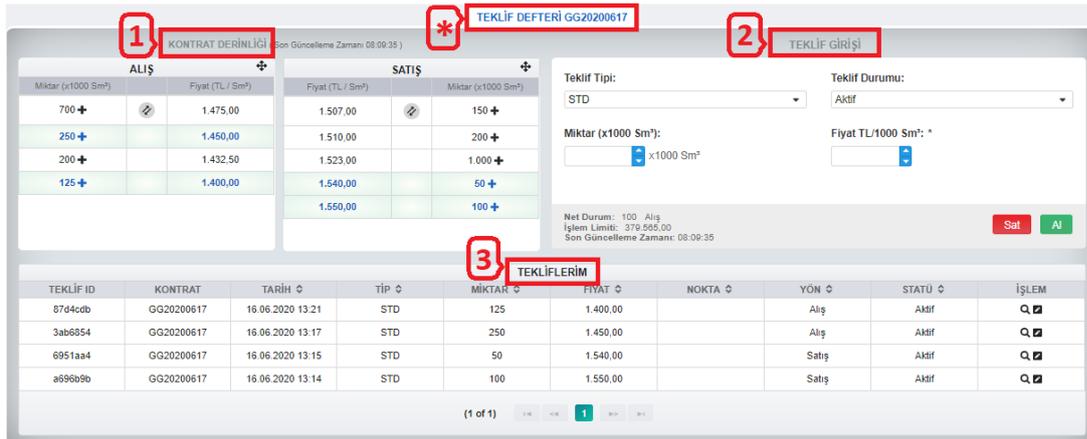


Figure-2.8: Order Book screen

\* The Order Log screen is one of the most dynamic fields in the Market Transactions home page. When any contract is selected from the Daily Contracts, Weekly Contract or Local/Zonal Contracts menu, the name of the selected contract is shown in the header field, the screen is refreshed and the information changes according to the selected contract. Online information pertaining to the selected contract show up on the screen. The Order Book consists of the following three different sections.

#### 2.1.5.1. Contract Depth

In the Contract Depth section, the best orders submitted for the bid and sales transactions carried out in the market for the relevant contract are listed.

KONTRAT DERİNLİĞİ ( Son Güncelleme Zamanı 08:09:35 )

ALİŞ			SATIŞ		
Miktar (x1000 Sm <sup>2</sup> )		Fiyat (TL / Sm <sup>2</sup> )	Fiyat (TL / Sm <sup>2</sup> )		Miktar (x1000 Sm <sup>2</sup> )
700 +	⚡	1.475,00	1.507,00	⚡	150 +
250 +		1.450,00	1.510,00		200 +
200 +		1.432,50	1.523,00		1.000 +
125 +		1.400,00	1.540,00		50 +
			1.550,00		100 +

Figure-2.9: Contract Depth section

- 1- "Bid" orders are shown according to (Quantity, Price).
- 2- "Sales" orders are shown according to (Price, Quantity).
- 3- There is an "Enlarge" icon to the top right of the Bid and Sales tables. When this button is clicked, the entire depth for the relevant direction (Quantity, Price) is opened in a separate screen (Figure-2.10).
- 4- Orders with the same price are grouped and shown together. The quantity breakdown can be displayed by clicking on the "+" icon next to the quantity information.
- 5- By clicking on the "Quick Buy/Sell" button, a counter order for the relevant order is created directly. "Quick Buy/Sell" is only performed for the best order.

Orders shown in different colors on the screen indicate the organization's own orders.

TEKLİF DERİNLİĞİ

MİKTAR	FİYAT
3.250,00	874,75
5.000,00	875,00
1.500,00	900,00

(1 of 1) << << 1 >> >>

Figure-2.10: Order Depth

### 2.1.5.2. Order Entry

In the Order Entry section, the orders to be submitted for the bid and sales transactions to be carried out on the relevant contract are created by the Market Users.

Figure-2.11: Order Entry section

- 1- Order type is selected as "Standard" (STD), "Match and Remove" (OEYE) or "Timed" (SUR) through the ComboBox.
- 2- Order Status is selected as "Active" or "Passive" through the ComboBox.
- 3- The quantity is entered by using downward or upward arrows that increases or decreases the quantity or by writing. The quantity entered is multiplied by x1000 Sm<sup>3</sup>. E.g. if 1.000 is entered in the quantity field, this means 1.000.000 Sm<sup>3</sup>.
- 4- The price is entered by using downward or upward arrows that increases or decreases the price or by writing. The price can be entered as multiples of 0,25 TRY and is considered as TRY/1000 Sm<sup>3</sup>.
- 5- In this field, the Market Participant is informed regarding 3 different matters.
  - "Net Status" created as a result of offsetting the Bid and Sales matches realized in the relevant contract of the organization is shown.
  - "Transaction Limit" which indicates the transaction limit applicable for the STP for the relevant contract of the Market Participant is shown online.
  - "Last Updated Time" of the screen is shown in the ss:dd:ss format.
- 6- After checking the accuracy of the parameters entered for the order, click the [Sell] button for sales orders and click the [Buy] button for bid orders.
- 7- If the Order Type is selected as SUR (timed orders), the "Validity Period" box is opened in the screen. The time determined is entered and defined in this field (Figure-2.12). The order is lapsed at the expiration of the defined period, gains the "Cancelled" status and is removed from the screen.
- 8- When a Local/Zonal contract is opened by the Transmission Company, the locations selected in the contract are viewed in the "Physical Location" box opened at the bottom left of the screen (Figure-2.13). The Market User selects the location for which they want to submit an offer, and carries out the procedure. It must be ensured that the location is selected correctly.

**TEKLİF GİRİŞİ**

**Teklif Tipi:** SUR **Teklif Durumu:** Aktif

**Miktar (x1000 Sm³):** 3500 x1000 Sm³ **Fiyat(TL): \*** 900

**Geçerlilik Süresi:** 22.02.2018 14:15

İşlem Limiti: 10.000.000,00 **Sat** **Al**  
Son Güncelleme Zamanı: 09:11:33

Figure-2.12: Submitting a Timed Order by selecting the "SUR" order type

**TEKLİF GİRİŞİ**

**Teklif Tipi:** STD **Teklif Durumu:** Aktif

**Miktar (x1000 Sm³):** 5000 x1000 Sm³ **Fiyat(TL):** 875

**Fiziksel Nokta:** ALNG

İşlem Limiti: 0.000.000,00 **Sat** **Al**  
e Zamanı: 17:57:26

Figure-2.13: Submitting an order by selecting a location for Local/Zonal contracts

### 2.1.5.3. My Orders

In the "My Orders" table, all order transactions related to the contracts that are being shown in the "Daily Contracts", "Weekly Contracts" and/or "Local/Zonal Contracts" fields of the organization are listed. The line in which the most recent transaction occurs is shown at the top of the table. My Orders table is updated in real time.

KONTRAT	TARİH	TİP	MİKTAR	FİYAT	NOKTA	YÖN	STATÜ	İŞLEM
GG20180223	22.02.2018 10:08	SUR	1000	850,00		Alış	Aktif	Q
GG20180223	22.02.2018 10:06	OEYE	500	870,00		Alış	Pasif	Q
GG20180223	22.02.2018 10:05	STD	5500	910,00		Satış	Kısmi Eyleti	Q

(1 of 1) << < 1 >> >>

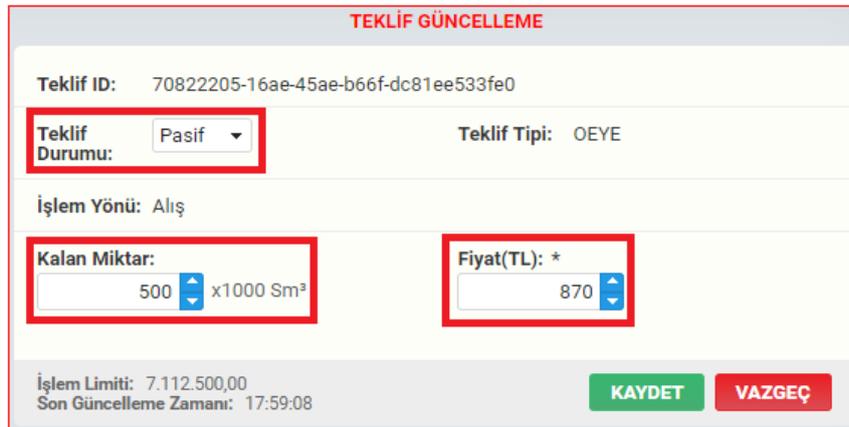
Figure-2.14: "My Orders" section screen

- 1- "Contract" column shows the name of the contract.
- 2- "Date" column shows the date and time of the last movement on the order.
- 3- "Order type" column shows the order type selected by the Market User while submitting the offer (STD, OEYE or SUR).
- 4- "Quantity" column displays the quantity in x1000 Sm<sup>3</sup>.
- 5- "Price" column displays the price in TRY/1000 Sm<sup>3</sup>.
- 6- "Location" column displays the name of the order location with 3 letters, if an order is submitted on the Local/Zonal contract.
- 7- "Direction" column displays the direction of the order ("Bid" or "Sales").
- 8- "Status" field displays the order status. There are 6 order statuses in total: Active, Passive, Cancelled, Matched, Partially Matched, KEKİ (Partially Matched Rest Is Cancelled), KEZA (Partially Matched Lapsed). The "Update" icon is shown for orders with the statuses "Active", "Passive", "Partially Matched". This icon is not shown for other statuses.
- 9- The [View] icon on the "Transaction" column shows the "Order History" (Figure-2.15-a). Clicking on the [Edit] icon will open the "Order Update" screen (Figure-2.15-b). On the update screen, changes can be made to the "Order Status, Quantity and Price" information. Other information is passive and cannot be changed. To approve the changes made on the screen, click the [SAVE] button and to reject the changes, click the [CANCEL] button.



TEKLİF GEÇMİŞİ								
TARİH	TEKLİF ID	TEKLİF MİKTARI	TEKLİF FİYATI	KALAN MİKTAR	EŞLEŞME MİKTARI	EŞLEŞME FİYATI	KULLANICI	VEİ
22.02.2018 10:06	70822205-16ae-45ae-b66f-dc81ee533fe0	500	870,00	500			DPK11354	

Figure-2.15-a: Order History screen



**TEKLİF GÜNCELLEME**

Teklif ID: 70822205-16ae-45ae-b66f-dc81ee533fe0

Teklif Durumu:  Teklif Tipi: OEYE

İşlem Yönü: Alış

Kalan Miktar:  x1000 Sm<sup>3</sup> Fiyat(TL): \*

İşlem Limiti: 7.112.500,00  
Son Güncelleme Zamanı: 17:59:08

**KAYDET** **VAZGEÇ**

Figure-2.15-b: Order Update screen

### 2.1.6. Market Matches

The table "Market Matches" displays the matches for contracts shown in the "Contracts" and "Local/Zonal Contracts" fields. The line in which the most recent transaction is carried out is shown at the top of the table. A match cancelled by EXIST Natural Gas Admin is shown with strike-through text. Market Matches table is updated in real time.

