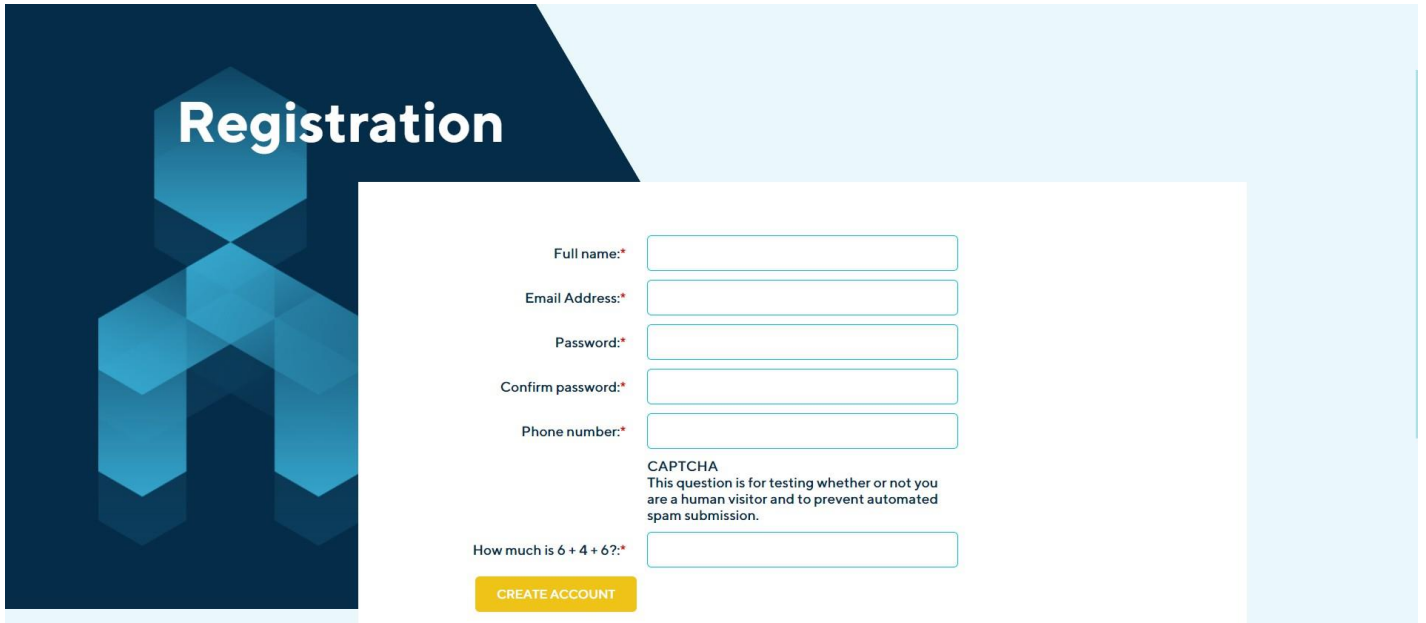


RBP USER REGISTRATION GUIDE

Installing and logging on with Microsoft Authenticator multifactor authentication (MFA) to RBP

1. RBP NETWORK USER REGISTRATION

1.1. Visit the [RBP Portal URL](#) and register the account.

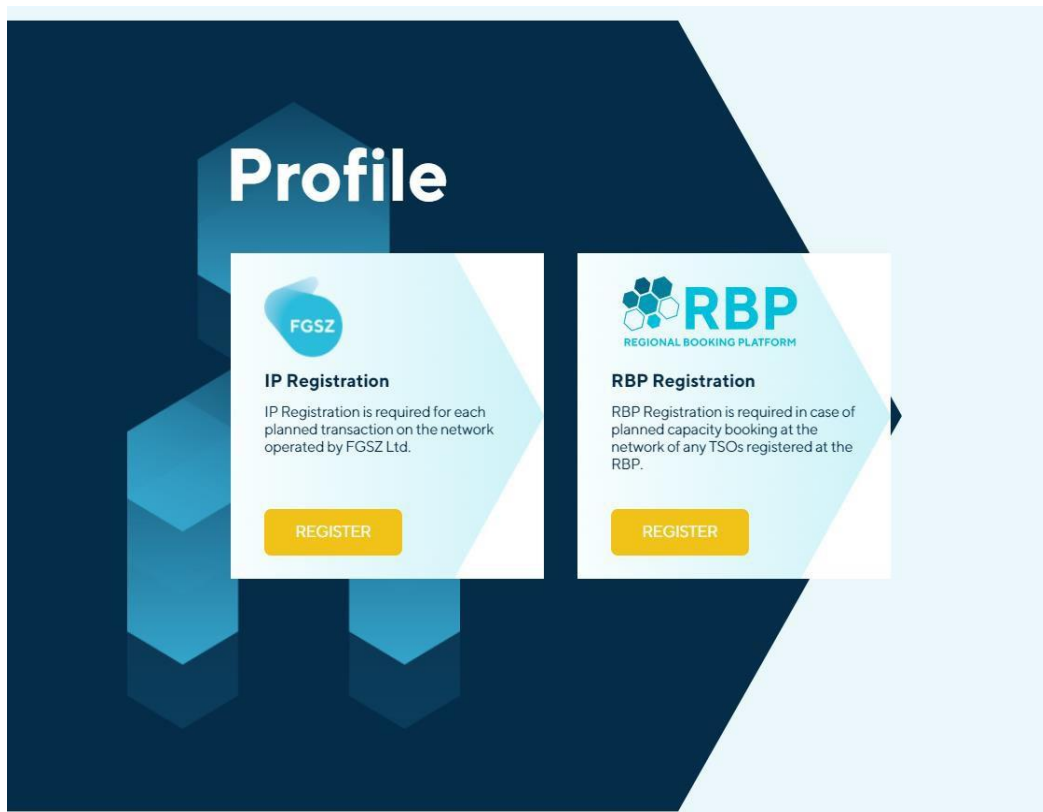


The screenshot shows a registration form titled "Registration" on a dark blue background. The form fields include:

- Full name:*
- Email Address:*
- Password:*
- Confirm password:*
- Phone number:*
- CAPTCHA: This question is for testing whether or not you are a human visitor and to prevent automated spam submission.
- How much is 6 + 4 + 6?:*

A yellow "CREATE ACCOUNT" button is located at the bottom of the form.

