



## Instructions for use of the Inside Information Platform

### Creation of urgent market messages

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Consultations:

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Information in the Instructions on the use of the Platform, inside information contained in the drawings/diagrams serves exclusively as an example of visualization of data display in the personal account of the platform user.

Such information is fictitious, any coincidences with real participants or their work in the Inside Information Platform are completely coincidental and do not correspond to reality.

Such data are not information of the Inside Information Platform about the participant's activity on the natural gas market, and LLC Gas TSO of Ukraine is not liable for its use.

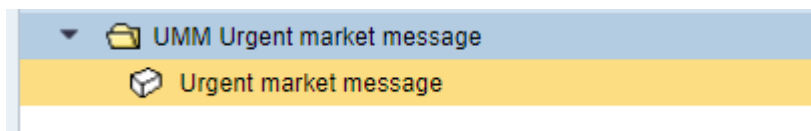
## Creation of urgent market messages

**Transaction Name:** Urgent Market Messages

**Functionality of the transaction:** The transaction allows the creation, publication and review of urgent market messages to a wholesale energy participant market in the natural gas market (hereinafter - a Participant).

**Key caveats:** Urgent market message (hereinafter: a UMM) is a message, the purpose of which is to promulgate (disclose) inside information by wholesale energy market participants.

**Entering the transaction:** To enter the transaction, it is enough to click twice on the selected line in the menu item with the left mouse button.



The following options are available on the selection screen:

- view/create messages;
- uploading a message using a template.

### Creating of an urgent market messages

View/create a message

**Select a value**

Type of information	<input style="width: 100%;" type="text"/>		
EIC code of network user	<input style="width: 100%;" type="text"/>		
Date	<input style="width: 150px;" type="text"/>	to	<input style="width: 100px;" type="text"/>
Message ID	<input style="width: 100%;" type="text"/>		

File uploading

**Select file**

## 1. View/create message

On the selection screen, you have to select the "view/create message" option. If necessary, the list of messages can be narrowed using the following criteria:

- message type;
- date of publication of the message;
- ID.

**Creating of an urgent market messages**

View/create a message

**Select a value**

Type of information

EIC code of network user

Date  to

Message ID

File uploading

Template 1 Template 2

**Select file**

File for upload

The next screen displays all the member's existing messages in all statuses. The "Event Status" field allows you to distinguish between UMMs that contain the latest information on the event and may still have an impact on trading decisions, and UMMs that are already outdated or have been updated.

Messages have the following statuses:

Active	a UMM status containing the latest update on an event that will happen in the future or is currently happening
Rejected	the status of a UMM, which is invalid due to its cancellation, withdrawal or renewal
Inactive	the status of a UMM, which contain the last update regarding an event that has already occurred in the past, i.e. the status of a UMM changes from "Active" to "Inactive" after the completion of the event reported in a UMM

Urgent market messages (UMM)									
Update            Create message 1            Create message 2            Edit message            Publish            Review            Associated message            Delete									
Message ID	The ID of the a	Publis...	Status	Date	Time	Event start date	Event start time	Event stop date	Event
0000266_000			active		00:00:00	12.02.2024	02:02:30	12.03.2024	02:02
0000267_000		X	inactive	03.07.2024	11:06:20	15.05.2024	00:00:00	26.07.2099	00:00
0000267_001	0000267_000	X	inactive	03.07.2024	14:44:43	15.05.2024	00:00:00	26.07.2099	00:00
0000268_000		X	inactive	03.07.2024	14:45:43	12.02.2024	02:02:30	12.03.2024	02:02
0000268_001	0000268_000	X	inactive	03.07.2024	15:11:59	12.02.2024	02:02:30	12.03.2024	02:02

To create a new message on the unavailability of facilities in the gas market, press the button **Create message 1**.

Fill in all the necessary fields in the message window. See section 4 for a detailed description of the fields.