PİYASA EŞLEŞMELERİ				
KONTRAT	TARİH	MİKTAR	FİYAT	NOKTA
GG20180223	22.02.2018 10:29	1000	900,00	
GG20180223	22.02.2018 10:24	1250	910,00	

1 (1 of 1) 2 3 4 5

Figure-2.16: Market Matches screen

- 1- "Contract" column shows the name of the contract. This can be filtered with ComboBox.
- 2- "Date" column shows the date and time.
- 3- "Quantity" column displays the quantity in x1000 Sm<sup>3</sup>.
- 4- "Price" column displays the price in TRY/1000 Sm<sup>3</sup>.
- 5- "Location" column displays the short name of the match location in Local/Zonal contracts.

### 2.1.7. Market Notifications

Market Notifications table is updated in real time and the most recent 5 notifications are shown on the screen. The line that contains the most recent notification is shown at the top.

PİYASA BİLDİRİMLERİ		
TARİH	BAŞLIK	DUYURU METNİ
23.02.2018 08:45	Parametre Değişikliği	23/02/2018 gaz günü itibari ile Kontrat İşlemleri başlangıç saati/bitiş saati G-1 08:00/G+1 14:00 olarak işlem görecektir.

1 (1 of 1) 2 3

Figure-2.17: Market Notifications screen

- 1- "Date" column shows the date and time.
- 2- "Title" column displays the title of the announcement.
- 3- "Announcement Text" column contains the contents of the announcement. The portion that does not fit in the relevant cell is shown as "...". When the ellipsis is clicked, the whole text is shown.

### 2.1.8. Creating Orders

When the Market Users log in to the STP, the Market Transactions Home Page screen is displayed. The contract on which an order is to be submitted is selected from the "Contracts" table (Figure-2.18). To create an order, the relevant fields in the Order Entry section are filled out.

KONTRATLAR (Son Güncelleme Zamanı: 11:11:14)										Miktar: x 1000 Sm <sup>3</sup> Fiyat: TL / 1000 Sm <sup>3</sup>	
	KONTRAT	EN İYİ ALIŞ		EN İYİ SATIŞ		EN YÜKSEK ESLEŞME FİYATI	SON ESLEŞME FİYATI	GÜNCEL AĞIRLIKLİ ORTALAMA	STATÜ	KALAN SÜRE	
		Miktar	Fiyat	Fiyat	Miktar						
<input type="radio"/>	GG20180227						--	--	Aktif	2   02:48:19	
<input checked="" type="radio"/>	GG20180226						--	--	Aktif	1   02:48:19	
<input type="radio"/>	GG20180225						--	--	Aktif	02:48:19	

Figure-2.18: Selection of "Contract"

TEKLİF GİRİŞİ

Teklif Tipi:

Teklif Durumu:

Fiyat(TL): \*

İşlem Limiti: 10.000.000,00  
Son Güncelleme Zamanı: 10:33:03

1

TEKLİF GİRİŞİ

Teklif Tipi:

Teklif Durumu:

Miktar (x1000 Sm<sup>3</sup>):

İşlem Limiti: 10.000.000,00  
Son Güncelleme Zamanı: 10:33:03

2

Figure-2.19: Selection of "Order Type" and "Order Status"

TEKLİF GİRİŞİ

Teklif Tipi:

Teklif Durumu:

Miktar (x1000 Sm<sup>3</sup>):

Fiyat(TL): \*

İşlem Limiti: 10.000.000,00  
Son Güncelleme Zamanı: 11:22:02

3 4 5

Figure-2.20: "Quantity" and "Price" entry

- 1- Select one of the "OEYE" (Match and Remove), "STD" (Standard) or "SUR" (Timed) order types from the Order Type field (Figure-2.19). The ComboBox shows "STD" as default and no order type is shown as selected. It is mandatory to choose in order to enter an order. Timed orders are lapsed as of the expiration of the period.
- 2- All users may create orders with active or passive status. The ComboBox shows "Active" as the default selection. (Figure-2.19).
- 3- All users have to enter the quantity when entering an order. "Quantity" field is left blank by default. The unit for quantity is x1000 Sm<sup>3</sup>.
- 4- Market participants have to enter the "Price" when entering an order. The field is left blank by default.
- 5- After checking all the fields that are selected and filled out, click the [Sell] or [Buy] button (Figure-2.20).
- 6- A "System Warning" message is displayed on the screen to allow the opportunity to cancel the order or prevent wrong orders from being submitted. In the warning message on the screen, carefully check the information highlighted in **yellow** in Figure-2.21. To cancel the order, click the [NO] button and to proceed, click the [YES] button.
- 7- Lastly, a system message confirming that the order has been saved appears on the screen (Figure-2.22). Click on the [OK] button. The order is now created.
- 8- After the procedure has been completed, new order information is displayed in the "Order Book" section of the Market Transactions Home Page (Figure-2.23).

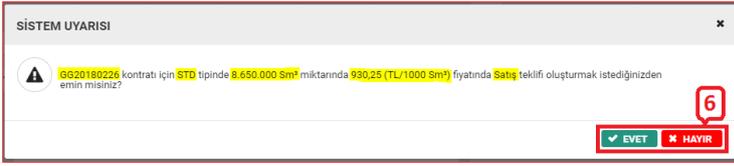


Figure-2.21: System warning on the screen to carry out the last checks before creating the order

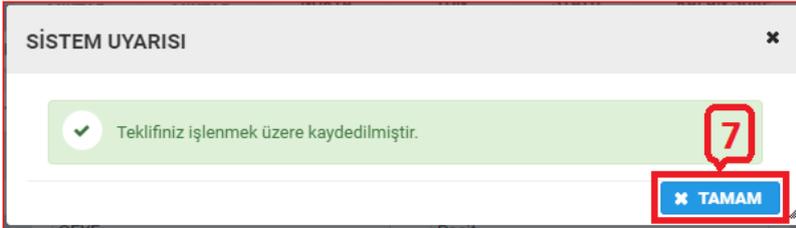


Figure-2.22: Information message on the screen confirming that the order has been created

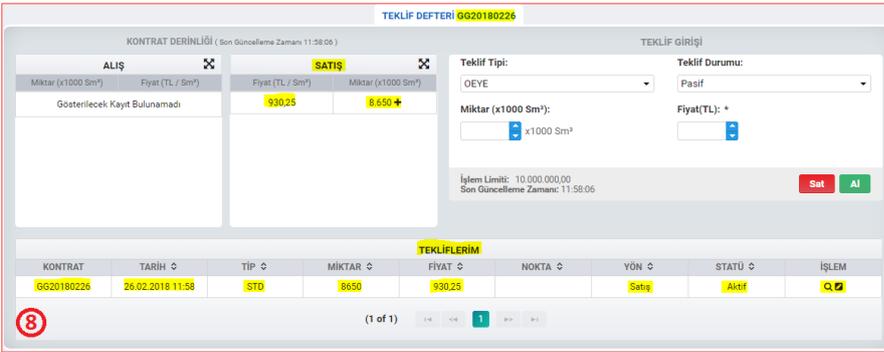


Figure-2.23: Created order appearing in the "Order Book " section

## 2.2. Orders and Matches

Market Participants select the "Orders and Matches" title from the "Market Transactions" menu. The "Orders and Matches" screen is opened in the system (Figure-2.24).

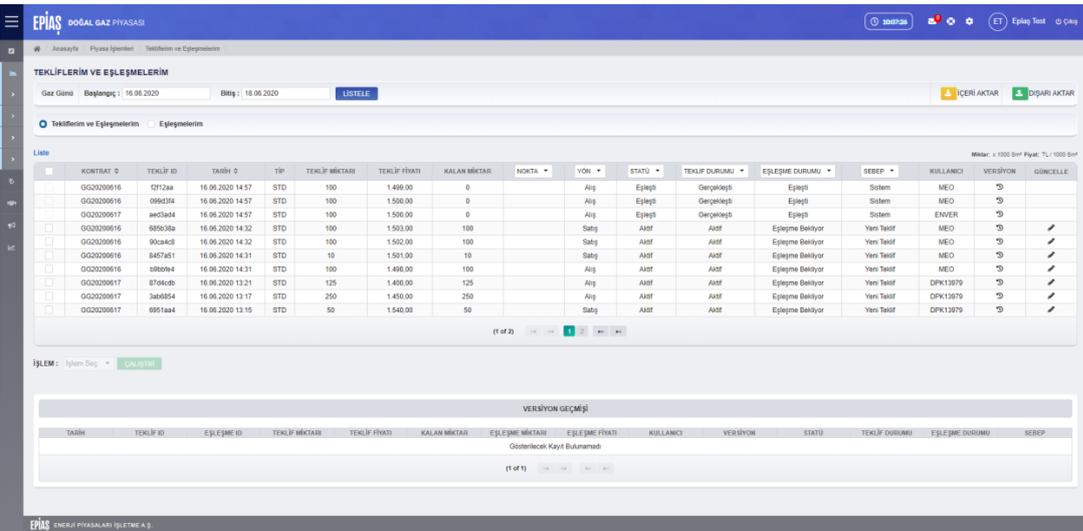


Figure-2.24: Orders and Matches screen

At the top of the screen, the "Gas Day" Radio Button is displayed as selected. In the date selection field, the gas days related to the active contracts are selected. Click the [LIST] button to display the orders and matches within the selected timeframe in the section "List of Orders and Matches". With the [Import] button, "Import" operation from an Excel file is performed and with the [Export] button, "Export" operation for the information on the list that appears on the screen to an Excel file is performed (Figure-2.25).

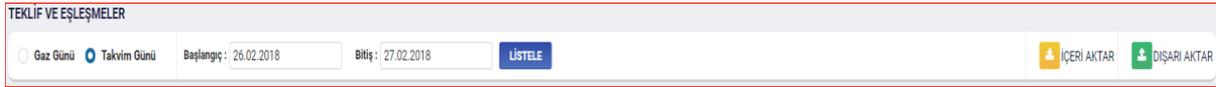


Figure-2.25: Orders and Matches header screen

### 2.2.1. List of Orders and Matches

The details of the transactions carried out by Market Participants on the "Market Transactions Home Page" are shown on this page. The relationship between the status, order status and matching status of the orders submitted is shown in Figure-2.26.

Movement	Status	Order Status	Matching Status	Reason
Newly Created Order	Active	Active	Waiting for Match	New Order
Partially Matched Order	Partial Match	Realized	Partial Match	System
Updating the Partially Matched Order	Partial Match	Realized	Partial Match	User Movement
Contract Expiration of the Partially Matched Order	KEZA	Cancelled	Partial Match	Contract Lapse
Order Expiration of the Partially Matched Order	KEKİ	Cancelled	Partial Match	Order Lapse
Cancellation of the Partially Matched Order by the User (Remaining Portion)	KEKİ	Cancelled	Partial Match	User Movement
Updating the Order Waiting for a Match	Active	Active	Waiting for Match	User Movement
Contract Expiration of the Order Waiting for a Match	Lapsed	Cancelled	No Match	Contract Lapse
Order Expiration of the Order Waiting for a Match	Cancelled	Cancelled	No Match	Order Lapse
Cancellation of the Order Waiting for a Match	Cancelled	Cancelled	No Match	User Movement
Matching of the Order Waiting for a Match	Matched	Realized	Matched	System

Figure-2.26: Status, Order Status and Matching Status Relationship

Figure-2.27: List of Orders and Matches screen

- 1- This is for selecting the order line. By default, no order line is selected. More than 1 line can be selected, however only orders with "Active" Order Status can be selected.
- 2- "Contract" column displays the name of the relevant contract for the transaction.
- 3- "Date" column displays the last date on which the order was subjected to a transaction.
- 4- "Type" column displays the Order Type selected during the transaction.
- 5- "Quantity" column displays the Quantity information entered while creating the order.
- 6- "Price" column displays the Price information entered while creating the order.