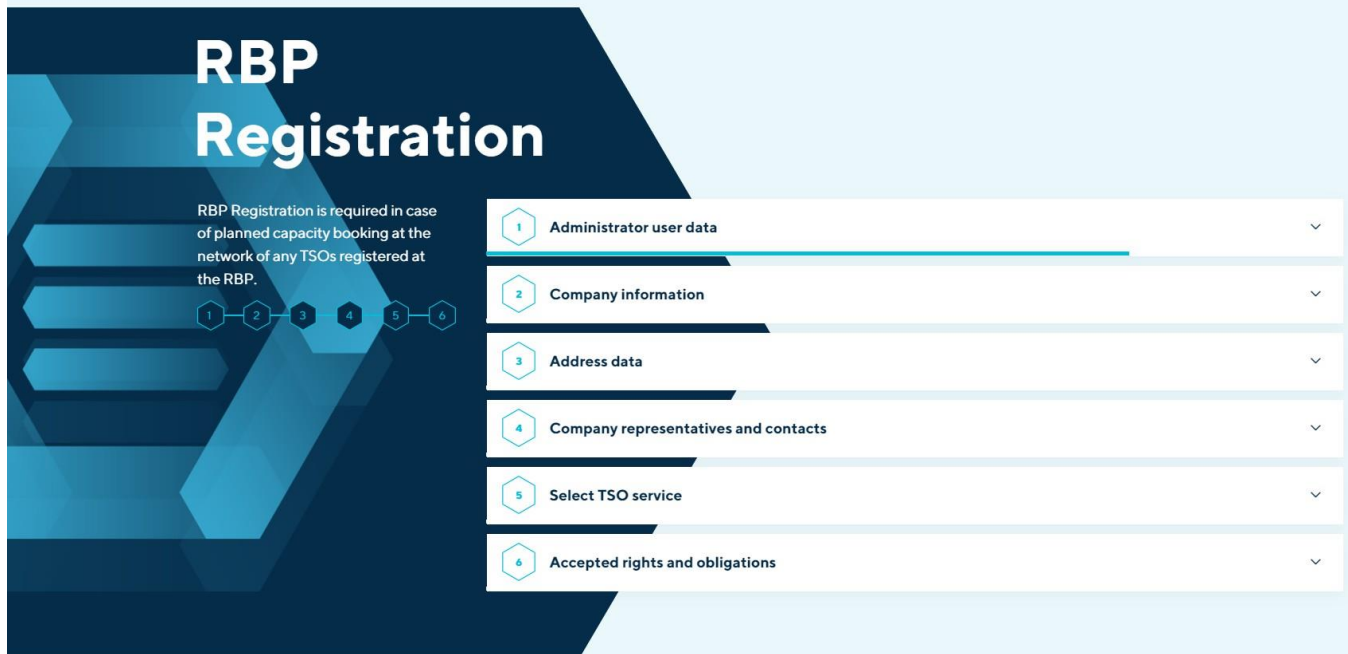
1.2. After completing the account registration, please proceed to the company registration by clicking on the **RBP Registration** button.



The screenshot shows a "Profile" page with two registration options:

- IP Registration** (FGSZ logo): IP Registration is required for each planned transaction on the network operated by FGSZ Ltd.
- RBP Registration** (RBP logo): RBP Registration is required in case of planned capacity booking at the network of any TSOs registered at the RBP.

- 1.3. Go through the different sections of the registration by filling required fields. Please upload the scanned signed power of attorney for performing actions on the RBP platform and the a scanned current extract from [the Unified State Register of Legal Entities, Natural Persons-Entrepreneurs and Public Formations](#) with a notarized translation of the extract into English using the **Upload** and «+» buttons. Please after carefully checking all checkboxes and accepting terms and conditions click on **Submit**.



RBP Registration

RBP Registration is required in case of planned capacity booking at the network of any TSOs registered at the RBP.

1 2 3 4 5 6

- 1 Administrator user data
- 2 Company information
- 3 Address data
- 4 Company representatives and contacts
- 5 Select TSO service
- 6 Accepted rights and obligations

1 Administrator user data

Full name:* ⊗ Field is required

Email Address:* ⊗ Field is required

Phone number:* ⊗ Field is required

I intend to access the application with:* ⌵

Power of Attorney:*

Please upload the power of attorney of the above Administrator in .pdf format.

6 Upload documents

Please fill in the following documents

- The copy of the company extract that is not older than 30 days (in Hungarian or in English)

Document name:* ⊗ Field is required

File name:*

7 Accepted rights and obligations

I understood, agree and accept:
 By completing the registration, I declare that I have read, understood and agree to the terms set out in the Network User Membership Agreement and in the Regional Booking Platform. I take all responsibility for any activities that I have made during registration or for the purposes of our subsequent users.

I understood, agree and accept:
 I take all responsibility for any activities that I have made during registration or for the purposes of our subsequent users.

I understood, agree and accept:
 I understand that the registration will be validated by the RBP Operator upon receipt of the original copies of the Network Usage Membership Agreement.