**Create an urgent market message (UMM)**

**Створити повідомлення**

Balancing zone: 56Y940000001397J

Fuel type: natural gas

ID повідомлення: \_\_\_\_\_

Message type: 01 Unavailability of assets on the natural gas market

Event status:  active

Type of unavailability:

Affected asset EIC code:

Affected asset: \_\_\_\_\_

Direction:

Kyiv time: \_\_\_\_\_ by UTC: \_\_\_\_\_

Event start: \_\_\_\_\_ 00:00:00    \_\_\_\_\_ 00:00:00

Event stop: \_\_\_\_\_ 00:00:00    \_\_\_\_\_ 00:00:00

Unit of measurement: tcm/d    MWh/d

Technical capacity: \_\_\_\_\_    0

Available capacity: \_\_\_\_\_    0

Unavailable capacity: 0,00    0

Type of event (message text in Ukrainian):

Type of event (message text in English):

Reason for the unavailability (in Ukrainian):

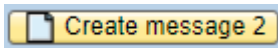
Reason for the unavailability (in English):

Remarks (message text in Ukrainian):

Remarks (message text in English):

Save Cancel

Click the button to create a new message on other inside information



**Create an urgent market message (UMM)**

Створити повідомлення

ID повідомлення

Message type: 02 Other insider information

Event status: 1 active

Kyiv time: [ ] 00:00:00

by UTC: [ ] 00:00:00

Event start: [ ] 00:00:00

Event stop: [ ] 00:00:00

Remarks (message text in Ukrainian): [ ]

Remarks (message text in English): [ ]

[ Save ] [ Cancel ]

Fill in all the necessary fields in the message window. See section 4 for a detailed description of the fields.

After filling in the fields, click on the button . The message will appear in the list of messages in the status "Active".

**The message has not yet been published!**

If necessary, you can highlight an unpublished TIW. To do this, select the message line and click the button .

To publish the final text of the message after checking, highlight the required line and click on the button .

**Urgent market messages (UMM)**

[ Update ] [ Create message 1 ] [ Create message 2 ] [ Edit message ] [ Publish ] [ Review ] [ Associated message ] [ Delete ]


Message ID	The ID of the a	Publis...	Status	Date	Time	Event start date	Event start time	Event stop date
0000266_000			active		00:00:00	12.02.2024	02:02:30	12.03.2024
0000267_000		X	inactive	03.07.2024	11:06:20	15.05.2024	00:00:00	26.07.2099
0000267_001	0000267_000	X	inactive	03.07.2024	14:44:43	15.05.2024	00:00:00	26.07.2099
0000268_000		X	active	03.07.2024	14:45:43	12.02.2024	02:02:30	12.03.2024
0000269_000			active		00:00:00	12.02.2024	02:02:30	12.03.2024
0000270_000			active		00:00:00	12.02.2024	02:02:30	12.03.2024