- 7- "Remaining Quantity" column displays the difference between the initial quantity entered while creating the order and the fully or partially matched portion of the order.
- 8- "Location" column displays the Location information for the Local/Zonal contract transactions.
- 9- "Direction" column displays the direction of the order (Bid or Sales).
- 10- "Status" column displays the status information that is subject to change according to the order movements specified in Figure-2.26.
- 11- "Order Status" column displays one of the following statuses for the order: "Active", "Passive", "Cancelled" or "Realized".
- 12- "Matching Status" column displays one of the following statuses for the match: "Waiting for Match", "Partial Match", "Matched" or "No Match".
- 13- "Reason" column displays the reason for the last transaction carried out for the relevant order. Reason information is generated automatically by associating one of the options in the previously defined list with the last transaction carried out.
- 14- "User" column displays the name of the user who is authorized to carry out transactions on behalf of the Market Participant, who logged into the system with their own password and carried out the relevant order transaction.
- 15- Clicking the icon on the "Version" column, in the same line that contains the order, will display the version history for the order in the "Version History" table below the page. The version history table is blank by default. The version history table shows the oldest version of the order at the top (Figure-2.28).
- 16- Clicking the "Update" icon will open the "Order Update" Pop-Up screen to update the order in the relevant line, which is also shown on the Home Page for order updates (Figure-2.29). The update procedure is identical to the Order Update on the "Home Page".

TEKLİF VE EŞLEŞMELER LİSTESİ													Miktar: x 1000 TL Fiyat: TL / 1000 TL	
KONTRAT ID	TARİHİ	TİPİ	MİKTAR	FİYAT	KALAN MİKTAR	NOKTA	YÖN	STATÜ	TEKLİF DURUMU	EŞLEŞME DURUMU	SEBEP	KULLANICI	VERSİYON	GÜNCELLE
0020180227	26.02.2018 13:53	STD	1000	860,00	350		Alış	Kısmi Eşleşti Kalan İptal	İptal	Kısmi Eşleşti	Validasyon Hatası	DPK11254		
0020180227	26.02.2018 13:51	STD	200	800,00	0		Satış	Eşleşti	Gerçekleşti	Eşleşti	Sistem	DPK11254		
0020180226	26.02.2018 11:58	STD	8650	930,25	8650		Satış	Aktif	Aktif	Eşleşme Bekliyor	Yeni Teklif	DPK11254		

(2 of 2)

İŞLEM: İşlem Seç ÇALIŞTIR

VERSİYON GEÇMİŞİ												
TARİHİ	MİKTAR	FİYAT	KALAN MİKTAR	EŞLEŞME MİKTARI	EŞLEŞME FİYATI	KULLANICI	VERSİYON	STATÜ	TEKLİF DURUMU	EŞLEŞME DURUMU	SEBEP	
26.02.2018 13:53	1000	860,00	1000	350	850,00	DPK11254	V1	Aktif	Aktif	Eşleşme Bekliyor	Yeni Teklif	
26.02.2018 13:53	1000	860,00	350			SYSTEM	V2	Kısmi Eşleşti	Aktif	Kısmi Eşleşti	Sistem	
26.02.2018 13:53	1000	860,00	350			SYSTEM	V2	Kısmi Eşleşti Kalan İptal	İptal	Kısmi Eşleşti	Validasyon Hatası	

(1 of 1)

Figure-2.28: Version History screen

**TEKLİF GÜNCELLEME** ✕

Teklif ID : 8070c07d-6425-483b-a2db-a899a37e52f3 Teklif Durumu : Aktif

---

Teklif Tipi : STD İşlem Yönü : Satış

Kalan Miktar : 16650 x1000 Sm<sup>3</sup> Fiyat : 930,25

İşlem Limiti: 10.951.125,00  
Son Güncelleme Zamanı: 18:40:54

Kaydet Vazgeç

Figure-2.29: Order Update screen

### 2.2.2. Transaction

"Order Status" can be changed on the "Orders and Matches" page, using the "Transaction" section. The procedure can be performed by choosing more than 1 order at a time. There are 3 (three) options: "Active", "Passive" and "Cancelled". However the options in the ComboBox vary according to the status of the relevant orders in the screen.

**Alternative-1:** If the selected orders only have "Passive" status; "Active" and "Cancel" options are listed in the Transaction ComboBox (Figure-2.30).

KONTRAT ID	TARİH	TİP	MİKTAR	FİYAT	KALAN MİKTAR	NOKTA	YÖN	STATÜ	TEKLİF DURUMU	EŞLEŞME DURUMU	SEBEP	KULLANICI	VERSİYON	GÜNCELLE
0020180228	27.02.2018 10:25	STD	350	870,00	350		Alış	Aktif	Aktif	Eşleşme Bekliyor	Yeni Teklif	DPK11354		
0020180228	27.02.2018 10:27	STD	900	960,00	500		Satış	Passif	Passif		Yeni Teklif	DPK11354		

İŞLEM : Aktif CALIŞTIR

İşlem Seç: Aktif Passif

Figure-2.30: "Transaction" options when only "Passive" orders are selected

**Alternative-2:** If the selected orders only have "Active" status or both "Active" and "Passive" status; "Cancel" option is listed in the Transaction ComboBox (Figure-2.31).

KONTRAT ID	TARİH	TİP	MİKTAR	FİYAT	KALAN MİKTAR	NOKTA	YÖN	STATÜ	TEKLİF DURUMU	EŞLEŞME DURUMU	SEBEP	KULLANICI	VERSİYON	GÜNCELLE
0020180228	27.02.2018 10:25	STD	200	869,75	0		Satış	Eyleyi	Görevlendirildi	Eşleşti	Sistem	DPK11354		
0020180228	27.02.2018 10:25	STD	350	870,00	150		Alış	Kısmi Eyleyi	Aktif	Kısmi Eşleşti	Sistem	DPK11354		
0020180228	27.02.2018 10:25	STD	200	875,00	200		Satış	İptal	İptal	Eşleşmedi	Kullanıcı Hareketi	DPK11354		
0020180228	27.02.2018 10:27	STD	500	900,00	500		Satış	Passif	Passif		Yeni Teklif	DPK11354		

İŞLEM : İptal CALIŞTIR

İşlem Seç: Aktif Passif İptal

Figure-2.31: "Transaction" options when both "Active" and "Passive" orders are selected together

Select the operation to be performed (E.g. changing a "Passive" order into "Active") from the list in the ComboBox and click the [RUN] button. A "System Warning" is displayed on the screen (Figure-2.32). To cancel, click the [NO] button and to proceed, click the [YES] button and complete the procedure.

**SİSTEM UYARISI** ✕

Seçili teklifleri Aktif statüsüne almak istediğinizden emin misiniz?

✕ HAYIR
✓ EVET

Figure-2.32: "System Warning" screen for the approval of the status change

### 2.2.3. Import / Export



Figure-2.33: Header section of the "Orders and Matches" page

**1-** "Import" is the procedure where Market Participants upload their orders (more than 1) to the system through the "Orders and Matches" screen, via CSV or XLSX files, with a single operation. When the User clicks the "Import" button, a "System Warning" appears on the screen (Figure-2.34). Click the [YES] button and the system will open the file selection window (Figure-2.35). The user selects the file to be uploaded and clicks the "Upload" button. The orders in the relevant Excel file are transferred to the system automatically. To verify the action performed, the "Order Upload Status" is displayed on the screen (Figure-2.36). Clicking the [OK] button will complete the procedure. A maximum of 30 orders can be uploaded at once.

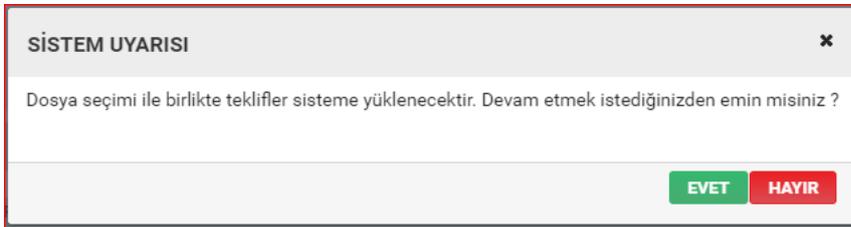


Figure-2.34: "System Warning" for "Import" approval

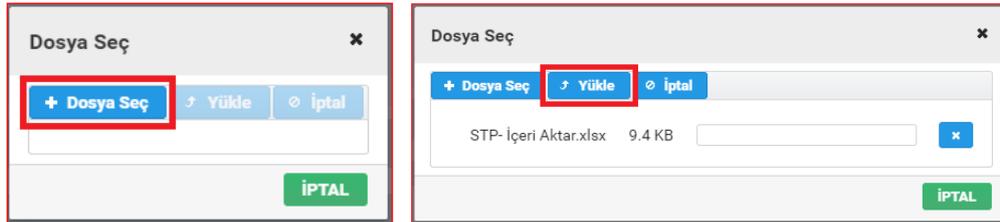


Figure-2.35: "Select File" screen

TEKLİF YÜKLEME DURUMU								
KONTRAT	TİP	MİKTAR	FIYAT	NOKTA	YÖN	STATÜ	SÜRE	DURUM
GG20180228	STD	200.0	900.0		Satış	Aktif		✓
GG20180228	STD	250.0	790.0		Alış	Pasif		✓
GG20180228	STD	300.0	800.0		Alış	Aktif		✓
GG20180228	STD	100.0	875.0		Satış	Aktif		✓

Figure-2.36: Order Upload Status screen

2- "Export" is the procedure where Market Participants export their orders that are shown in the "List of Orders and Matches" screen. When the User clicks the "Export" button, the information is exported in the CSV or XLSX format (Figure-2.37). In order to complete this procedure, at least 1 (one) record must be available in the "List of Orders and Matches" field. During the export procedure, all records are exported regardless of the filtering preferences. However there are no "Version" and "Update" columns.

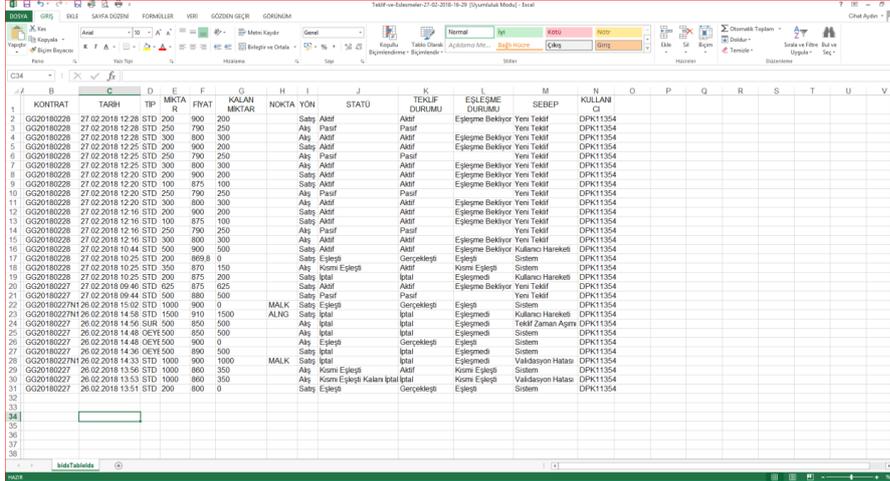


Figure-2.37: Excel screenshot of an exported "Orders and Matches" field

### 2.3. Market Results

Market Results show the matches that occurred on the contracts and prices related to the reference and balancing calculated for the relevant gas day. Market Participants can list all the matches specific to a contract or view the matches of their own organization (Figure-2.38). The Gas Day to be viewed is selected from the "Gas Day" ComboBox at the top of the page (Figure-2.39).