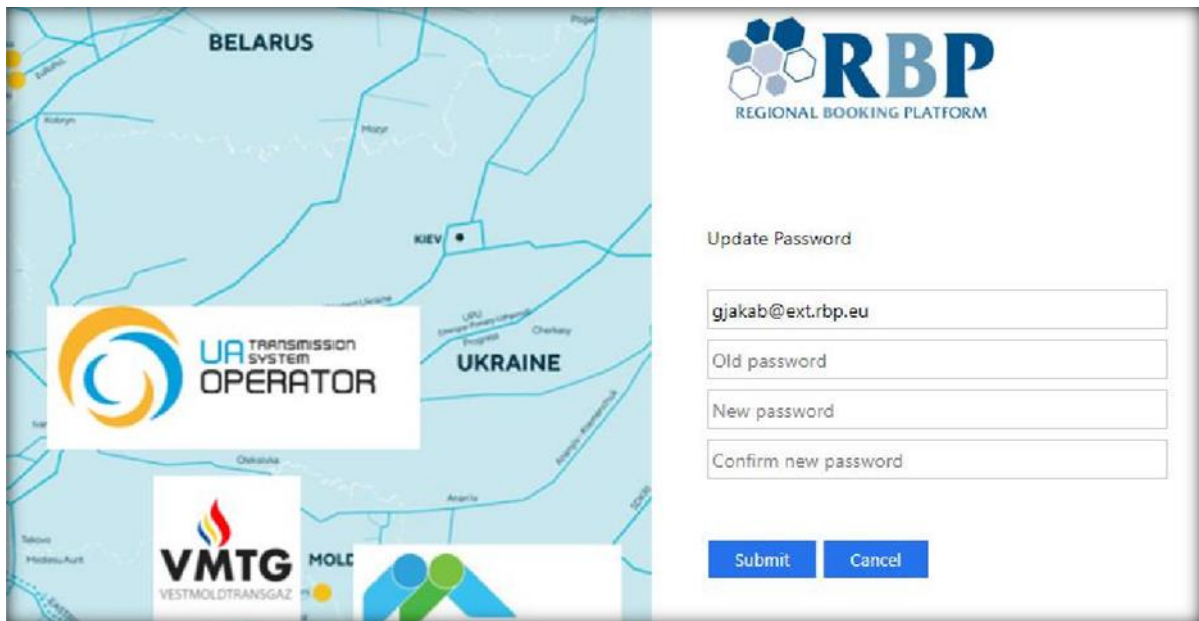
I understood, agree and accept:
By completing my voluntary registration, I declare that I have read, understood and accepted FGSZ Zrt. [data management information](#). During registration, I hereby declare that I have voluntarily, accurately provided my personal data for the purpose to act as an "admin user" of the Company. However, I voluntarily and clearly agree to the processing of my personal data. I hereby certify that I have provided information about the data management information of FGSZ Zrt. to all the user(s) I have collected. The personal data of additional users were provided by accepting the prior information notice. Regarding the data, the data controller is the company that I represent and the data processor is FGSZ Ltd. I acknowledge that the voluntary and express consent of the concerned person - in the event of doubt, dispute, official control, judicial or administrative proceedings - must be proved by the company I represent and, if it is not proven, has a duty to comply with FGSZ Zrt. (Eg fines, for damages)

I have downloaded the [user manual](#).

- 1.4. Based on the validation of your correctly and completely filled in registration, you will receive your login details (**user ID** and initial **password**) via email. If several users are registered, their credentials will be sent by email.
- 1.5. Before attempting to login, make sure you [change your initial password](#) by adding your **userID** ([userID@ext.rbp.eu](#)), old password and the new password you wish to use and click **Submit**.

Please note, your new password must:

- the default or initial password must be changed during the first login
- consist of at least 12 characters
- contain at least one upper case (A-Z), one lower case letter (a-z), a number (0-9) and a special character (e.g. !, ?-,% etc.)
- the password cannot be any of your 24 previously used passwords
- after 8 unsuccessful login attempts, the given user ID may be blocked for 15 minutes
- after a password change, at least 24 hours must pass before the next password change

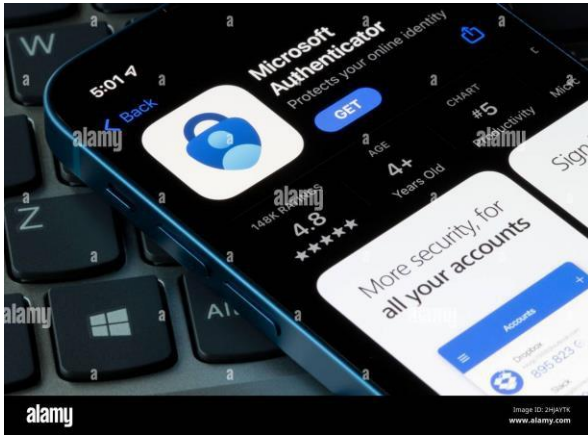


The screenshot displays the 'Update Password' interface on the RBP platform. On the left, a map of Eastern Europe is shown with logos for 'UA TRANSMISSION SYSTEM OPERATOR', 'VMTG VESTMOLDTRANSGAZ', and 'MOLD'. On the right, the RBP logo is at the top, followed by the title 'Update Password'. Below the title are four input fields: the first contains the email 'gjakab@ext.rbp.eu', the second is labeled 'Old password', the third is labeled 'New password', and the fourth is labeled 'Confirm new password'. At the bottom right, there are two buttons: 'Submit' and 'Cancel'.

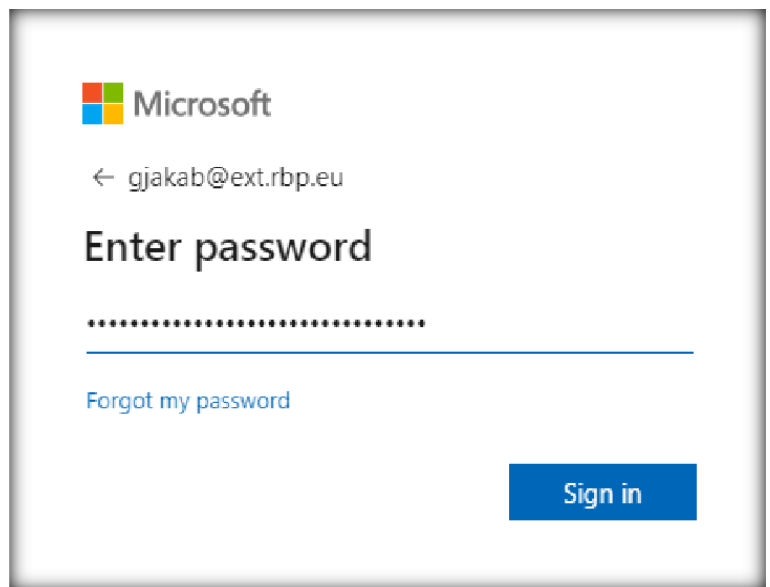
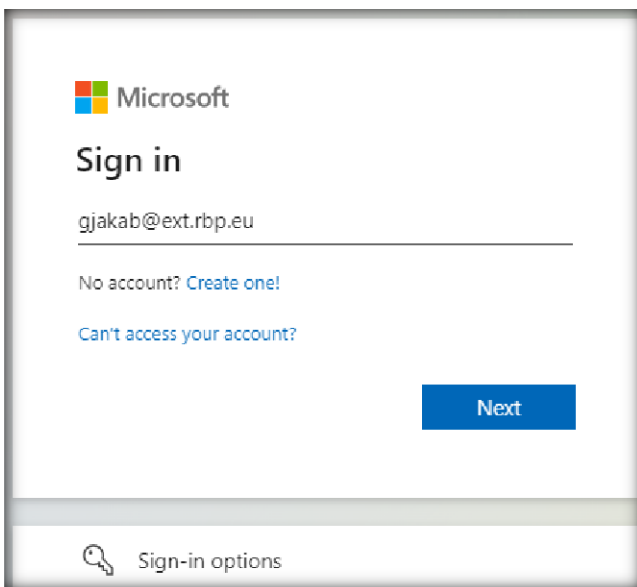
Please note new password activation might take a couple of minutes.

