

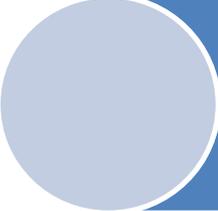
REMIT Registration

A Summary of Ofgem's REMIT Registration User Guide

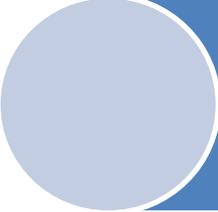
Alasdair Yuille, Senior Economist
01/12/2014

ofgem

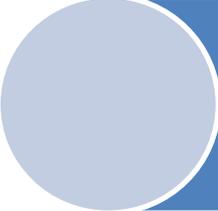
- CEREMP – Centralised European Registry for Energy Market Participants.
- Platform developed by ACER and NRAs for use by market participants to fulfil their REMIT registration obligations.
 - Obligations set out in Article 9 of REMIT.
- Each market participant that registers will receive a unique ACER code and will be included in the European Register of Market Participants.



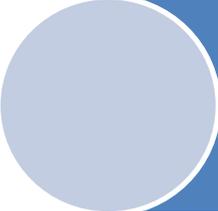
CEREMP Overview



Creating a CEREMP User Account



Registering a market participant



Interaction between CEREMP User and
Market Participant

Market Participants

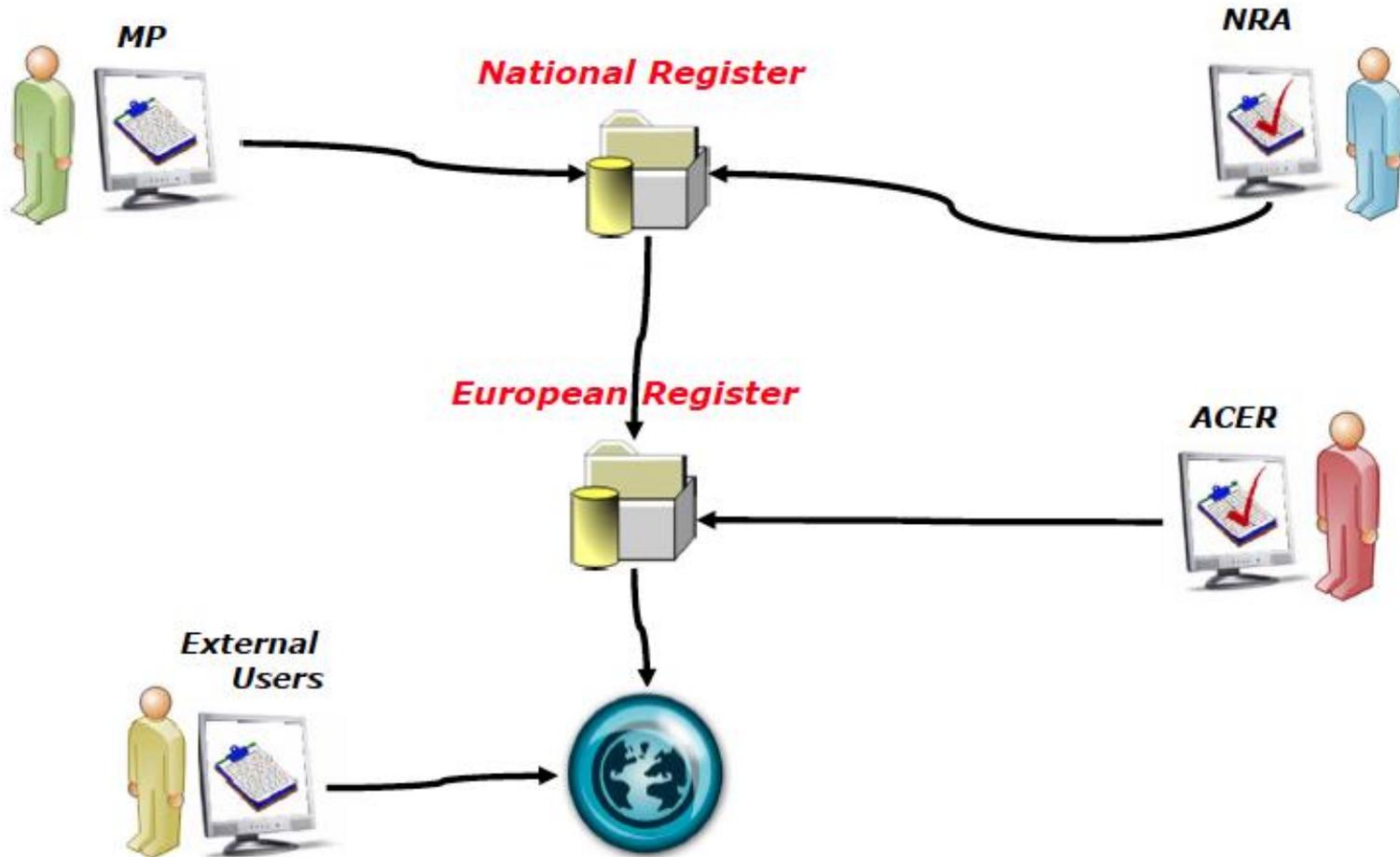
- You need to register before entering into any relevant trades
- You are also required to keep registration information up to date