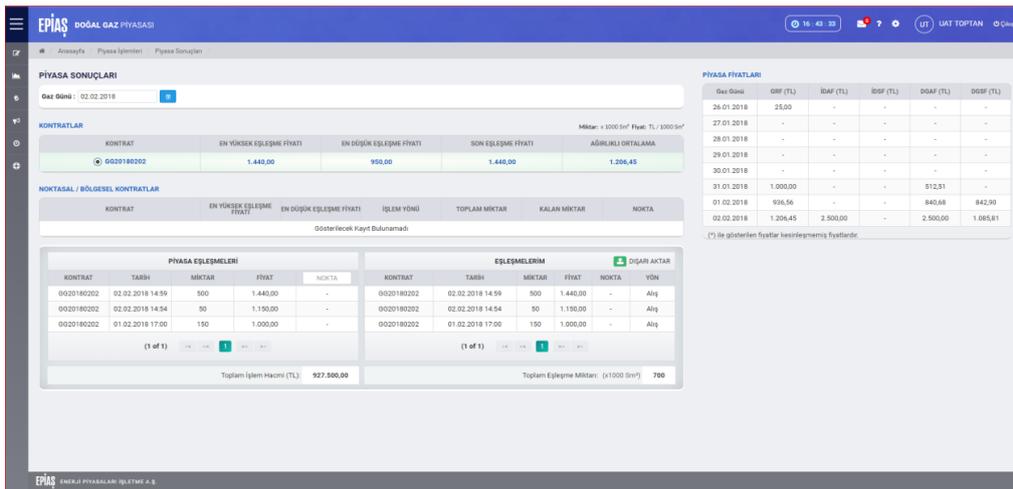


Figure-2.38: "Market Results" screen



Figure-2.39: "Gas Day" selection

### 2.3.1. Contracts (Daily and Weekly)

With the Gas Day selection, contracts for the gas day with the gas delivery date "dd/mm/yyyy" are listed in the "Contracts" and "Local/Zonal Contracts" fields.

KONTRATLAR					Miktar: x 1000 Sm <sup>3</sup> Fiyat: TL / 1000 Sm <sup>3</sup>
KONTRAT	EN YÜKSEK EŞLEŞME FİYATI	EN DÜŞÜK EŞLEŞME FİYATI	SON EŞLEŞME FİYATI	AGIRLIKLI ORTALAMA	
<input checked="" type="radio"/> GG20200605	-	-	-	-	
<input type="radio"/> HI202023	1.550,00	1.500,00	1.520,00	1.504,83	
<input type="radio"/> HT202023	1.550,00	1.500,00	1.550,00	1.506,25	

Figure-2.40: "Contracts" field on the "Market Results" screen

- 1- "Contract" column displays the names of the contracts that belong to the selected "Gas Day". When the gas day is selected, the CheckBox is checked by default.
- 2- "Highest Matching Price" cell indicates the highest matching price within the relevant contract.
- 3- "Lowest Matching Price" cell indicates the lowest matching price within the relevant contract.
- 4- "Last Matching Price" indicates the price for the latest match within the relevant contract.
- 5- "Weighted Average" displays the weighted price according to the quantity for the relevant contract.

### 2.3.2. Local/Zonal Contracts

NOKTASAL / BÖLGESEL KONTRATLAR						
KONTRAT	EN YÜKSEK EŞLEŞME FİYATI	EN DÜŞÜK EŞLEŞME FİYATI	İŞLEM YÖNÜ	TOPLAM MİKTAR	KALAN MİKTAR	NOKTA
<input checked="" type="radio"/> GG20180227N1	900,00	900,00	Alış	4000	3000	ALNG_MALK ...

Figure-2.41: "Local/Zonal Contracts" field on the "Market Results" screen

- 1- "Contract" column displays the names of the contracts that belong to the selected "Gas Day". When the gas day is selected, the CheckBox is checked by default. There can be more than 1 contracts for a selected "Gas Day".
- 2- "Highest Matching Price" cell indicates the highest matching price within the relevant contract.
- 3- "Lowest Matching Price" cell indicates the lowest matching price within the relevant contract.
- 4- "Transaction Direction" may be "Bid" or "Sales" according to the choice made by the BOTAŞ Transmission user when creating the contract.
- 5- "Total Quantity" is the value entered by the BOTAŞ Transmission user during the opening of the contract, and is expressed in x1000 Sm<sup>3</sup>.
- 6- "Remaining Quantity" field shows (Total Order Quantity -  $\Sigma$  Match Quantities).
- 7- In the "Location" field, the abbreviated names of the locations on which the contract is opened is shown. If more than one locations have been selected and these do not fit in the relevant cell, the rest is shown as "...". The abbreviated names of all locations are shown when the ellipsis is clicked.

### 2.3.3. Market Matches

Depending on the CheckBox marking, all market matches related to the contracts listed in the "Contracts" table or the "Local/Zonal Contracts" table are included in the table. The line in which the most recent transaction has taken place is shown at the top.

1	2	PİYASA EŞLEŞMELERİ			4	5
KONTRAT	TARİH	MİKTAR	FİYAT	NOKTA		
GG20180227	26.02.2018 14:48	500	890,00	-		
GG20180227	26.02.2018 13:56	650	850,00	-		
GG20180227	26.02.2018 13:53	650	850,00	-		
GG20180227	26.02.2018 13:51	200	800,00	-		

(1 of 1) << 1 >>

6

Toplam İşlem Hacmi (TL): 1.710.000,00

Figure-2.42: "Market Matches" field on the "Market Results" screen

- 1- "Contract" column shows the name of the contract.
- 2- "Date" column shows the date and time.
- 3- "Quantity" column displays the quantity in x1000 Sm<sup>3</sup>.
- 4- "Price" column displays the price in TRY/1000 Sm<sup>3</sup>.
- 5- "Location" column displays the short names of the match locations.
- 6- "Total Transaction Volume" is the "TRY" sum of the multiplications between match quantities and match prices for each line in the entire table.

### 2.3.4. My Matches

Depending on the CheckBox marking, all market matches related to the contracts listed in the "Contracts" table or the "Local/Zonal Contracts" table are included in the table. The line in which the most recent transaction has taken place is shown at the top.

1	2	EŞLEŞMELERİM			4	8	<input checked="" type="checkbox"/> DIŞARI AKTAR
KONTRAT	TARİH	MİKTAR	FİYAT	NOKTA	YÖN		
GG20180227	26.02.2018 14:48	500	890,00	5	6		
GG20180227	26.02.2018 13:56	650	850,00	-	Alış		
GG20180227	26.02.2018 13:53	650	850,00	-	Alış		
GG20180227	26.02.2018 13:51	200	800,00	-	Satış		

(1 of 1) << 1 >>

7

9

Toplam Eşleşme Miktarı: (x1000 Sm<sup>3</sup>) 2000

Ağırlıklı Ortalama Eşleşme Fiyatı: (TL / 1000 Sm<sup>3</sup>) 1.499,50

Figure-2.43: "My Matches" field on the "Market Results" screen

- 1- "Contract" column shows the name of the contract.
- 2- "Date" column shows the date and time.
- 3- "Quantity" column displays the quantity in x1000 Sm<sup>3</sup>.
- 4- "Price" column displays the price in TRY/1000 Sm<sup>3</sup>.

- 5- "Location" column displays the short names of the match locations.
- 6- "Direction" column displays the direction of the order ("Bid" or "Sales").
- 7- "Total Match Quantity" is the sum of the match quantities for each line in the entire table, expressed in x1000 Sm<sup>3</sup>.
- 8- When the User clicks the "Export" button, the information in the "My Matches" field is exported in the CSV or XLSX format.
- 9- "Weighted Average Matching Price" displays the weighted average price for all contracts of the organization, expressed in TRY/1000 Sm<sup>3</sup>.

### 2.3.5. Market Prices

Prices created as a result of automatic calculations carried out by the system at the end of the transactions carried out in the market. On all columns other than "Gas Day", the price is expressed in TRY/1000 Sm<sup>3</sup>.

1- Gaz Günü	2- GRF (TL)	3- İDAF (TL)	4- İDSF (TL)	5- DGAF (TL)	6- DGSF (TL)
26.01.2018	25,00	-	-	-	-
27.01.2018	-	-	-	-	-
28.01.2018	-	-	-	-	-
29.01.2018	-	-	-	-	-
30.01.2018	-	-	-	-	-
31.01.2018	1.000,00	-	-	512,51	-
01.02.2018	936,56	-	-	840,68	842,90
02.02.2018	1.206,45	2.500,00	-	2.500,00	1.085,81

(\*) ile gösterilen fiyatlar kesinleşmemiş fiyatlardır.

Figure-2.44: "Market Prices" field on the "Market Results" screen

- 1- "Gas Day" column includes date values in "dd/mm/yyyy".
- 2- "GRF" column displays the "Daily Reference Price" for the relevant gas day.
- 3- "İDAF" column displays the "Additional Balancing Bid Price" for the relevant gas day.
- 4- "İDSF" column displays the "Additional Balancing Sales Price" for the relevant gas day.
- 5- "DGAF" column displays the "Balancing Gas Bid Price" for the relevant gas day.
- 6- "DGSF" column displays the "Balancing Gas Sales Price" for the relevant gas day.

### 2.4. Objection Procedures

Market Participants may raise 2 (two) types of objections in the Market Objection Procedures section.

- 1. Matching Objections: After the match in the STP, participants who are parties to the match can raise an objection within a period of 15 minutes following the match.
- 2. Other Objections: Allows the users to raise objections at any time in any subject. After the objections have been raised, EXIST users respond to these objections through their own screens.