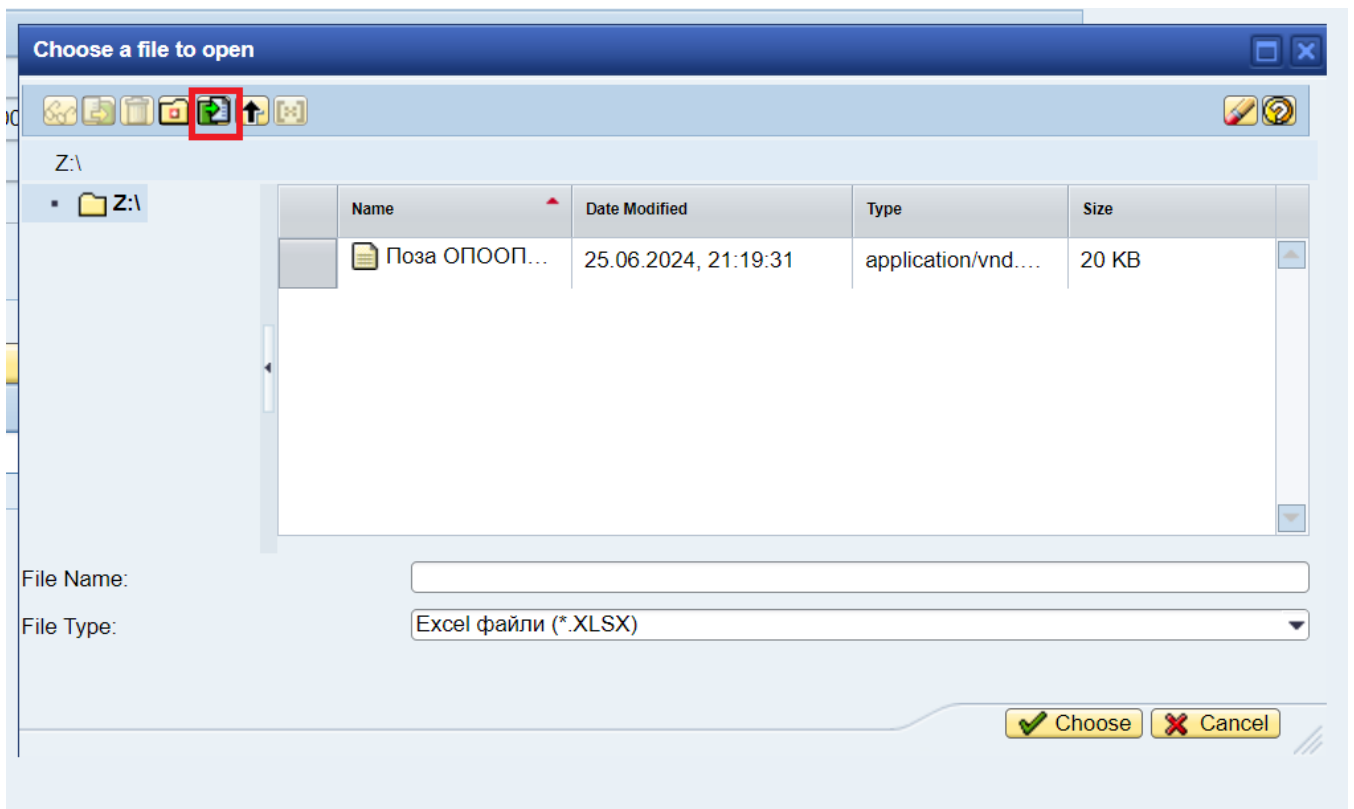
The fact that the message has been published is indicated by a mark in the "Publication" column.