2. REGISTER MFA MULTIFACTOR AUTHENTICATION TOKEN

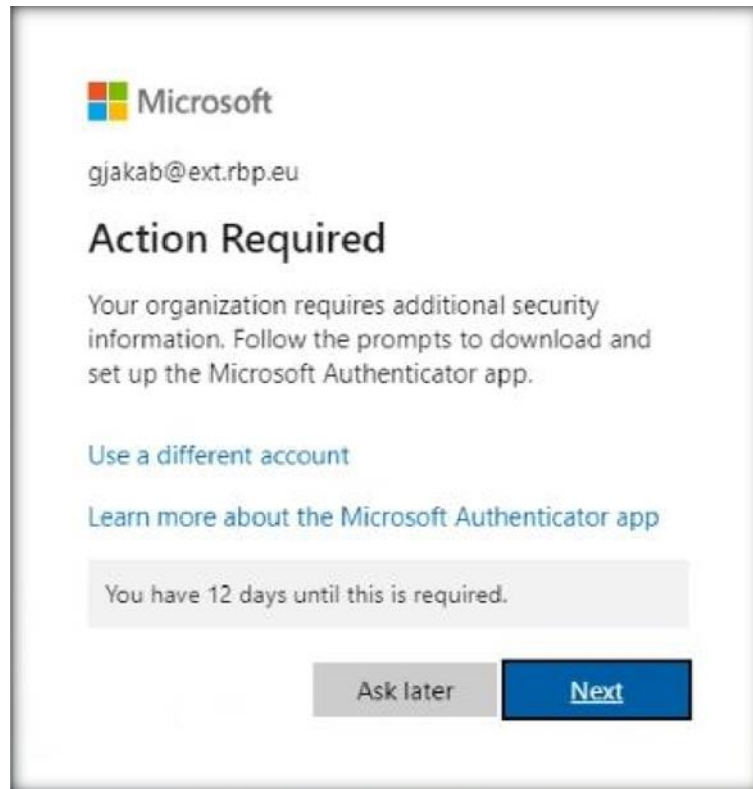
2.1. Install the **Microsoft Authenticator** app from [Apple AppStore](#) or [Google Play](#) store.



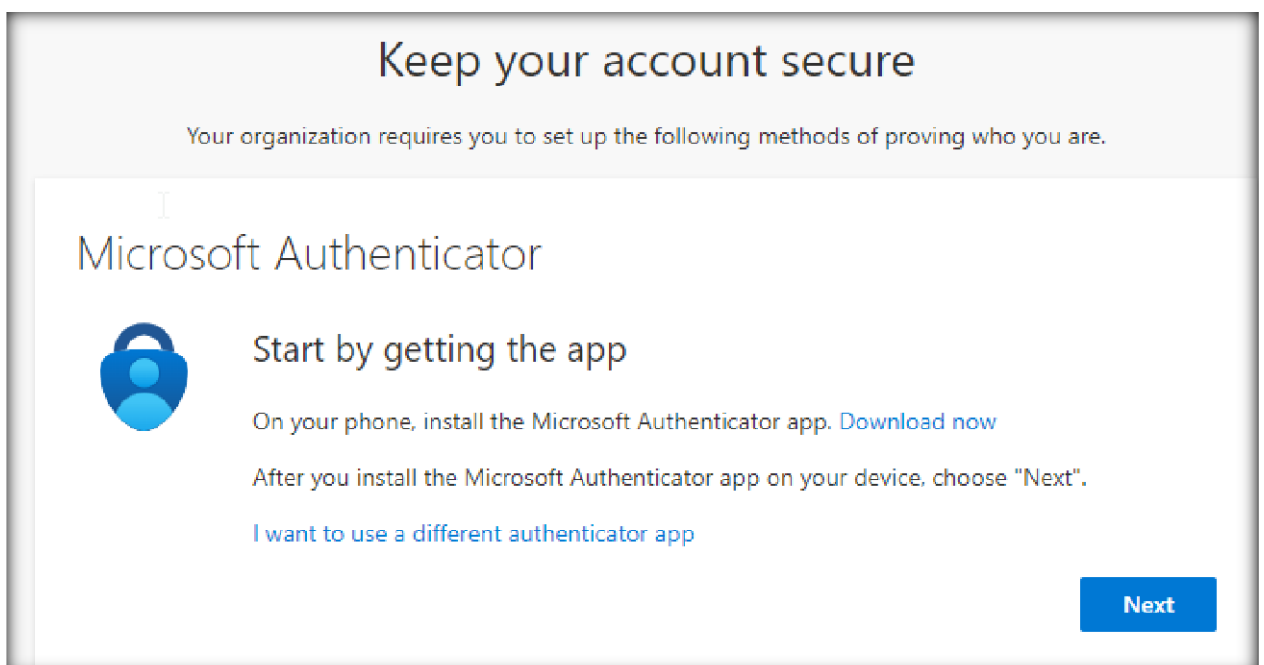
2.2. Browse to [Microsoft MFA Setup Portal](#) and login with the user ID and password received.