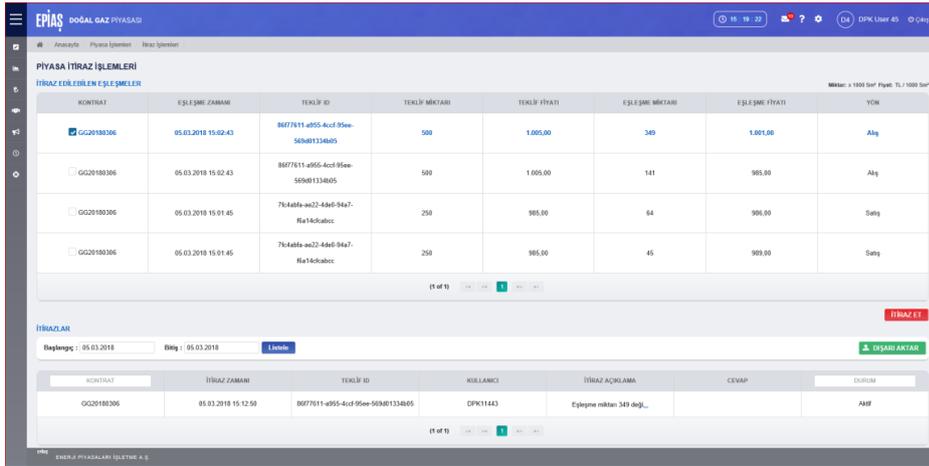


Figure-2.45: "Market Objection Procedures" screen

### 2.4.1. Objectionable Matches

The maximum period to object to a match that is finalized in the STP is 15 minutes. Therefore, the matches occurred in the last 15 minutes on active contracts are listed in the "Objectionable Matches" field. Mark the match to be objected by clicking on the Radio Button at the top of the contract. Then, click the [OBJECT] button (Figure-2.46). Provide the details of the objection to be raised in the "Objection Text" field in pop-up window with a clear and plain description, and click on the [OBJECT] button (Figure-2.47). On the "System Warning" screen, click [NO] to cancel and click [YES] to proceed and complete the objection procedure (Figure-2.48). The message: "Your objection was successfully saved." appears on the screen (Figure-2.49). Now, your objection is sent to the EXIST Admin user. The EXIST Admin user carries out the necessary investigations and evaluations. If the objection is found to be invalid, it is "Rejected". If it is found to be valid, it is "Accepted" and a reply is sent.

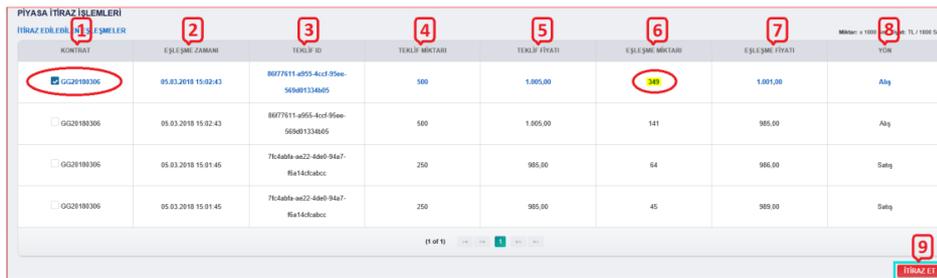


Figure-2.46: "Objectionable Transactions" field

- 1- "Contract" column displays the name of the contract. The Radio Button at the top of the contract name is clicked.
- 2- "Matching Time" column displays the date and time.
- 3- "Order ID" field displays the ID information of the order.
- 4- "Order Quantity" column displays the quantity information for the listed orders.
- 5- "Order Price" column displays the price information for the order.
- 6- "Matching Quantity" column displays the quantity information for the match.
- 7- "Matching Price" column displays the price information for the match.
- 8- "Direction" column indicates the direction of the order as "Bid" or "Sales".
- 9- The objection procedure is initiated by clicking the "Object" button.

**İTİRAZ ET**
✕

**İtiraz Tipi**

**İTİRAZ METNİ**

Eşleşme miktarı 349 değil, 394 olmalıydı. Sistemsel bir hata olduğunu düşünmekteyiz. Konunun incelenip tarafımıza bilgi verilmesini arz ederiz.

Figure-2.47: Objection text field

**SİSTEM UYARISI**
✕

?

İtiraz işlemi gerçekleştirmek istediğinizden emin misiniz?

Figure-2.48: System Warning

**SİSTEM UYARISI**
✕

✓

İtirazınız başarı ile kaydedilmiştir.

Figure-2.49: "Your objection was registered successfully." message

### 2.4.2. Objections

The "Objections" table shows the objections between the selected "Start" and "End" dates (Figure-2.50). The default Start and End date is the current day.

İTİRAZLAR								
Başlangıç : 05.03.2018 <span style="border: 1px solid red; border-radius: 50%; padding: 2px;">1</span>	Bitiş : 05.03.2018 <span style="border: 1px solid red; border-radius: 50%; padding: 2px;">2</span>	<input style="border: 1px solid red; border-radius: 50%; padding: 2px; width: 40px;" type="button" value="Listele"/>						<input style="border: 1px solid red; border-radius: 50%; padding: 2px; width: 60px;" type="button" value="DİŞARI AKTAR"/>
KONTRAT <span style="border: 1px solid red; border-radius: 50%; padding: 2px;">3</span>	İTİRAZ ZAMANI <span style="border: 1px solid red; border-radius: 50%; padding: 2px;">4</span>	TEKLİF ID <span style="border: 1px solid red; border-radius: 50%; padding: 2px;">5</span>	KULLANICI <span style="border: 1px solid red; border-radius: 50%; padding: 2px;">6</span>	İTİRAZ AÇIKLAMA <span style="border: 1px solid red; border-radius: 50%; padding: 2px;">7</span>	CEVAP <span style="border: 1px solid red; border-radius: 50%; padding: 2px;">8</span>	DURUM <span style="border: 1px solid red; border-radius: 50%; padding: 2px;">9</span>		
GG20180306	05.03.2018 15:12:50	8077611-a955-4cd-95ee-569d01334b05	DPK11443	Eşleşme miktarı 349 değil.		Aktif	(1 of 1) <span style="border: 1px solid red; border-radius: 50%; padding: 2px;">10</span>	

Figure-2.50: "Objections" field

**1-** There are no time restrictions between the "Start" and "End" dates. Search can be performed within any interval.

- 2- Click the [List] button after entering the required interval. The objections raised during the interval defined on the screen are shown.
- 3- "Contract" column shows the name of the contract.
- 4- "Objection Time" column displays the date and time of the objection.
- 5- "Order ID" column displays the ID information of the order.
- 6- "User" column shows the name of the user who raised the objection.
- 7- "Objection Description" field displays the text entered by the user. Any information that does not fit in the cell is shown as "...". When the ellipsis is clicked, the whole text is shown.
- 8- "Reply" column shows the reply text written by the EXIST Admin. Any information that does not fit in the cell is shown as "...". When the ellipsis is clicked, the whole text is shown.
- 9- "Status" column shows the objection status. "All", "Active", "Accepted" and "Rejected" options are listed in the objection status ComboBox.
- 10- When the User clicks the "Export" button, the objections listed are exported in the CSV or XLSX format.

### 3. SECURITY AND ADVANCE PROCEDURES

This is the screen through which the Participants can monitor their status and calculations regarding the procedures such as Advance Notification, First Appropriation Data, Transaction Security, Invoice Transaction Security and Imbalance Security.

#### 3.1. Advance Notification

The status of the user who views the page must be either "Suspended" or "Approved".

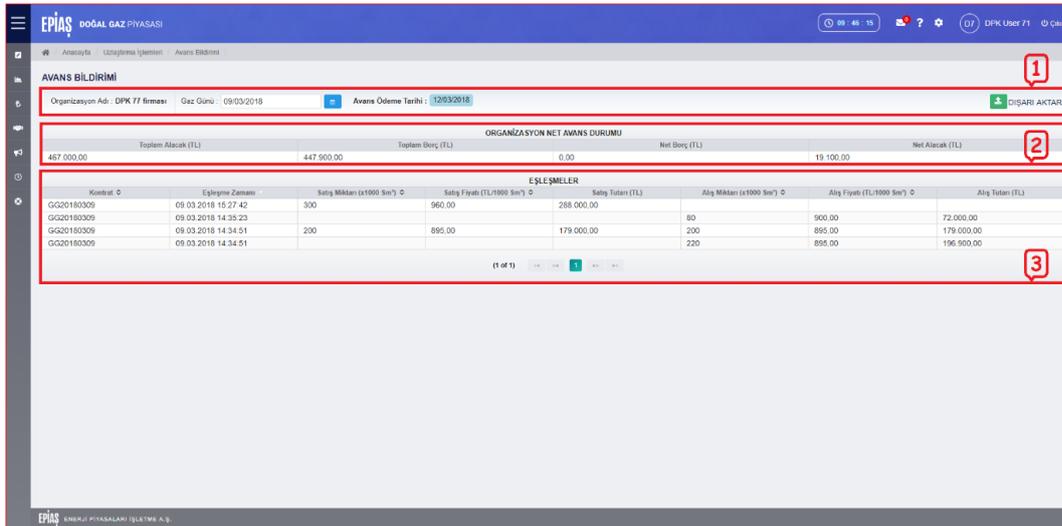


Figure-3.1: "Advance Notification" screen

#### 3.1.1. Advance Notification - Header Field

The "Gas Day" for the latest Advance Notification calculated is selected by default.



Figure-3.2: Header field

- 1- "Organization's Name" field is shown as text.
- 2- "Gas Day" field is displayed in the "dd/mm/yyyy" format. The user can select the "Gas Day" through the Calendar icon.
- 3- "Advance Payment Date" field is displayed in the "dd/mm/yyyy" format. As the advance payment of a given gas day is made on the next day at the earliest, when the user selects the "Gas Day", the "Advance Payment Date" is automatically shown as the day after the date on which the notification related to the relevant gas day was sent. If this day is a holiday, than the date is shown are the next business day.
- 4- When the User clicks the "Export" button, the tables on the screen are exported in the Excel format.

### 3.1.2. Organization's Net Advance Status

In the Organization's Net Advance Status table, amounts related to the items are expressed in "TRY" (Figure-3.3). If the organization is a creditor, the "Net Debts" field will show "0" and if the organization is a debtor, the "Net Receivables" field will show "0".

ORGANİZASYON NET AVANS DURUMU					
Toplam Alacak (TL)		Toplam Borç (TL)		Net Borç (TL)	
173.460,00	339.574,00	166.114,00	0,00		

Figure-3.3: Organization's Net Advance Status field

- 1- "Total Receivables" indicate the total amount of receivables arising from the sales made by the Organization on all contracts, including the N/B contracts pertaining to the selected gas day.
- 2- "Total Debts" indicate the total amount of debts excluding tax arising from the purchases made by the Organization on all contracts, including the N/B contracts pertaining to the selected gas day.
- 3- "Net Debts" is the amount calculated by offsetting the Total Receivables and Total Debts items.  $Net\ Debts = \max\{(Total\ Debts - Total\ Receivables), 0\}$
- 4- "Net Receivables" is the amount calculated by offsetting the Total Receivables and Total Debts items.  $Net\ Receivables = \max\{(Total\ Receivables - Total\ Debts), 0\}$

### 3.1.3. Matches

The Matches table shows the matches of the relevant organization on the contracts pertaining to the selected gas day (Figure-3.4). The match information in the table is arranged from the newest to the oldest according to the matching time.

EŞLEŞMELER							
Kontrat	Eşleşme Zamanı	Satış Miktarı (x1000 Sm <sup>3</sup> )	Satış Fiyatı (TL/1000 Sm <sup>3</sup> )	Satış Tutarı (TL)	Alış Miktarı (x1000 Sm <sup>3</sup> )	Alış Fiyatı (TL/1000 Sm <sup>3</sup> )	Alış Tutarı (TL)
GG20180306	05.03.2018 18:02:08				35	916,00	32.060,00
GG20180306	05.03.2018 17:53:32	72	1.047,00	75.384,00			
GG20180306	05.03.2018 17:53:32	34	1.044,00	35.496,00			
GG20180306	05.03.2018 17:53:32	40	1.043,00	41.720,00			
GG20180306	05.03.2018 17:46:41				55	941,00	51.755,00
GG20180306	05.03.2018 17:46:41				90	950,00	85.500,00
GG20180306	05.03.2018 17:46:41				21	955,00	20.055,00
GG20180306	05.03.2018 17:46:19				44	955,00	42.020,00
GG20180306	05.03.2018 17:46:19				46	980,00	45.080,00
GG20180306	05.03.2018 17:45:38	20	1.043,00	20.860,00			

Figure-3.4: Matches field

## 3.2. First Appropriation Data

This is the screen where the "First Appropriation Data" information of the organization, obtained from BOTAŞ Transmission via the web service, is displayed (Figure-3.5).