Ofgem

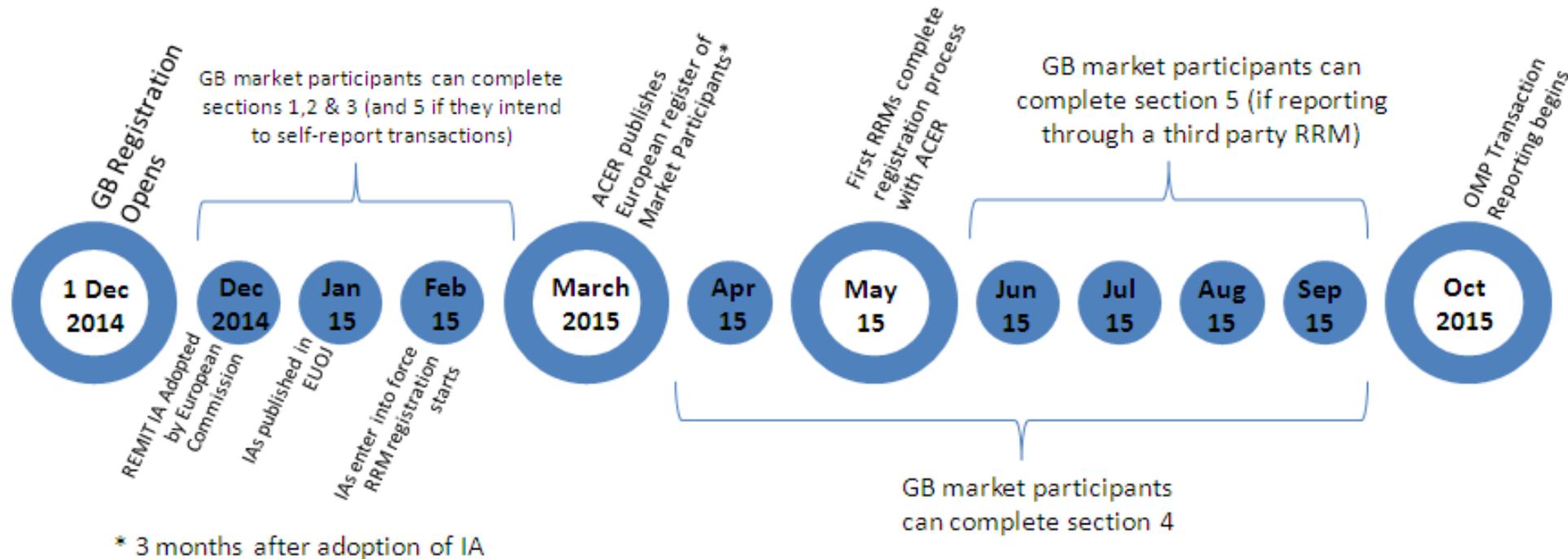
- We have an obligation to establish a national register of GB market participants
- We are using CEREMP to achieve this
- We will review the registration data you provide before adding a market participant to the national register

ACER

- ACER must implement and maintain a European register of market participants
- It will be based on the national registers established by Ofgem and other NRAs



- **Information required can be broken down into 5 sections:**
 - Section 1: **Market participant** information
 - Section 2: Information on the **natural persons** linked to the market participant
 - Section 3: Information on the **ultimate controller** of the market participant
 - Section 4: Information on the **corporate structure** of the market participant
 - Section 5: Information on the **delegated parties** for reporting on behalf of the market participant.
- See annex one of the REMIT Registration User Guide for the data that needs to be reported.



(These timings are estimated, subject to change as they depend on external factors.)

- We'll check over your information to reduce the risk of mistakes.
- This isn't a full validation - it's just an initial check.
- You're still responsible for accuracy.

CEREMP User Account

- User creates an account on CEREMP.
- We'll check the application.
- User receives email with CEREMP Username.

Market Participant Registration

- User logs into CEREMP.
- Completes Market Participant registration.
- We'll check the application.
- User will receive an email with ACER Code.

- Each market participant that submits Sections 1-3 of the registration information successfully will be issued a unique ACER Code.
- This ACER Code can be used to identify the company during submission of transaction data.
- Example ACER Code:

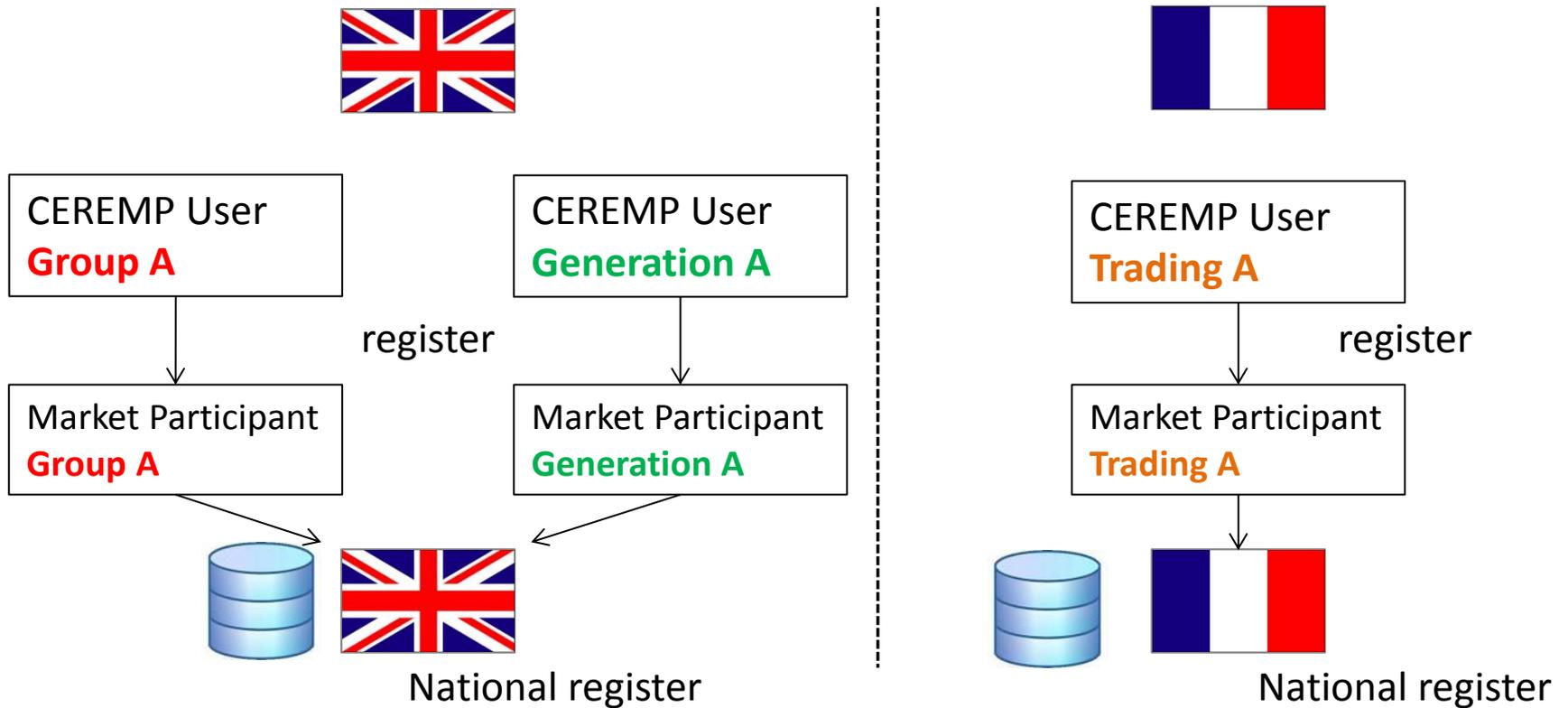
A000123X.GB

- Receiving an ACER code does not mean the registration process is complete. Sections 4 and 5 of the registration format must be completed before a market participant can regard the registration process as complete.

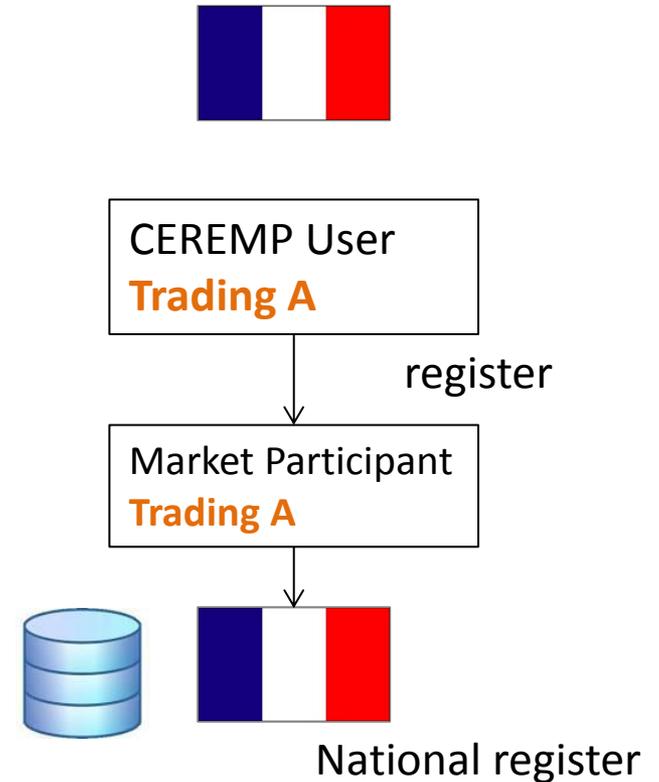
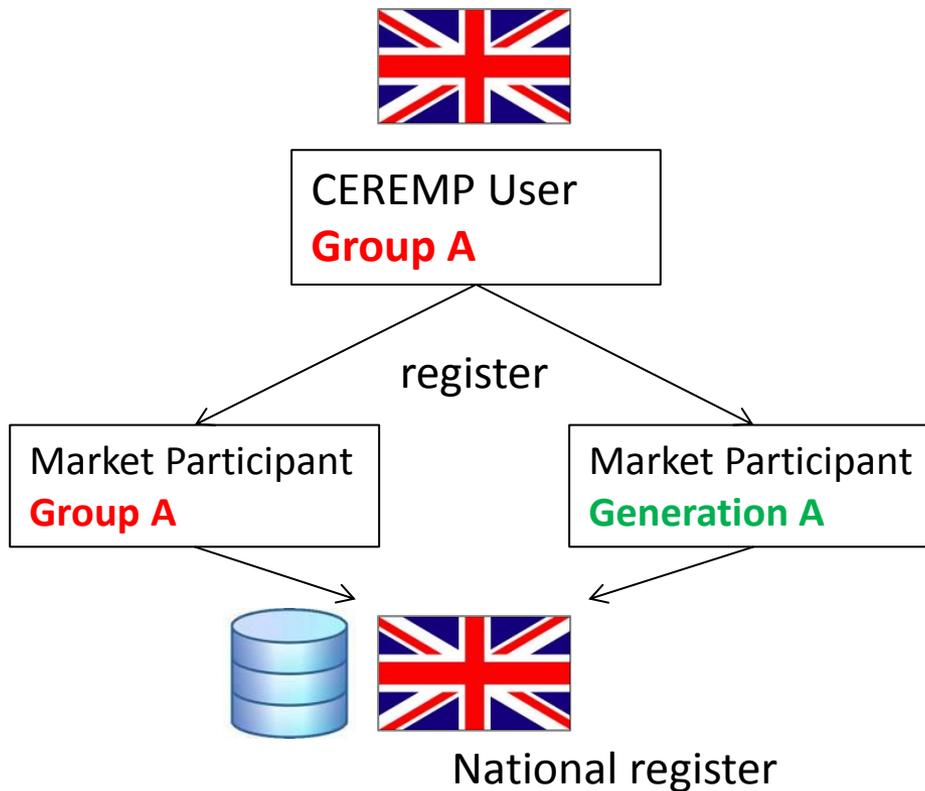
- You are responsible for completing the registration process before transaction reporting begins.
- You are responsible for ensuring that accurate and up to date information is provided.
- **A failure in either regard is likely to constitute a breach of REMIT**
- By the time transaction reporting begins, we'll have powers to act against you if you don't comply with Article 9 of REMIT.
- This include getting registration information wrong.