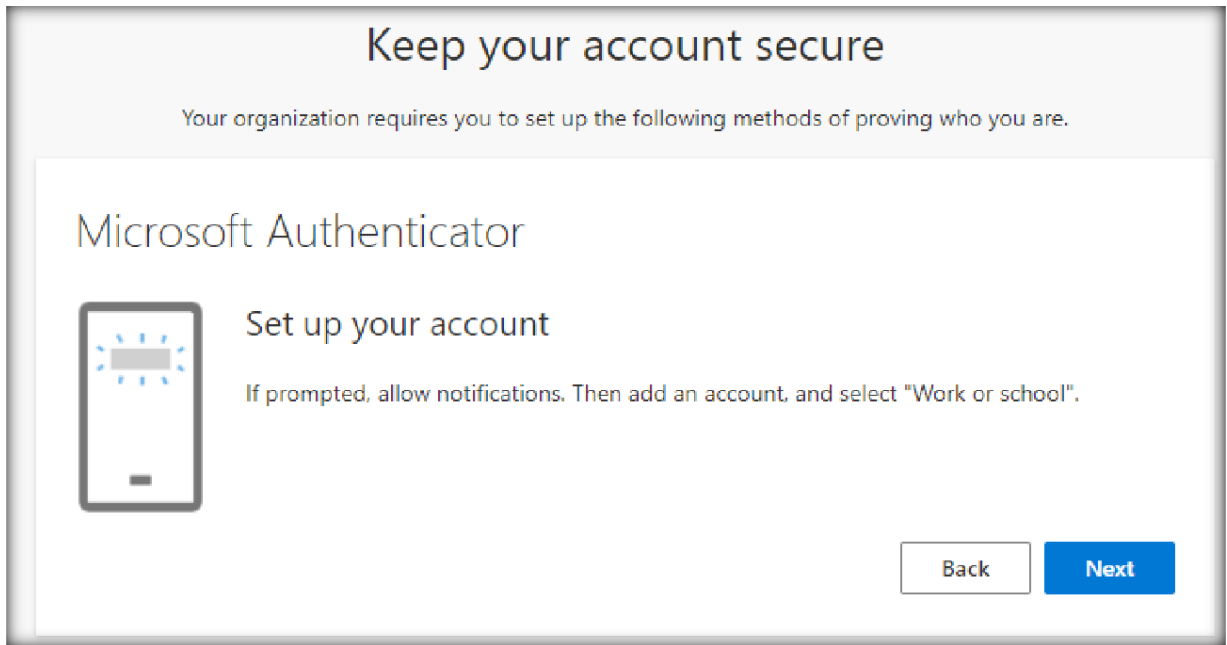


2.3. On the screen where it states *Action required* click **Next**.

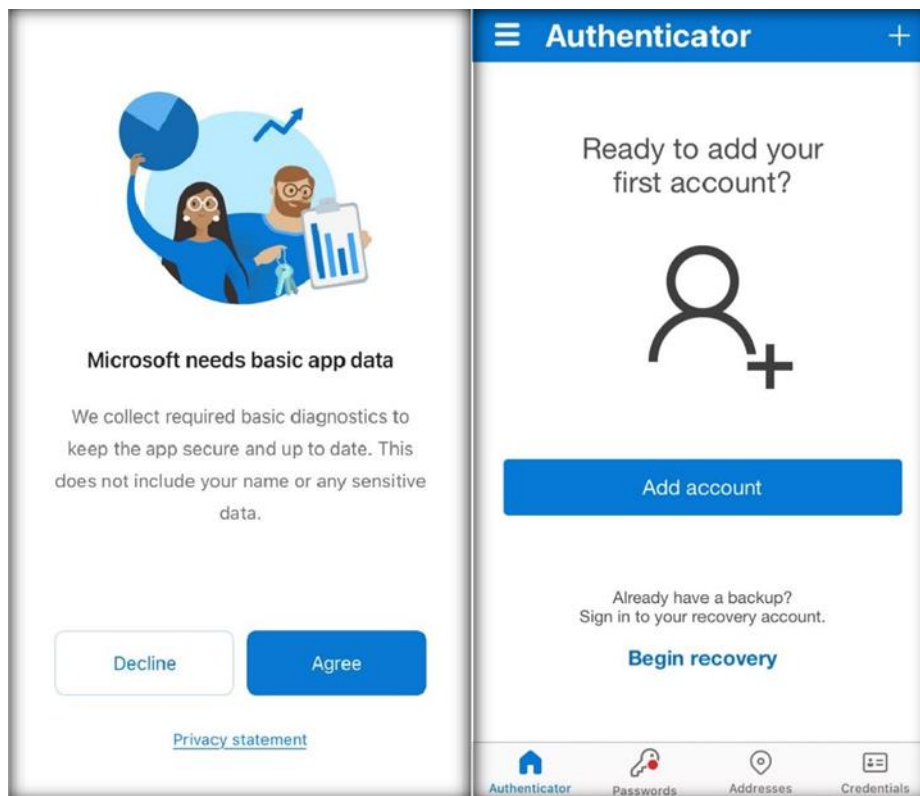


2.4. As the next step download Microsoft Authenticator **Mobile App** on your phone and click **Next**.