Gaz Günü	Giriş (Sm³)				Çıkış (Sm³)				Pozitif Dengesizlik Miktarı (Sm³)	Negatif Dengesizlik Miktarı (Sm³)	BTM (Sm³)	Versiyon
	Fiziki Giriş	UDN Giriş	EPİAŞ Alış	Transfer Giriş	Fiziki Çıkış	UDN Çıkış	EPİAŞ Satış	Transfer Çıkış				
01.05.2020	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	v2
02.05.2020	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	v2
03.05.2020	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	v2
04.05.2020	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	v2
05.05.2020	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	v2
06.05.2020	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	v2
07.05.2020	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	v4
08.05.2020	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	v1
09.05.2020	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	v1
10.05.2020	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	v1
Toplam	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	

Figure-3.5: "First Appropriation Data" screen

### 3.2.1. First Appropriation Data - Header Field

In the header field, the screen is opened with the current month selected by default (Figure-3.6). The user selects the month for the transaction from the "Period" ComboBox. "Export" procedure can also be performed by clicking the [Export] button. The information in the table on the screen are exported in the Excel format.

Figure-3.6: Header field

### 3.2.2. First Appropriation Data Field

Information obtained from BOTAŞ Transmission via web service is shown as a table. Gas Day order starts from the first gas day of the month until the last gas day (Figure-3.7).

1	2	3	4	5	6	7	8	9	10	11	12	13	14
Gaz Günü	Fiziki Giriş	UDN Giriş	EPİAŞ Alış	Transfer Giriş	Fiziki Çıkış	UDN Çıkış	EPİAŞ Satış	Transfer Çıkış	Pozitif Dengesizlik Miktarı (Sm³)	Negatif Dengesizlik Miktarı (Sm³)	BTM (Sm³)	Sistem Yonu	Versiyon
01.05.2020	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	Pozitif Sistem Yonu	v2
02.05.2020	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	Negatif Sistem Yonu	v2

Figure-3.7: "First Appropriation Data" screen

- 1- "Gas Day" shows the standard "Gas Day" information within the relevant settlement period.
- 2- "Physical Input" shows the quantity of the physical input provided by BOTAŞ Transmission for the relevant gas day of the Organization.
- 3- "UDN Input" shows the quantity of the UDN input provided by BOTAŞ Transmission for the relevant gas day of the Organization.
- 4- "EXIST Purchase" shows the quantity of the purchases made on the STP for the relevant gas day of the Organization.

- 5- "Transfer Input" shows the quantity of the transfer input provided by BOTAŞ Transmission for the relevant gas day of the Organization.
- 6- "Physical Output" shows the quantity of the physical output provided by BOTAŞ Transmission for the relevant gas day of the Organization.
- 7- "UDN Output" shows the quantity of the UDN output provided by BOTAŞ Transmission for the relevant gas day of the Organization.
- 8- "EXIST Sale" shows the quantity of the sales made on the STP for the relevant gas day of the Organization.
- 9- "Transfer Output" shows the quantity of the transfer output provided by BOTAŞ Transmission for the relevant gas day of the Organization.
- 10- "Positive Imbalance Amount" shows the positive imbalance amount calculated by EXIST for the relevant gas day of the Organization.
- 11- "Negative Imbalance Amount" shows the negative imbalance amount calculated by EXIST for the relevant gas day of the Organization.
- 12- "Zonal Appropriation Quantity" shows the appropriation quantity provided by BOTAŞ Transmission pertaining to all N/B contracts for the relevant gas day of the Organization.
- 13- "System Direction" is calculated by EXIST on a gas day-basis by comparing the PDM and NDM values. This value may be Positive or Negative. It is used for Additional Balancing and BAST calculations.
- 14- "Version" indicates the version of the data pertaining to the relevant contract.

### 3.3. Transaction Security

Transaction Security is directly correlated with the "Transaction Limit" which draws the boundaries of the transactions to be carried out by the participant in the STP. Participants can carry out transactions according to the amount of the Transaction Security they have available. Transaction Security can also be described as an advance payment given for the purchase transactions to be carried out in the STP. The current calendar day is selected by default on the transaction security screen (Figure-3.8).

		04/06/2020		05/06/2020		06/06/2020		07/06/2020		08/06/2020		09/06/2020		10/06/2020	
Tarih	Sistem	Sistem Limiti (TL)	Sistem Limiti (TL)	Sistem Limiti (TL)	Sistem Limiti (TL)	Sistem Limiti (TL)	Sistem Limiti (TL)	Sistem Limiti (TL)	Sistem Limiti (TL)	Sistem Limiti (TL)	Sistem Limiti (TL)	Sistem Limiti (TL)	Sistem Limiti (TL)	Sistem Limiti (TL)	Sistem
01.06.2020 - 15:22	Taahhüt Ağı														
01.06.2020 - 15:21	Taahhüt Ağı														
01.06.2020 - 15:21	Taahhüt Ağı					-140.000,00	-140.000,00			-150.000,00	-150.000,00				
01.06.2020 - 15:21	Taahhüt Ağı					-140.000,00	-140.000,00								
28.05.2020 - 15:39	Eğilime Satış		-15.200,00	-15.200,00											
28.05.2020 - 12:27	Eğilime Satış		+1.500,00	+1.500,00											
28.05.2020 - 12:26	Eğilime Satış		+1.500,00	+1.500,00	+1.500,00	+1.500,00									
28.05.2020 - 12:23	Eğilime Satış		-7.500,00	-7.500,00	-7.500,00	-7.500,00									
27.05.2020 - 13:57	Eğilime Satış		-7.500,00	-7.500,00	-7.500,00	-7.500,00									
27.05.2020 - 13:52	Eğilime Satış		+15.400,00	+15.400,00											
27.05.2020 - 12:46	Eğilime Satış		-225.000,00	-225.000,00											
Net Değerim (TL)		-236.700,00	-236.700,00	-205.450,00	-205.450,00	-200.000,00	-200.000,00	-200.000,00	-200.000,00	-200.000,00	-200.000,00	-200.000,00	-200.000,00	-200.000,00	-200.000,00

Figure-3.8: "Transaction Security" screen

### 3.3.1. Transaction Security - Header Field

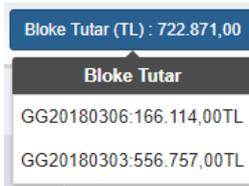


Figure-3.9: "Transaction Security" header field

- 1- "Date" field shows the current calendar day in the "DD/MM/YYYY" format. No selections can be made on the date field.
- 2- "Transaction Security (TRY)" field shows the Transaction Security information pertaining to the relevant gas day of the relevant organization. If the page is not opened again, no automatic updates will take place. The Transaction Security amount varies according to the results of the daily transaction security movements. Transaction Security (TRY) field is clickable and has a "Popover" feature. When the relevant field is clicked, a Popover is opened below the field. In the "Popover", daily transaction security movements are shown according to the following format;



- 3- "Blocked Amount (TRY)" field shows the amount which the relevant organization cannot withdraw from their Transaction Security account as a result of the market transactions that they have carried out. Blocked Amount (TRY) field is clickable and has a "Popover" feature. When the relevant field is clicked, a Popover is opened below the field. In the "Popover", values that affect the relevant Blocked Amount are shown on a Contract-basis according to the following format;



### 3.3.2. Transaction Limits

Matches and bid orders that affect the Transaction Limit for each gas day are shown. Cancelled bid orders or matches are not displayed here. According to the contract that is the subject of the transaction carried out in the relevant calendar day, the fields pertaining to the gas day to which that contract belongs will be filled out (Figure-3.10).



**FATURA İŞLEM VE DENGESİZLİK TEMİNATI**

Organizasyon Adı: 380 firması Son Teminat Çağırının Yapıldığı Tarih: 15.03.2018 - 03:00 Teminat Kontrolü Yapılacak Tarih: 15.03.2018 - 09:13

Teminat Durumu: Yeterli, Sisteme Girebilir. Teminatın yetersiz olduğu ardışık gün sayısı: 0

**15.03.2018 Tarihindeki Mevcut Teminat**

Beklenenden Gerekli FIT (TL)	Beklenenden Gerekli OT (TL)	Mevcut FIT (TL)	Mevcut OT (TL)
0	0	50000	0

**15.03.2018 Tarihinde Beklenenden Gerekli Teminat**

Fatura İşlem Teminatı (TL)	Dengesizlik Teminatı (TL)
0	0

**15.03.2018**

Fatura İşlem Teminatı

Avans Borç Teminatı (TL)	Fatura İşlem Teminatı (TL)
0	0.00

Dengesizlik Teminatı

GEİM	DCİM (İnce)	m	r	NBD (TL)	Dengesizlik Teminatı (TL)		
Tarih	Miktar (Ton)	Tarih	Fiyat (TL/1000 Ton)				
28.02.2018	0	26.02.2018	234.66	3	1	0.00	0.00

**Not:** Dengesizlik teminatı minimum değeri PUE'de 300.000 TL olarak belirlenmiştir.

**NBD Detay**

Date	Positif GEİM (Ton)	DGSF (TL/1000 Ton)	Negatif GEİM (Ton)	DGAF (TL/1000 Ton)	NBD (TL)	
01.02.2018	0	129.29	0	122.48	0.00	
02.02.2018	0	56.16	0	132	0.00	
03.02.2018	0	114.1	0	139.46	0.00	
04.02.2018	0	100	0	100	0	
05.02.2018	0	85.23	0	54.3	0.00	
06.02.2018	0	84.68	0	87.81	0.00	
07.02.2018	0	84.24	0	48.5	0.00	
08.02.2018	0	83.05	0	131.93	0.00	
TOPLAM						0.00

Figure-3.11: "Invoice Transaction and Imbalance Security" field

- 1- Header and Security Status field
- 2- Current Security and Required Security field
- 3- FIT, Imbalance and NBD Details field for the selected day

### 3.4.1. Header and Security Status Field

**FATURA İŞLEM VE DENGESİZLİK TEMİNATI**

Organizasyon Adı: 380 firması Son Teminat Çağırısının Yapıldığı Tarih: 15.03.2018 - 03:00 Teminat Kontrolü Yapılacak Tarih: 15.03.2018 - 09:13

Teminat Durumu: Yeterli, Sisteme Girebilir. Teminatın yetersiz olduğu ardışık gün sayısı: 0

Figure-3.12: Header and "Security Status" field

- 1- "Organization's Name" field shows the short name of the Organization in text.
- 2- "Date on Which the Last Security Call Was Made" shows the date and time in "DD/MM/YYYY - hh:mm" format.
- 3- "Date on Which a Security Control Will Be Performed" shows the date and time in "DD/MM/YYYY - hh:mm" format.
- 4- "Security Status" box contains information such as "Sufficient/Insufficient", "May/May Not Access the System" and "The number of consecutive days where security was insufficient".