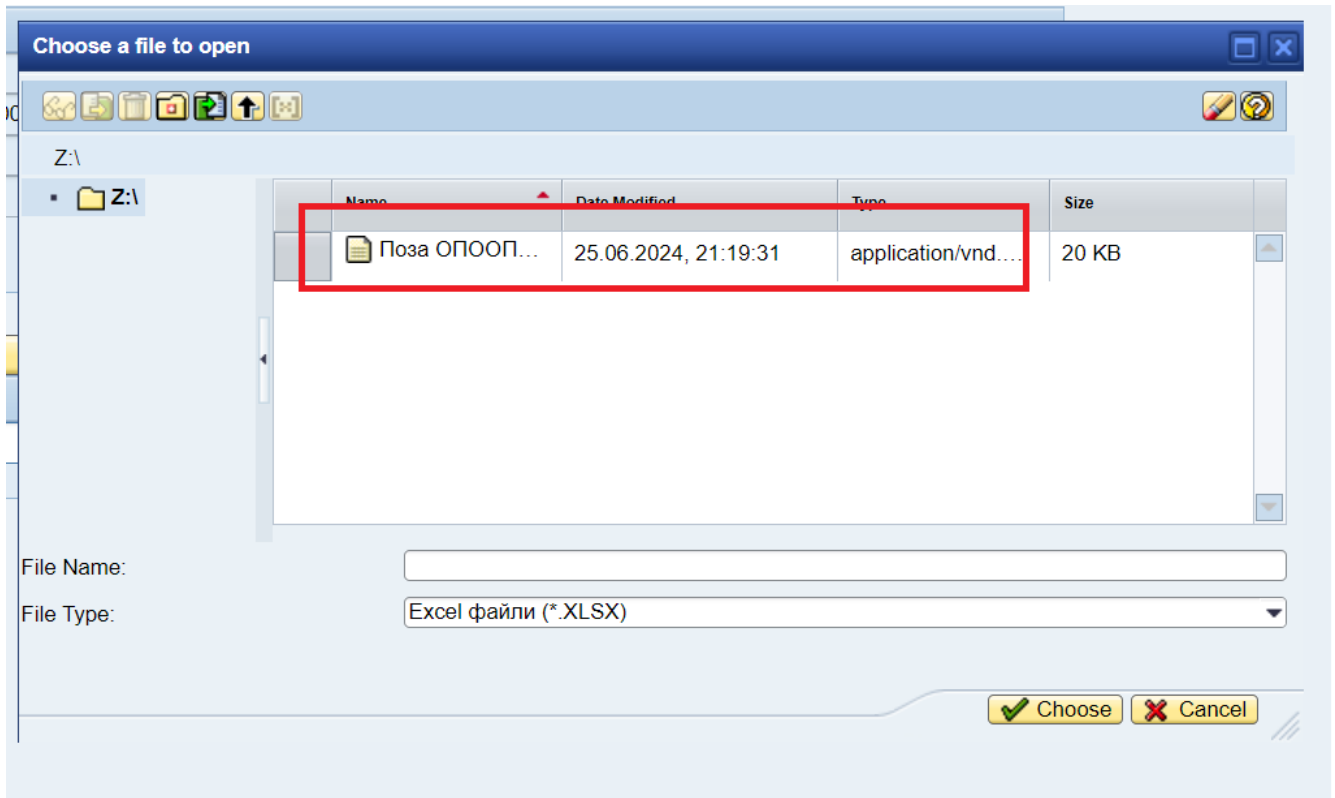
A	B	C	D	E	F	G	H
Event Status (01 - active, 02 - inactive, 03 - rejected)	Event Start Date (format DD.MM.YYYY)	Event Start Time (format HH:MI:SS)	Event Stop Date (format DD.MM.YYYY)	Event Stop Time (format HH:MI:SS)	Remarks (message text in Ukrainian)	Remarks (message text in English)	Related Message ID

and upload it to the Platform using the window

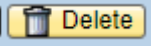
First, the file is downloaded to the virtual disk using a button 

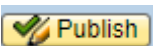


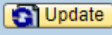
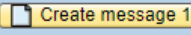
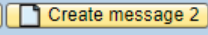
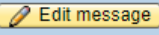
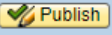
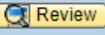
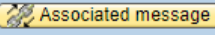
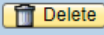
And then select the necessary file from the virtual disk.



The message will appear in the list of messages in the information display window in the "Active" status. **The message has not yet been published!**

If necessary, you can highlight an unpublished TIW. To do this, select the message line and click the button .

To publish the final text of the message after checking, highlight the required line and click on the button .

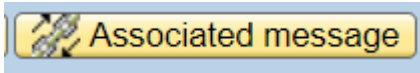
Urgent market messages (UMM)									
       									
Message ID	The ID of the a	Publis...	Status	Date	Time	Event start date	Event start time	Event stop date	
0000266_000			active		00:00:00	12.02.2024	02:02:30	12.03.2024	
0000267_000		X	inactive	03.07.2024	11:06:20	15.05.2024	00:00:00	26.07.2099	
0000267_001	0000267_000	X	inactive	03.07.2024	14:44:43	15.05.2024	00:00:00	26.07.2099	
0000268_000		X	active	03.07.2024	14:45:43	12.02.2024	02:02:30	12.03.2024	
0000269_000			active		00:00:00	12.02.2024	02:02:30	12.03.2024	
0000270_000			active		00:00:00	12.02.2024	02:02:30	12.03.2024	