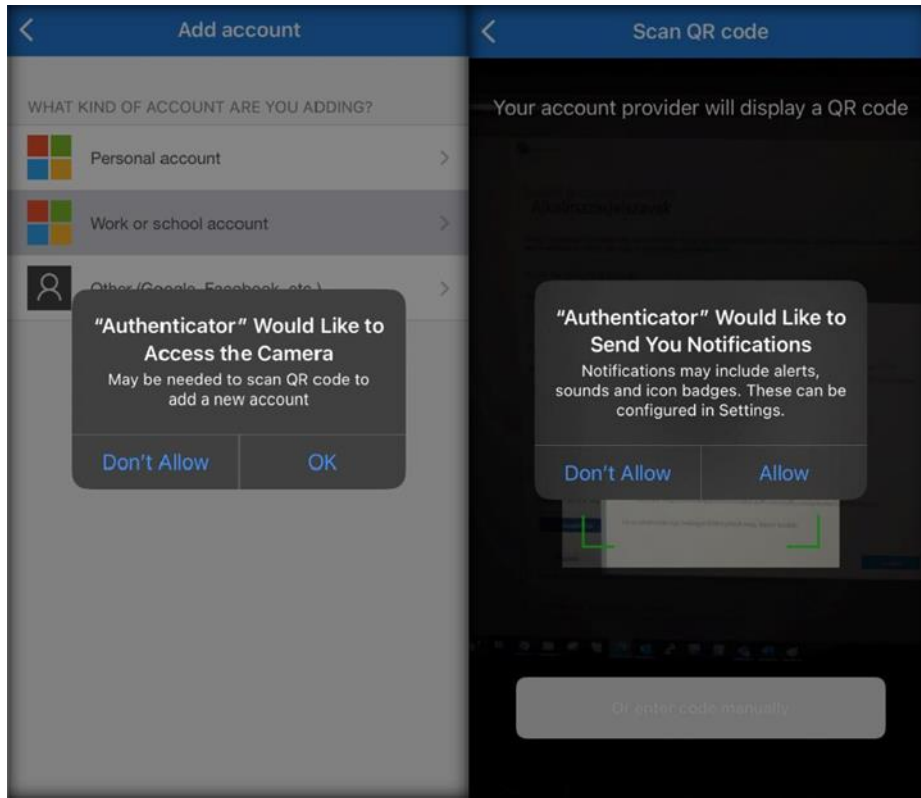




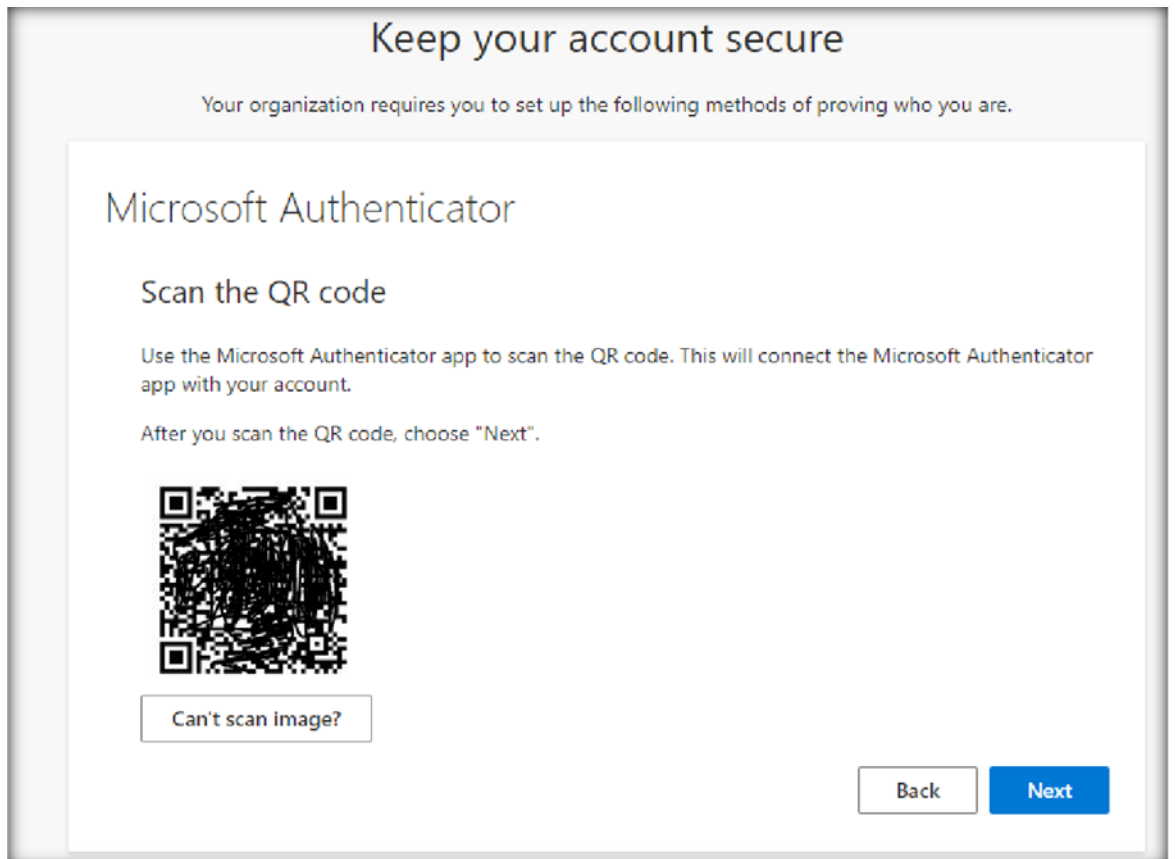
2.5. Open **Microsoft Authenticator** on your phone. On the initial screen click **Agree** and tap **Add account** in the middle