- **“Group A” Corporate Structure:**
 - **Group A:** Group headquarters in London. Also responsible for selling electricity and gas to consumers.
 - **Generation A:** Subsidiary of Group A located in Edinburgh. Generation A owns and operates conventional and renewable power stations.
 - **Trading A:** Subsidiary of Group A, located in Paris, Trading A undertakes wholesale market trading.
 - (Assume that all enter into some relevant transactions)
- **So who should register? Where? How?**

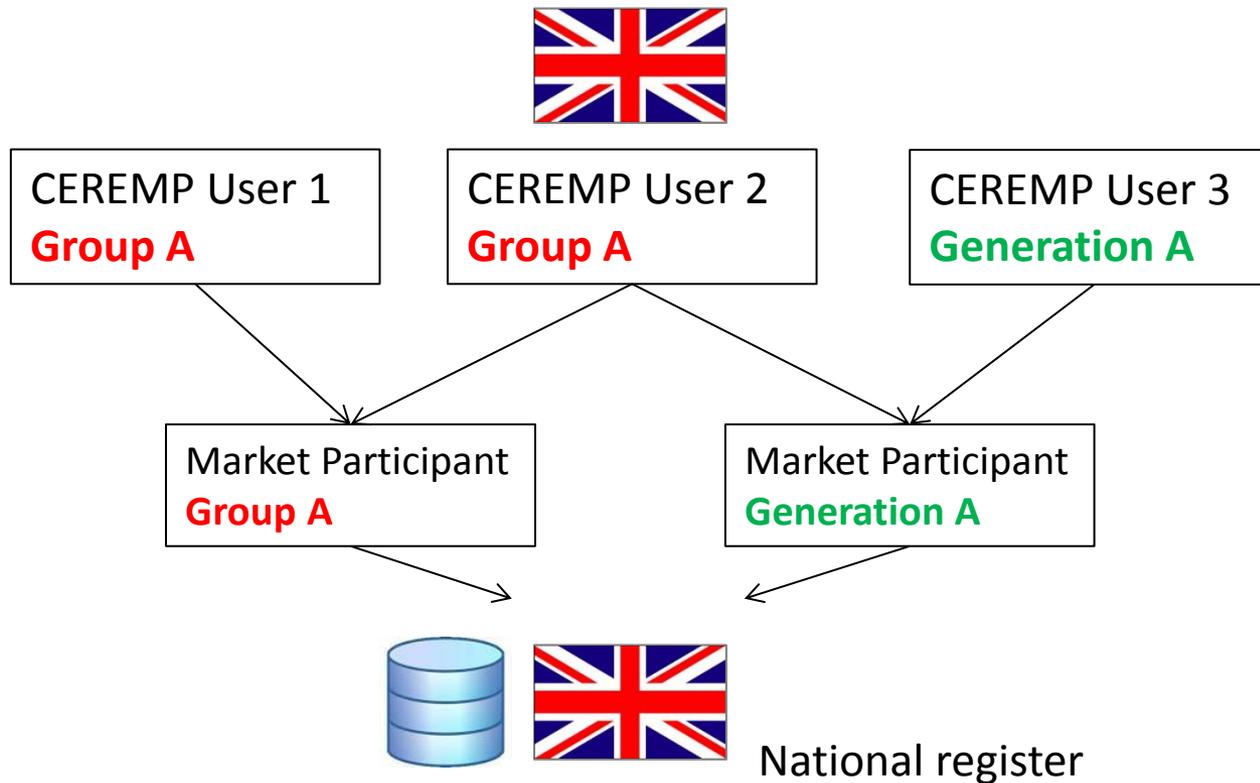
Most basic example – one user registers one market participant.