### 3. Making amendments, canceling and withdrawing published messages

An active message can be amended to "inactive" or "cancelled" statuses, and you can also make amendments to it by creating a related message. To do

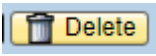


this, highlight the line of the required message and press the button



In the message window, change the necessary information, if necessary, change the status of the message and click save. You can also do these actions using a template by specifying the number of the message to be amended in the "Related message" column.

A new message will be created, and the column will show the number of the related message. **The message has not yet been published!**

If necessary, you can highlight an unpublished TIW. To do this, select the message line and click the button .

To publish, after checking the final text of the message, select the required line and click on the button .

#### 4. Peculiarities of filling in message fields

1. Code of the balancing zone "Ukraine" - 56Y940000001397J
2. If necessary, the end date of the event can be filled in "31.12.9999"
3. First, you need to fill in all the fields with dates, time, directories, and only then proceed with the text message

#### 5. Detailed description of message fields

Unavailability of gas facilities				
	UMM form	Information to be filled	Mandatory	Examples
1	Message ID	The unique identifier of the UMM is specified; The unique identifier of the UMM is automatically generated by the system when creating or updating the UMM; "UMM ID" is the identifier of a series of UMMs reporting the same event, remains unchanged after UMM updates; "Message ID" = "UMM ID" "Version number"; the format of "UMM ID" is set by the entity, which publishes information, but must contain no more than 25 alphanumeric characters; "Version number" allows you to track event updates as new information becomes available	Mandatory	<i>Text, alphanumeric</i> (25 alphanumeric characters_3 numeric characters)
2	Event status	Identification of the state or position of the UMM; The "Event Status" field allows you to distinguish between UMMs that contain the most recent information on the event and may still have an impact on trading decisions, and UMMs that	Mandatory	<i>Text</i> (active or canceled or inactive)

		are already out of date or have been updated. The term "Active" refers to UMMs that contain the latest update on the upcoming event in the future or happening now. The term "Rejected" refers to a UMM that is invalid due to its cancellation, withdrawal or renewal, and the term "Inactive" is used for a UMM that contains the last update regarding an event that has already occurred in the past, that is, the status of the UMM changes from "Active" to "Inactive" after the completion of the event reported in the UMM		
3	Type of unavailability	Identification of the type of unavailability	Mandatory	<i>Text</i> (scheduled or unscheduled)
4	Type of event	Defines the main characteristic of the event	Mandatory	<i>Textual</i> (unavailability of production, or unavailability of storage, or unavailability of injection, or unavailability of withdrawal, or unavailability of transmission, or unavailability of consumption, or other unavailability)
5	Publication date/time	Date and time when the UMM was published  The date and time must be expressed in ISO 8601 time format using the UTC time format  This field have to be automatically generated by the system when publishing the UMM	Mandatory	<i>Text, alphanumeric</i> (ISO 8601: yyyy-mm-ddTyy:xx:ss±yy:xx)
6	Event Start	Estimated/actual event start time and date	Mandatory	<i>Text, alphanumeric</i> (ISO 8601: yyyy-mm-ddTyy:xx:ss±yy:xx)
7	Event Stop	Estimated/actual event end time and date	Mandatory	<i>Text, alphanumeric</i> (ISO 8601: yyyy-mm-ddTyy:xx:ss±yy:xx)
8	Unit of measurement	Unit used for fields 9, 10 and 11	Mandatory	<i>Text</i> (thousand cubic m/d or thousand cubic m)
9	Unavailable capacity	The capacity of the corresponding facility affected by the specified event is unavailable	Mandatory	<i>Digital</i>
10	Available capacity	The available capacity of the facility affected by the specified event	Mandatory	<i>Digital</i>
11	Technical capacity	The maximum amount of capacity	Mandatory	<i>Digital</i>
12	Reason for the unavailability	An explanation of the reason(s) for the unavailability associated with the event	Mandatory	<i>Textual</i>
13	Remarks	Any other information that contributes to a full understanding of the potential impact of the event on the wholesale energy markets	If available	<i>Textual</i>
14	Fuel type	The type of fuel is specified	Mandatory	<i>Text</i> (Natural gas)
15	Balancing zone	The balancing zone where the facility affected by the specified event is located  Coding scheme used: EIC Y	Mandatory	<i>Text, Alphanumeric</i> (EIC Y)
16	Affected Asset or Unit	The name of installations intended for extraction/production, storage, transmission or consumption of natural gas, LNG installations is indicated	Mandatory	<i>Textual</i>
17	Affected Asset or Unit EIC code	EIC code W, T or Z is specified	If available	<i>Text, alphanumeric</i> (EIC W, T or Z)
18	Market Participant	The legal name of a wholesale energy market participant, which submits the UMM, is indicated	Mandatory	<i>Textual</i>
19	Market Participant Code	A code of a wholesale energy market participant, which submits a UMM, is indicated	Mandatory	<i>Text, alphanumeric</i> (EIC or BIC or LEI or GS1 or ECRB)
20	Direction	The direction is indicated	Mandatory	<i>Text</i> (Input or output)