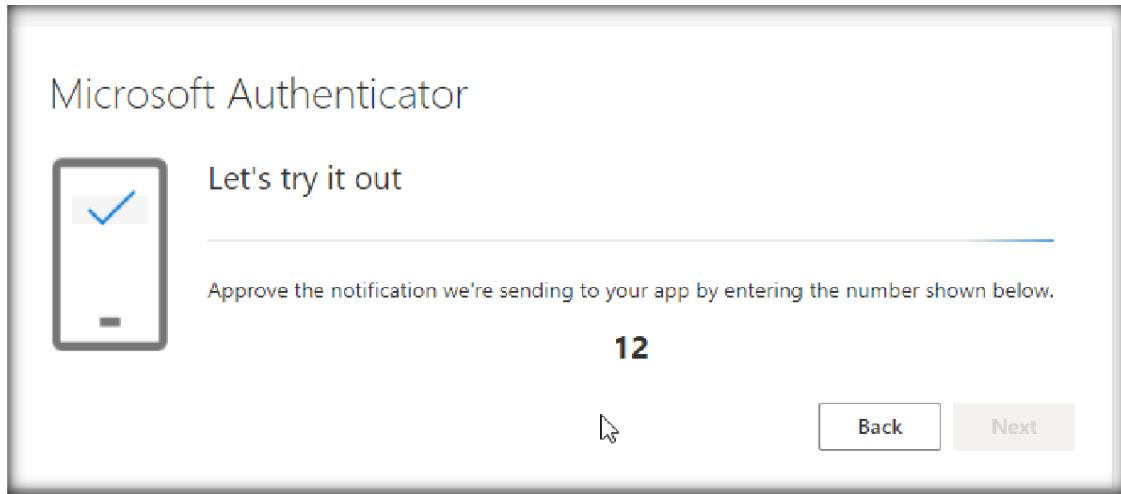
2.6. Choose **work or school** account and **allow notifications** in the next step.



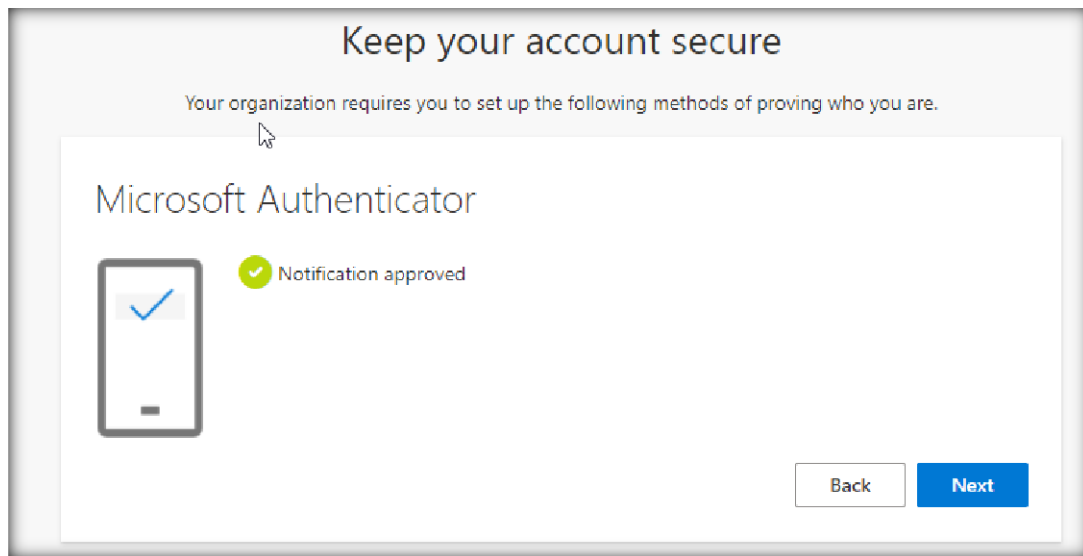
2.7. **Scan the QR code** on the following screen with Microsoft Authenticator app on your mobile and click next.



2.8. A verification code is displayed on your PC, please **enter that code in your phone** so Microsoft can verify the successful setup



2.9. After entering the correct verification data, you will see the following windows.



Success!

Great job! You have successfully set up your security info. Choose "Done" to continue signing in.