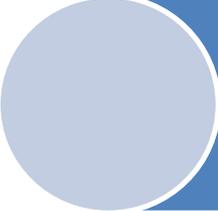


A single CEREMP User can register **multiple** market participants with a single NRA.

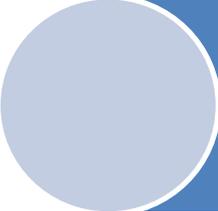


Multiple CEREMP Users can be linked to a single market participant by “associating” with the market participant.

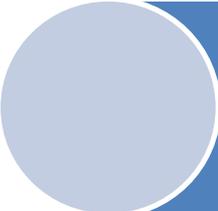




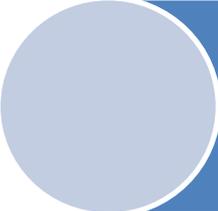
CEREMP Overview



Creating a CEREMP User Account



Registering a market participant



Interaction between CEREMP User and
Market Participant

- To create a CEREMP User account, you need to be:
 - An employee of the market participant that you intend to register

OR

- A third party that has been authorised by the market participant to complete the registration process on the market participant's behalf.
- Third parties are required to provide a headed letter from the market participant proving that they have been appointed by the market participant to complete the registration process on their behalf.

- To open the CEREMP homepage for GB, go to:

https://www.acer-remit.eu/ceremp/home?nraShortName=27&lang=en_UK

CEREMP Home Login en

ofgem CEREMP
Centralised European Registry for Energy Market Participants

Office of Gas and Electricity Markets

Welcome to the Centralised European Registry for Energy Market Participant.

The CEREMP website has been developed to allow users to perform a range of REMIT registration related functions.

CEREMP will allow users to:

- create and maintain user accounts to access CEREMP;
- complete the registration of a GB market participant as required by REMIT;
- request ability to edit an existing GB market participant; and
- update, amend or delete a GB market participant's registration information.

[For advice and guidance documents to help with the registration process see our website](#)

If you are a new user, click on the following button to create a new account.

Register New User

If you are already registered, please [click here to log in](#)

Select “Register new User” and you will be redirected to the New User registration screen.

CEREMP User Registration Form

First Name *

Surname *

Address *

Country *

City *

Postcode *

Email *

Retype E-mail *

Phone *

Fax

* The filename can contain any combination of
Upper or lower case letters (a-z, A-Z), Digits (0-9), space and special characters like - + .
* The maximum file size must not exceed 20 MByte

Power of attorney to register MP

Company Information

Are you a company employee? *

Company name

Company address

Company city

Company country

Company VAT

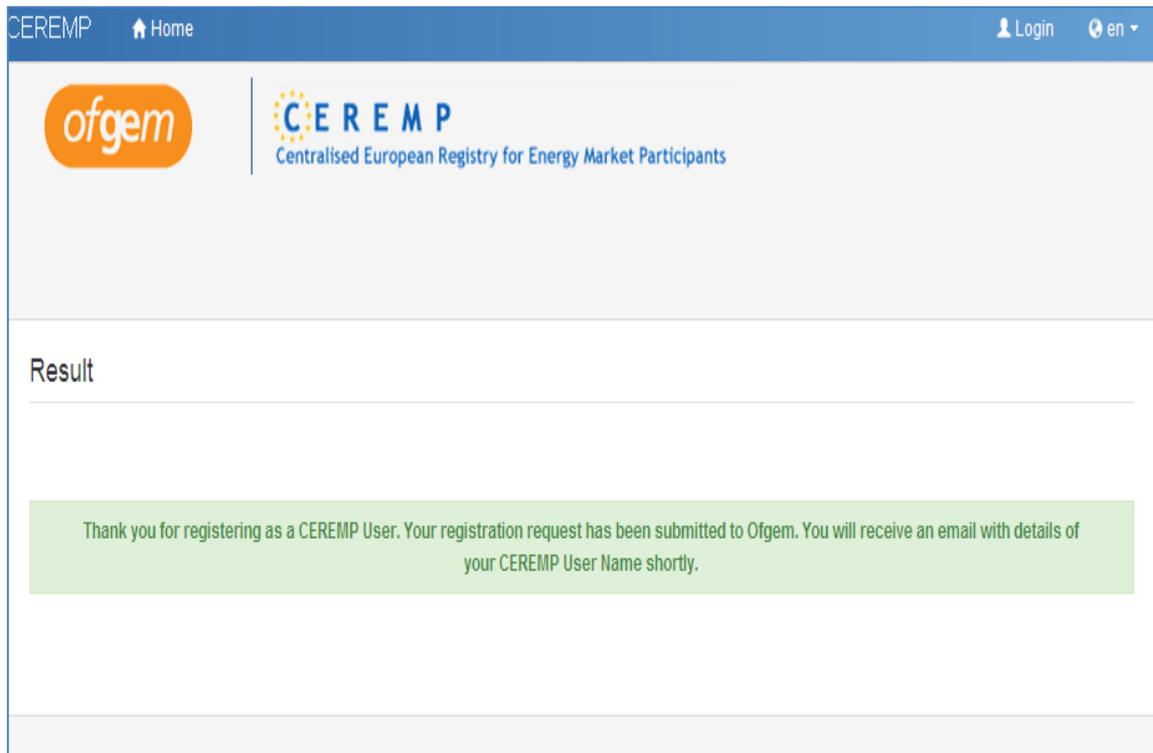
wheca

Enter the code exactly as shown above:

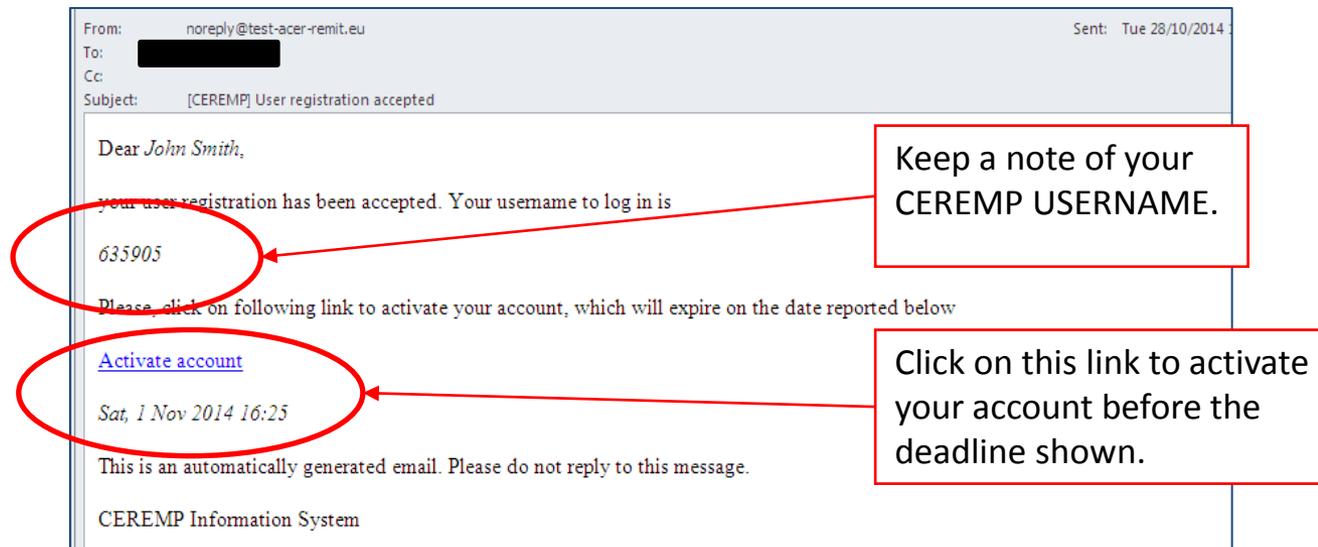
Mandatory questions are indicated by * and MUST be answered in order to continue.

If you are a 3rd party (ie not an employee of the relevant market participant), attach a pdf letter from the market participant confirming that you have been appointed by the market participant to complete the registration process on their behalf.

- After submitting the User Registration Form, you will see the message below.
- We'll then check that all details are present. If they are, you will get an email with your User ID and instructions on how to activate your account.
- However, Ofgem reserves the right to ask you to make changes.