### 3.4.2. Current Security and Required Security Field

15.03.2018 Tarihindeki Mevcut Teminat				
	Bulundurulması Gereken FİT (TL)	Bulundurulması Gereken DT (TL)	Mevcut FİT (TL)	Mevcut DT (TL)
<input checked="" type="radio"/>	0	0	500000	0

15.03.2018 Tarihinde Bulundurulması Gerekli Teminat		
	Fatura İşlem Teminatı (TL)	Dengesizlik Teminatı (TL)
<input type="radio"/>	0	0

Figure-3.13: "Current Security" and "Required Security" field

- 1- "Required FİT (TRY)" field shows the security amounts notified to TAKASBANK to be checked on the relevant date (G day).
- 2- "Required DT (TRY)" field shows the security amounts notified to TAKASBANK to be checked on the relevant date (G day).
- 3- "Current FİT (TRY)" field shows the current FİT available on the relevant date (G day).
- 4- "Current DT (TRY)" field shows the current FİT available on the relevant date (G day).
- 5- If the current day and the day on which the "Current Security" check is to be performed are not the same; "Invoice Transaction Security (TRY)" and "Imbalance Security (TRY)" information for the relevant day is shown on the "Current Security as of DD/MM/YYYY" field.

### 3.4.3. Invoice Transaction Security, Imbalance Security and NDB Details Field

15.03.2018							
Fatura İşlem Teminatı				Fatura İşlem Teminatı (TL)			
Avans Borç Tutarı (TL)				0.00			
0				0.00			
Dengesizlik Teminatı		ODM		DGAF (Max)		Dengesizlik Teminatı Toplamı (TL)	
Tarih	Miktar (Sm <sup>2</sup> )	Tarih	Fiyat (TL/1000 Sm <sup>2</sup> )	m	r	NDB (TL)	Dengesizlik Teminatı Toplamı (TL)
28.02.2018	0	26.02.2018	234.66	3	1	0.00	0.00
Not: Dengesizlik teminatı minimum değeri PUE'de 300.000 TL olarak belirlenmiştir.							
NDB Detay							
Date	Pozitif DM (Sm <sup>2</sup> )	DGSF (TL/1000 Sm <sup>2</sup> )	Negatif DM (Sm <sup>2</sup> )	DGAF (TL/1000 Sm <sup>2</sup> )	NDB (TL)		
01.02.2018	0	125.29	0	123.48	0.00		
02.02.2018	0	56.16	0	132	0.00		
03.02.2018	0	114.1	0	139.46	0.00		
04.02.2018	0	100	0	100	0		
05.02.2018	0	85.23	0	54.3	0.00		
06.02.2018	0	84.68	0	87.81	0.00		
07.02.2018	0	84.24	0	48.5	0.00		
08.02.2018	0	83.05	0	131.93	0.00		
TOPLAM					0.00		

Figure-3.14: "FİT, Imbalance and NDB Details" field

- 1- "Date" field shows the relevant "Gas Day".

- 2- "Advance Debt Amount (TRY)" on the "Invoice Transaction Security" table is calculated according to the formula specified in the relevant legislation.
- 3- "Invoice Transaction Security (TRY)" on the "Invoice Transaction Security" table is calculated according to the formula specified in the relevant legislation.
- 4- "Date" field shows the start date of the ODM account.
- 5- "ODM" field specifies the highest negative imbalance for the shipper within the last 10 days. (The last 10 days on the First Appropriation Data table is used.)
- 6- "DGAF<sub>max</sub>" specifies the highest DGAF price within the days on the ODM account.
- 7- "m" refers to the coefficient that represents the number of consecutive non-business days plus one, following the business day on which the security calculation was carried out, provided that the minimum value of m is 3 (three).
- 8- "r<sub>t</sub>" refers to the r factor; which takes the value of 1 if the rate of change between the first appropriation data of the relevant shipper, recorded within the month preceding the relevant month, and the latest appropriation adjusted at the end of the month does not exceed 5% (five percent); and when it exceeds, takes the value of (1+rate of change).
- 9- "NDB<sub>t</sub>", Net Imbalance Amount, indicates the cumulative total balance of the positive imbalance amounts and the negative imbalance amounts calculated according to the DGAF within the relevant days, for the day on which the imbalance security calculation was carried out, until the date the relevant shipper pays the invoice for the relevant month; and if the total balance is more than zero, indicates the balance that is considered to be zero.
- 10- The value under the "Imbalance Security Total (TRY)" column in the "Imbalance Security" table, is the "Imbalance Security" value calculated based on the organization, at the time of the security call. The Imbalance Security is calculated as follows:

$$\text{Imbalance Security}_t = (\text{ODM}_t \times \text{DGAF}_{\text{max}} \times m \times r_t) + \text{NDB}_t$$

- 11- Pursuant to the approved PUE, the "Note" field contains the statement "*Minimum value of the Imbalance Security has been determined in PUE as 300.000 TRY*".
- 12- "NDB Date" field lists the days for which advance notification was sent, however for which the invoice is not yet paid or the days which are not yet invoiced.
- 13- "Positive DM (Sm<sup>3</sup>)" column shows the positive imbalance quantities.
- 14- "DGSF (TRY/1000Sm<sup>3</sup>)" value is the value published in the STP on the relevant day.
- 15- The negative imbalance quantities specified in the "Negative DM (Sm<sup>3</sup>)" column are shown with "+".
- 16- "DGAF (TRY/1000Sm<sup>3</sup>)" value is the value published in the STP on the relevant day.
- 17- The "NDB (TRY)" value calculated in case the exemption quantity is positive, is shown as a negative value.  
The "NDB (TRY)" value calculated in case the exemption quantity is negative is shown as a positive value.  
The last line of the NDB (TRY) column shows the sum of the NDB (TRY) values.

## 4. SETTLEMENT PROCEDURES

Settlement procedures in the Natural Gas Market are evaluated on monthly periods. Settlement calculations are performed by EXIST using the BOTAŞ Transmission and TAKASBANK data and STP matches.

BOTAŞ Transmission sends EXIST user-based data as a result of the shippers' actual movements along the pipelines. This data contains the compiled version of the meter data owned by the relevant organization.

From TAKASBANK, information regarding the receivables and returns arising from previous periods, which will be reflected on the invoices of the participant before each settlement period, and the delay interest arising from these two items is obtained.

Another input for the settlement calculation are the transactions carried out by the participants in the STP. Payments related to these transactions are processed as advance payments on a gas-day basis, however invoicing takes place at the end of the month.

After all the data is uploaded, EXIST performs Settlement Procedures for each shipper at the end of the relevant month.

### 4.1. Final Allocation Data

BOTAŞ Transmission sends the Latest Appropriation Data compiled from the organizations to EXIST, to be used in the settlement calculations. This data is used for calculating the settlement items in relation to the imbalances of the participants (Figure-3.15).

**SON TAHSİSAT VERİLERİ**

Uzlaşma Dönemi : Nisan 2020  
 GEDM Dönemi : Faturalama Dön.  
 Veri Yükleme Başlangıç Zamanı : 06.05.2020 / 14:37  
 Veri Yükleme Bitiş Zamanı : 08.05.2020 / 14:38  
 Veri Yükleme Durumu : Kapatıldı  
 Fatura Tahvil Tarihi : 13/05/2020  
 Fatura Son Ödeme Tarihi : 20/05/2020  
 Uzlaşma Durumu : Kesintisiz

**SON TAHSİSAT VERİLERİ**

Gas Giriş	Fikri Giriş	UDW Giriş	Giriş (Sm³)	EPİAŞ Giriş	Transfer Giriş	Fikri Çıkış	UDW Çıkış	Çıkış (Sm³)	EPİAŞ Çıkış	Transfer Çıkış	Pozitif Dengesizlik Miktarı (Lm³)	Negatif Dengesizlik Miktarı (Lm³)	BTM (Lm³)	Sistem Yığılı	Durum
01.05.2020	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Pozitif Sistem Yanlı v2
02.05.2020	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Negatif Sistem Yanlı v2
03.05.2020	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Negatif Sistem Yanlı v2
04.05.2020	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Pozitif Sistem Yanlı v2
05.05.2020	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Negatif Sistem Yanlı v2
06.05.2020	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Negatif Sistem Yanlı v2
07.05.2020	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Pozitif Sistem Yanlı v2
08.05.2020	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Negatif Sistem Yanlı v2
09.05.2020	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Pozitif Sistem Yanlı v2
10.05.2020	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Negatif Sistem Yanlı v2
11.05.2020	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Negatif Sistem Yanlı v2
12.05.2020	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Negatif Sistem Yanlı v2
13.05.2020	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Pozitif Sistem Yanlı v2
14.05.2020	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Pozitif Sistem Yanlı v2
<b>Toplam</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

Figure-4.1: Final Allocation Datascreen

#### 4.1.1. Header Field

SON TAHİSSAT VERİLERİ								
Uzlaşma Dönemi : Nisan 2020	GDDK Dönemi : Faturalanan Dön	Veri Yükleme Başlangıç Zamanı : 08.05.2020 / 14:37	Veri Yükleme Bitiş Zamanı : 08.05.2020 / 14:38	Veri Yükleme Durumu : Kapalı	Fatura Tebliğ Tarihi : 13/05/2020	Fatura Son Ödeme Tarihi : 29/05/2020	Uzlaşma Durumu : Kasnaptırma	9 DIŞARI AKTAR
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	

Figure-4.2: Header Field

- 1- By default, the "Settlement Period" pertaining to the preceding month is opened.
- 2- From the Retroactive Adjustment Item (GDDK) field, the Invoice Period whose information was adjusted is selected.
- 3- "Data Upload Start Time" information is shown as the start time specified in the parameters related to the relevant settlement period.
- 4- "Data Upload End Time" information is shown as the end time specified in the parameters related to the relevant settlement period.
- 5- If the current date is between the data upload start and end dates, Data Upload Status is shown as "Open", and if not, it is shown as "Closed".
- 6- "Invoice Notification Date" is shown in the "DD/MM/YYYY" format.
- 7- "Invoice Payment Deadline" is shown in the "DD/MM/YYYY" format.
- 8- "Settlement Status" shows the status of the settlement procedures as of the current day.
- 9- "Export" procedure is performed by clicking the [Export] button. The information in the table on the screen are exported in the Excel format.

#### 4.1.2. Final Allocation Field

SON TAHİSSAT VERİLERİ																	
1	Giriş (Sm³)					Çıkış (Sm³)				Pozitif Dengesizlik (MWh) (Sm³)		Negatif Dengesizlik (MWh) (Sm³)		İTİM (Sm³)		13	14
	2	3	4	5	6	7	8	9	10	11	12	Sistem Yöneli	Veri Yöneli				
01.05.2020	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	Pozitif Sistem Yönü	v2
02.05.2020	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	Negatif Sistem Yönü	v2
03.05.2020	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	Negatif Sistem Yönü	v2
04.05.2020	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	Negatif Sistem Yönü	v2
05.05.2020	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	Pozitif Sistem Yönü	v2
06.05.2020	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	Negatif Sistem Yönü	v2
07.05.2020	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	Pozitif Sistem Yönü	v2
08.05.2020	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	Negatif Sistem Yönü	v2
09.05.2020	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	Pozitif Sistem Yönü	v2
10.05.2020	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	Negatif Sistem Yönü	v2
11.05.2020	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	Negatif Sistem Yönü	v2
12.05.2020	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	Negatif Sistem Yönü	v2
13.05.2020	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	Pozitif Sistem Yönü	v2
14.05.2020	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	Pozitif Sistem Yönü	v2
Toplam	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00		

Figure-4.3: Final allocation data field

- 1- "Gas Day" shows the standard "Gas Day" information for daily contracts within the relevant settlement period.
- 2- Physical Entry shows the quantity of the physical input provided by BOTAŞ Transmission for the relevant gas day of the Organization.
- 3- UDN Entry (National Virtual Entry Point) shows the quantity of the UDN input provided by BOTAŞ Transmission for the relevant gas day of the Organization.
- 4- "EXIST Purchase" shows the quantity of the purchases made on the STP for the relevant gas day of the Organization.
- 5- Transfer Entry

shows the quantity of the transfer input provided by BOTAŞ Transmission for the relevant gas day of the Organization.