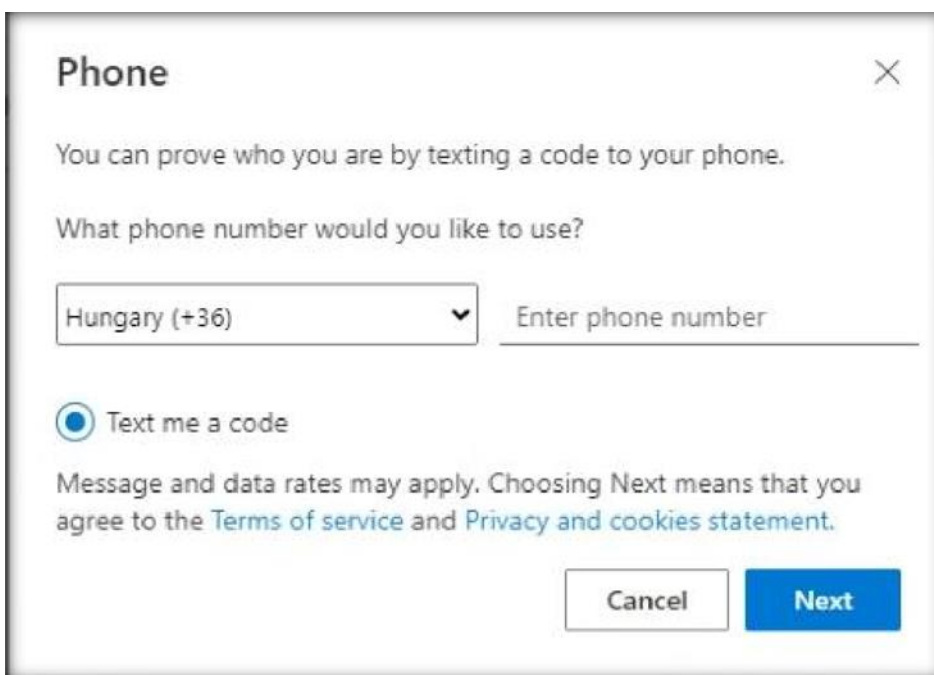
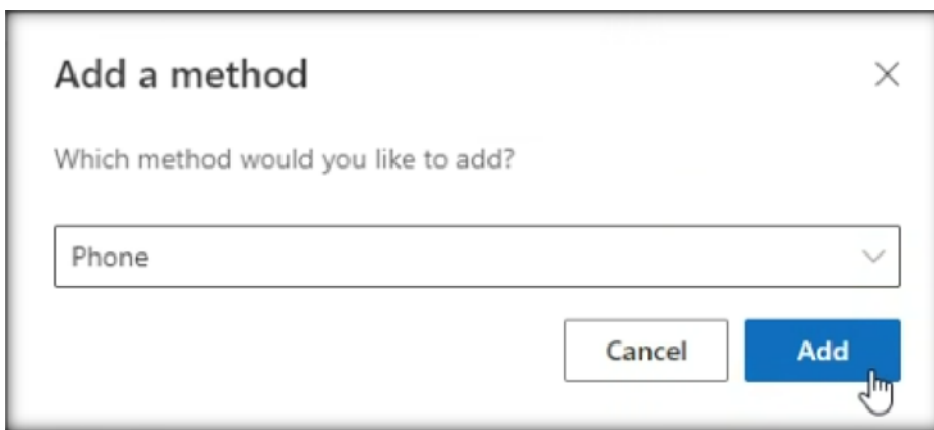
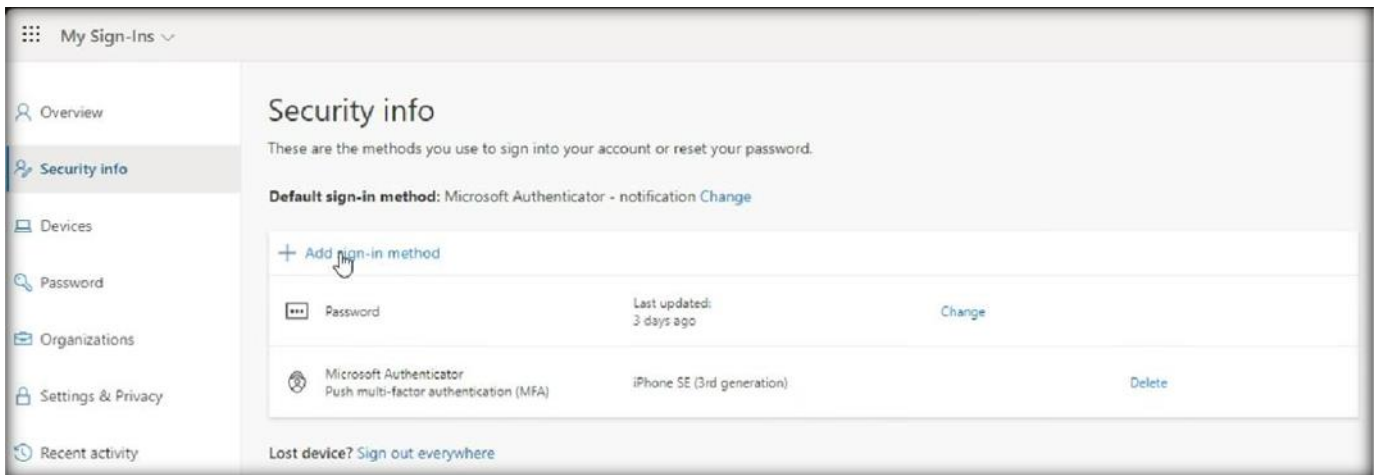
Default sign-in method:

 Microsoft Authenticator

[Done](#)

2.10. Recommended settings

We also recommend the following settings (e.g. in case you lose your phone)




Phone ✕

We just sent a 6 digit code to + . Enter the code below.

Enter code

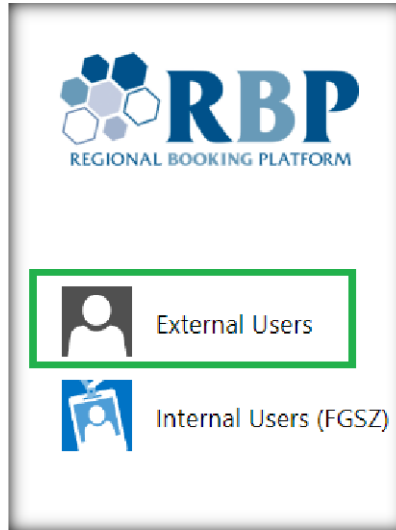
[Resend code](#)

Phone ✕

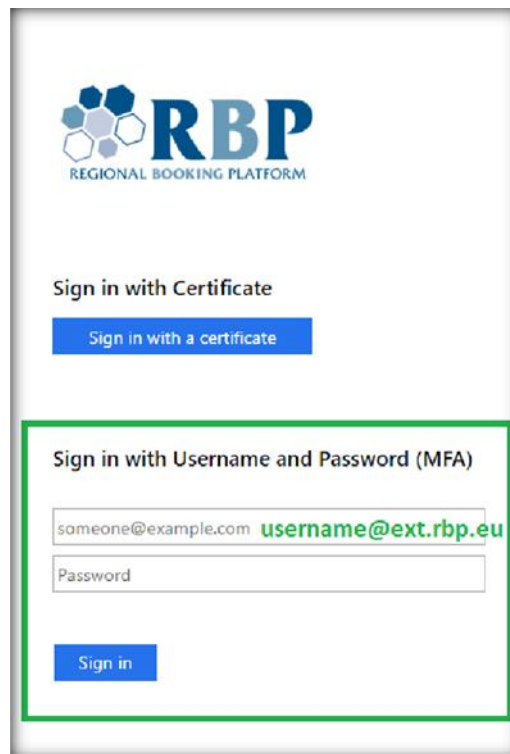
 SMS verified. Your phone was registered successfully.

3. LOGIN TO RBP USING MUTIFACTOR AUTHENTICATION

- 3.1. Open a new private window in your Chrome or Edge browser with **Ctrl+Shift+N** (Windows or Linux) or **⌘+Shift+N** (Mac) key combination and go to [RBP Test](#) or [RBP Production](#) website. On the opening page, select **External Users**.



- 3.2. On the next screen add your username (Username@ext.rbp.eu) and the password you set, then click **Sign in**.



The screenshot shows the RBP login interface. At the top is the RBP logo. Below it, there are two login options: 'Sign in with Certificate' with a blue button labeled 'Sign in with a certificate', and 'Sign in with Username and Password (MFA)'. The 'Sign in with Username and Password (MFA)' section is highlighted with a green border and contains a username field with the text 'someone@example.com' and 'username@ext.rbp.eu', a password field, and a blue 'Sign in' button.