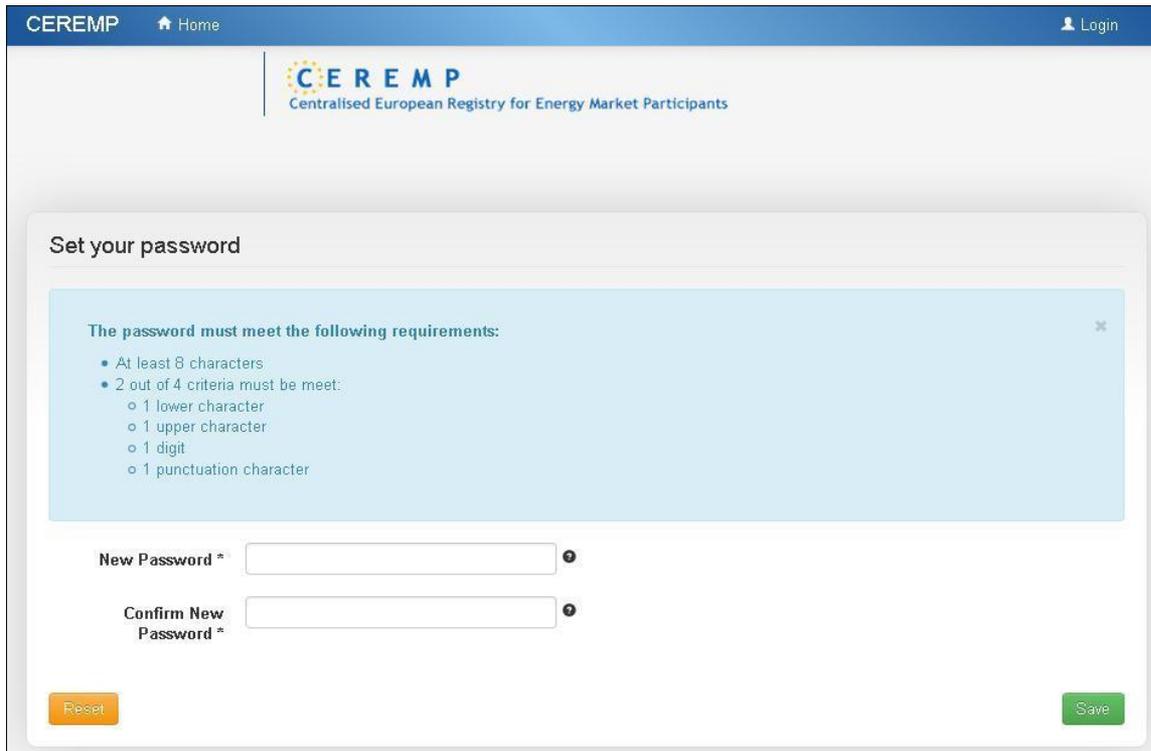


- After we confirm your application, you will receive an email with your Username and an activation link.
- **MEMORISE YOUR USERNAME OR SAVE THIS EMAIL AS THERE IS NO WAY TO AUTOMATICALLY RECOVER YOUR USERNAME IF YOU FORGET IT.**



- By clicking on the “Activate Your Account” link, you can set your password and complete the user registration process.
- The link will expire so please activate before the specified deadline.

- After clicking on the activation link in the email, you will be prompted to create a password to access the system.

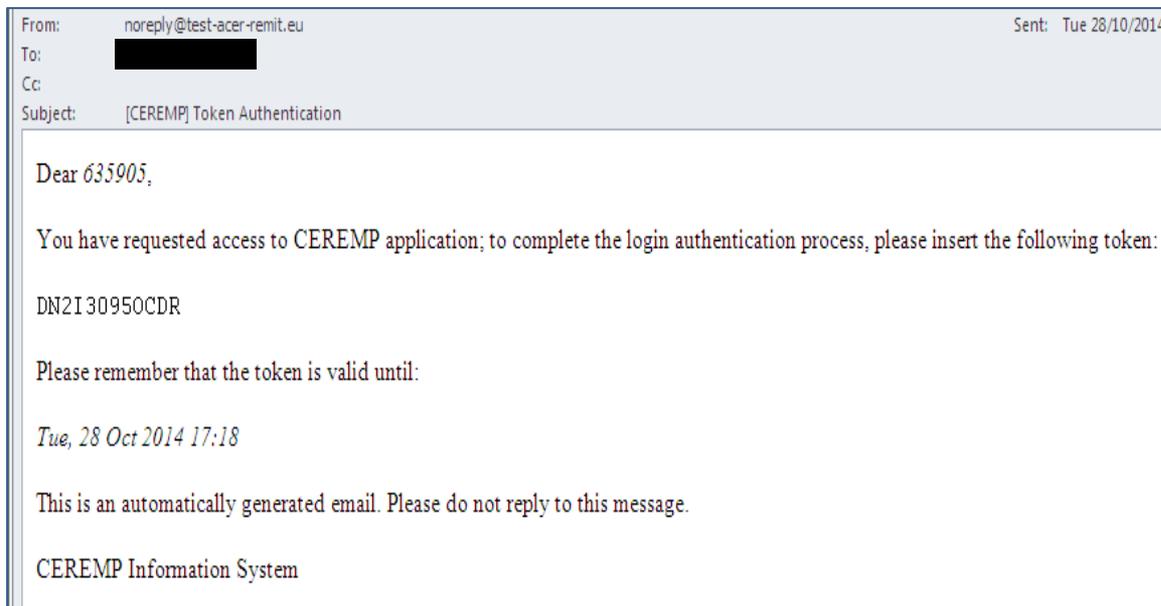


The screenshot shows the CEREMP website interface. At the top, there is a navigation bar with 'CEREMP Home' on the left and 'Login' on the right. Below this is the CEREMP logo and the full name 'Centralised European Registry for Energy Market Participants'. The main content area is titled 'Set your password'. A light blue box contains the password requirements: 'The password must meet the following requirements:' followed by a bulleted list: 'At least 8 characters', '2 out of 4 criteria must be met:' (with sub-bullets for '1 lower character', '1 upper character', '1 digit', and '1 punctuation character'). Below the requirements are two input fields: 'New Password *' and 'Confirm New Password *', each with a small eye icon to its right. At the bottom left is an orange 'Reset' button, and at the bottom right is a green 'Save' button.

- After successfully entering and confirming your new password and clicking on “Save”, your account will be activated.
- To log in, enter your username and password.

The screenshot shows the login interface for CEREMP. At the top left is the ofgem logo, and at the top right is the CEREMP logo with the text 'Centralised European Registry for Energy Market Participants'. Below the logos is the heading 'Welcome to the Centralised European Registry for Energy Market Participant'. The main content area is titled 'Enter your Username and Password' and contains two input fields: 'Username:' and 'Password:'. Below the password field is a link for 'Forgotten password'. At the bottom of the form is a blue 'LOGIN' button. A red-bordered box on the right side of the form contains the text 'Enter username and password. Then press "Login".'. Three red arrows point from this box to the Username input field, the Password input field, and the LOGIN button.

- After entering your username and password, you will receive an automatic email with a security token (12 characters).



- You will receive a new token each time you log into CEREMP.

- Enter the security token on the Token Authentication page and then click “Confirm”.