**6-** Physical Exit shows the quantity of the physical output provided by BOTAŞ Transmission for the relevant gas day of the Organization.

**7-** UDN Exit (National Virtual Exit Point) shows the quantity of the UDN output provided by BOTAŞ Transmission for the relevant gas day of the Organization.

**8-** "EXIST Sale" shows the quantity of the sales made on the STP for the relevant gas day of the Organization.

**9-** Transfer Exit shows the quantity of the transfer output provided by BOTAŞ Transmission for the relevant gas day of the Organization.

**10-** Positive Imbalance Quantity: shows the positive imbalance quantity calculated by EXIST for the relevant gas day of the Organization.

**11-** Negative Imbalance Quantity: shows the negative imbalance quantity calculated by EXIST for the relevant gas day of the Organization.

**12-** Zonal allocation quantity shows the allocation quantity provided by BOTAŞ Transmission pertaining to all N/B contracts for the relevant gas day of the Organization.

**13-** 14-13- "System Direction" is calculated by EXIST on a gas day-basis by comparing the PDM and NDM values. This value may be Positive or Negative. It is used for Additional Balancing and BAST calculations.

**14-** "Version" indicates the version of the data pertaining to the relevant contract.

## 4.2. Monthly Settlement Notice

The screenshot shows the EPIAS Monthly Settlement Notice interface. It includes a header with navigation options, a main title 'AYLIK UZLAŞTIRMA BİLDİRİMİ', and several data tables. Red circles with numbers 1 through 5 highlight specific sections: 1. Header field, 2. Summary of Receivables table, 3. Summary of Debts table, 4. GDDK Summary table, and 5. Monthly Settlement Summary table.

Figure-4.4: "Monthly Settlement Notice" screen

- 1- Header Field
- 2- "Summary of Receivables" field
- 3- "Summary of Debts" field
- 4- "GDDK Summary" field
- 5- "Monthly Settlement Summary" field

#### 4.2.1. Header Field

1	2	3	4	5
AYLIK UZLAŞTIRMA BİLDİRİMİ				
Uzlaşırma Dönemi : Ocak 2018	Fatura Tebliğ Tarihi : 09/03/2018	Fatura Son Ödeme Tarihi : 20/03/2018	Uzlaşırma Durumu : Kesirleşirne	DIŞARI AKTAR

Figure-4.5: Header Field

- 1- By default, the "Settlement Period" pertaining to the preceding month is opened.
- 2- "Invoice Notification Date" is shown in the "DD/MM/YYYY" format.
- 3- "Invoice Payment Deadline" is shown in the "DD/MM/YYYY" format.
- 4- "Settlement Status" shows the status of the settlement procedures as of the current day.
- 5- "Export" procedure is performed by clicking the [Export] button. The information in the table on the screen are exported in the Excel format.

#### 4.2.2. Summary of Receivables

ALACAK ÖZETİ									
1	2	3	4	5	6	7	8	9	
STP Satış Tutarı (TL)	Pozitif Dengesizlik Tutarı (TL)	BAST Alacak (TL)	Tahsil Edilemeyen Alacak İade (TL)	Gecikme Zammı Tutarı (TL)	GDDK Tutarı (TL)	Toplam (TL)	KDV (TL)	KDV'li Toplam (TL)	
142.804,00	427.265,91	3.317,22	0,00	0,00	0,01	573.387,13	103.209,68	676.596,81	

Figure-4.6: "Summary of Receivables" field

- 1- "STP Sales Amount (TL)" is the sum total of the matches in the Sales Quantity field.
- 2- "Positive Imbalance Amount" shows the Positive Imbalance Amount for the relevant day.
- 3- Neutralisation Receivables? show the BAST receivable amount for the relevant day.
- 4- "Uncollectible Receivable Return" amount (if any) is shown.
- 5- "Delay Interest Amount" (if any) is shown.
- 6- "Retrospective Adjustment Amount" (if any) for the previous period is shown.
- 7- "Total (TRY)" is the Total amount of receivables.
- 8- "VAT (TRY)" is the VAT portion of the Total amount of receivables.
- 9- "Total + VAT (TRY)" is the Final amount of receivables.

#### 4.2.3. Summary of Debts

BORÇ ÖZETİ										
1	2	3	4	5	6	7	8	9	10	11
STP Alış Tutarı (TL)	Negatif Dengesizlik Tutarı (TL)	N/B Dengesizlik Tutarı (TL)	İÜ (TL)	BAST Borç (TL)	Tahsil Edilemeyen Alacak (TL)	Gecikme Zammı Tutarı (TL)	GDDK Tutarı (TL)	Toplam (TL)	KDV (TL)	KDV'li Toplam (TL)
1.282.234,00	607.856,55	0,00	13.398,69	0,00	0,00	0,00	5,99	1.903.483,23	342.623,38	2.246.086,61

Figure-4.7: "Summary of Debts" field

- 1- "STP Purchase Amount (TL)" is the sum total of the matches in the Purchase Quantity field.
- 2- "Negative Imbalance Amount" shows the Negative Imbalance Amount for the relevant day.
- 3- "N/B Negative Imbalance Amount" shows the amount calculated for the relevant day according to the N/B Negative Imbalance Amount formula.
- 4- "İÜ" is the Operating Fee calculated according to the amount determined as per the Board resolution.
- 5- Neutralisation Debt? show the BAST debt amount for the relevant day.
- 6- "Uncollectible Receivable" amount (if any) is shown.
- 7- "Delay Interest Amount" (if any) is shown.
- 8- "Retrospective Adjustment Amount" (if any) for the previous period is shown.

- 9- "Total (TRY)" is the Total amount of debts.
- 10- "VAT (TRY)" is the VAT portion of the Total amount of debts.
- 11- "Total + VAT (TRY)" is the Final amount of debts.

#### 4.2.4. GDDK Summary

1	2	3	4	5	6
Uzlaşma Dönemi	GDDK Alacak	GDDK Borç	Düzeltilme Tutarı Alacak	Düzeltilme Tutarı Borç	Değer
Kasım 2018	0,00	-5,87	0,00	0,00	-
Eylül 2018	0,00	-3,31	0,00	0,00	-
<b>Toplam</b>	<b>0,00</b>	<b>-9,18</b>	<b>0,00</b>	<b>0,00</b>	<b>-</b>

NOT: Belirtilen tutarlar GDDK hesabı sonucunda oluşmuş fark tutarlarıdır. Pozitif tutarlar alacak, negatif tutarlar borcu yansıtmaktadır.

- 1- "Settlement Period" shows the invoice periods for which the GDDK procedure is performed.
- 2- "GDDK Receivables" shows the Positive difference amount determined as a result of the GDDK calculations performed in the relevant invoice periods.
- 3- "GDDK Debts" shows the Negative difference amount determined as a result of the GDDK calculations performed in the relevant invoice periods.
- 4- "Adjustment Amount Receivables" shows the amount of receivables determined as a result of GDDK calculations.
- 5- "Adjustment Amount Debts" shows the amount of debts determined as a result of GDDK calculations.
- 6- When the [^] button is clicked, the "GDDK Period Details" screen is opened. The detailed parameters of the transaction carried out are shown.

#### 4.2.5. Monthly Settlement Summary

1	2	3	4	5	6	7	8	9	10	11	12
Gas Day	GRF (TRY)	Sales Quantity (Sm <sup>3</sup> )	Sales Amount (TL)	Purchase Quantity (Sm <sup>3</sup> )	Purchase Amount (TL)	Positive DM (Sm <sup>3</sup> )	Positive DM Amount (TL)	Negative DM (Sm <sup>3</sup> )	Negative DM Amount (TL)	DM (Sm <sup>3</sup> )	DM Amount (TL)
01.01.2019	1.988,87	0	0,00	0	0,00	1.834,48	1.838,26	7.321,82	11.279,34	0	0,00
02.01.2019	1.988,54	0	0,00	0	0,00	1.833,82	1.838,48	48.982,74	78.296,45	0	0,00
03.01.2019	1.988,85	0	0,00	0	0,00	1.848,82	1.858,88	0	0,00	48.493,87	78.498,55
04.01.2019	1.914,49	0	0,00	0	0,00	1.882,82	1.908,88	0	0,00	98.818,79	184.328,41
05.01.2019	1.988,19	13.980	25.988,00	0	0,00	1.827,88	1.832,78	3.721,48	5.784,21	0	0,00

Figure-4.8: "Monthly Settlement Summary" field

##### 4.2.5.1. Settlement of Market Transactions

- 1- "Gas Day" lists the gas delivery days within the Month.
- 2- "GRF (TRY)" shows the Daily Reference Price for the relevant day.
- 3- "Sales Quantity (Sm<sup>3</sup>)" indicates the quantity of all matches that occurred in the sales direction for the relevant delivery day.
- 4- "Sales Amount (TL)" is the sum total of the matches in the Sales Quantity field.
- 5- "Purchase Quantity (Sm<sup>3</sup>), indicates the quantity of all matches that occurred in the purchase direction for the relevant delivery day.
- 6- "Purchase Amount (TL)" is the sum total of the matches in the Purchase Quantity field.

##### 4.2.5.2. Settlement of Imbalances

- 1- "DGAF (TRY)", Balancing Gas Purchase Price
- 2- "DGSF (TRY)", Balancing Gas Sales Price
- 3- "Positive DM (Sm<sup>3</sup>)" shows the Positive Imbalance Quantity for the relevant day.

- 4-** "Positive DÖ (TRY)" shows the Positive Imbalance Amount for the relevant day.
- 5-** "Negative DM (Sm<sup>3</sup>)" shows the Negative Imbalance Quantity for the relevant day.
- 6-** "Negative DÖ (TRY)" shows the Negative Imbalance Amount for the relevant day.
- 7-** "BDÖ Quantity (Sm<sup>3</sup>)" is the field where the zonal imbalance quantities sent by BOTAŞ for the relevant gas day based on the N/B contract are shown together.
- 8-** "N/B Negative DÖ (TRY)" shows the Negative Imbalance Amount calculated for the relevant day according to the N/B Negative Imbalance Amount formula above.
- 9-** "N/B Positive DÖ (TRY)" shows the Positive Imbalance Amount calculated for the relevant day according to the N/B Positive Imbalance Amount formula above.
- 10-** "BAST Receivables (TRY)" show the BAST receivable amount for the relevant day.
- 11-** "BAST Debts (TRY)" show the BAST debt amount for the relevant day.
- 12-** You can click the "Detail" icon to go to the "Daily Settlement Details" page for the relevant day.