## Other inside information

	UMM form	Information to be filled	Mandatory	Examples
1	Message ID	The unique identifier of the UMM is automatically generated by the system when creating or updating the UMM; "UMM identifier" is the identifier of a series of UMMs reporting the same event, which remains unchanged after UMM updates; the unique UMM identifier is indicated; "Message ID" = "UMM identifier"_"Version number"; the format of the "UMM identifier" is set by the entity that publishes the information, but it must contain no more than 25 alphanumeric characters; "Version number" allows you to track the update of the event by as new information is received	Mandatory	<i>Text, alphanumeric</i> (25 alphanumeric characters_3 numeric characters)
2	Event status	Identification of the state or position of the UMM; The "Event Status" field allows you to distinguish between UMMs that contain the most recent information about the event and may still have an impact on trading decisions, and UMMs that are already out of date or have been updated. The term "Active" refers to UMMs that contain the latest update on the upcoming event in the future or happening now. The term "Rejected" refers to a UMM that is invalid due to its cancellation, withdrawal or renewal, and the term "Inactive" is used for a UMM that contains the last update regarding an event that has already occurred in the past, i.e. the status of the UMM changes from "Active" to "Inactive" after the completion of the event reported in the UMM	Mandatory	<i>Text</i> (active or rejected, or inactive)
3	Publication date/time	Date and time when the UMM was published  The date and time must be expressed in ISO 8601 time format using the UTC time format  This field must be automatically generated by the system when publishing the UMM	Mandatory	<i>Text, alphanumeric</i> (ISO 8601: yyyy-mm-ddTyy:xx:ss±yy:xx)
4	Event Start	Estimated/actual event start time and date	Mandatory	<i>Text, alphanumeric</i> (ISO 8601: yyyy-mm-ddTyy:xx:ss±yy:xx)
5	Event Stop	Estimated/actual event end time and date	Mandatory	<i>Text, alphanumeric</i> (ISO 8601: yyyy-mm-ddTyy:xx:ss±yy:xx)
6	Remarks	Any other information that contributes to a full understanding of the potential impact of the event on the wholesale energy markets	If available	<i>Textual</i>
7	Market Participant	The legal name of the participant of the wholesale energy market, which submits the UMM, is indicated	Mandatory	<i>Textual</i>
8	Market Participant Code	The code of the participant of the wholesale energy market, which submits the UMM, is indicated	Mandatory	<i>Text, alphanumeric</i> (EIC or BIC or LEI or GS1 or ECRB)