CEREMP

ofgem | CEREMP
Centralised European Registry for Energy Market Participants

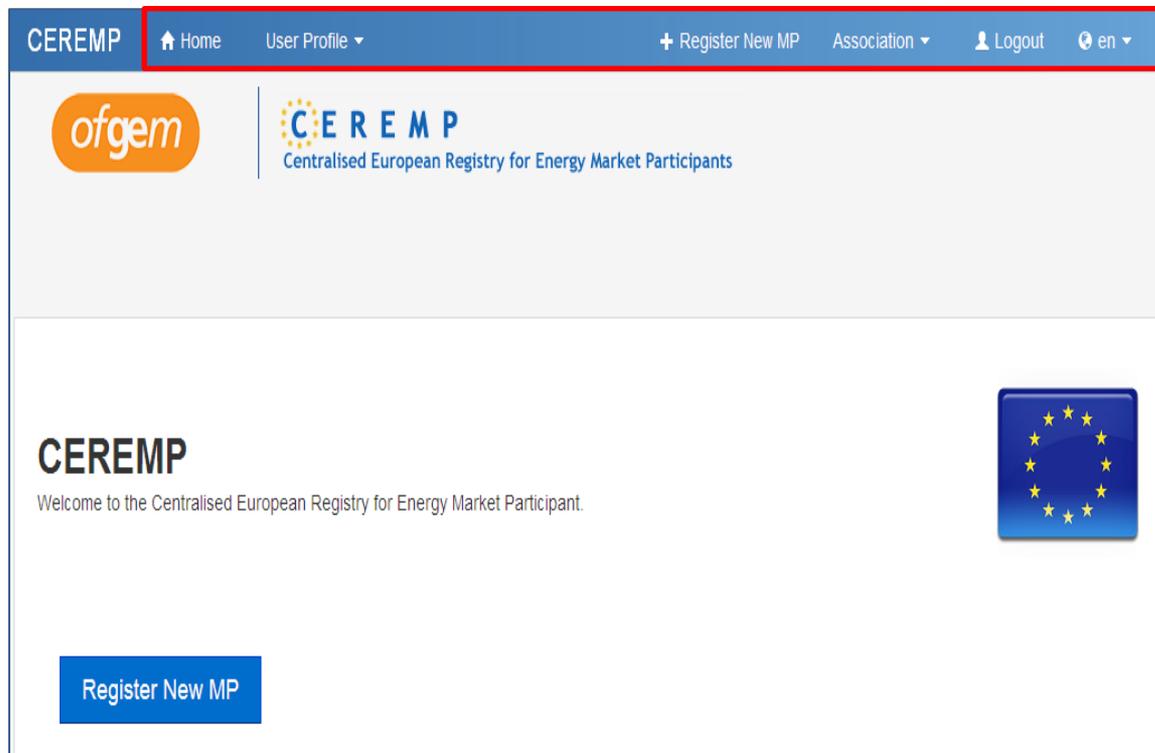
Token Authentication

Please insert the token received by email

Confirm

Enter the token code sent to your email address.
Then press “Confirm”.

- Once you have successfully logged in, you will see the CEREMP homepage.
- From here, you are able to edit your User Profile, register a market participant or request an association with an existing market participant using the toolbar at the top of the screen.



CEREMP Overview

Creating a CEREMP User Account

Registering a market participant

Interaction between CEREMP User and
Market Participant

- In phase 1, you can submit the following information:
 - **Section 1: Data on market participant**
 - **Section 2: Data on individuals related to the market participant**
 - **Section 3: Information on the ultimate controller**
 - Section 5: List of reporting entities designated by the market operator (optional)
- At this stage, you cannot complete:
 - Section 4: Information on the relationship between market participants.

- Log into CEREMP and click on “Register new MP”.

The screenshot displays the CEREMP website interface. At the top, a blue navigation bar contains the text 'CEREMP', a home icon, 'User Profile', a '+ Register New MP' button circled in red, an 'association' dropdown menu, and a 'Logout' button. Below the navigation bar, the 'ofgem' logo is on the left, and the 'CEREMP Centralised European Registry for Energy Market Participants' logo is on the right. The main content area features the 'CEREMP' title, a welcome message, and a blue button labeled 'Register New MP' circled in red. A red callout box with an arrow points to the 'Register New MP' button in the navigation bar, containing the text: 'Click on “Register New MP” to start the MP registration process.' A red arrow also points from the callout box to the 'Register New MP' button in the main content area. The European Union flag is visible in the bottom right corner of the page.

Section 1: Market Participant Information

- Complete all mandatory fields.
- Complete all non-mandatory fields that apply (eg if the market participant has an EIC code, make sure it is included).
- Once filled in, click “Next”.

Legal form: eg Company or Partnership.

Include the VAT number. If the market participant does not have a VAT number, enter XXXXX.

Please include the web address used to publish inside information.

The screenshot shows the CEREMP registration interface. At the top, there is a navigation bar with 'Home', 'User Profile', 'Register New MP', 'Association', and 'Logout'. Below this is the CEREMP logo and the text 'Centralised European Registry for Energy Market Participants'. The main section is titled 'Section 1: Market Participant Information' and contains the following fields:

- Market Participant * (text input)
- Person Type * (dropdown menu, currently set to 'Legal Person')
- Legal form * (text input)
- Country * (dropdown menu)
- Address * (text input)
- City * (text input)
- Postcode * (text input)
- VAT Number * (text input)
- EIC (text input)
- BIC (text input)
- LEI (text input)
- GS1 (text input)
- Website (text input)
- Web address where inside information is published * (text input, with a checkbox 'Equal to website')
- Date of validity * (date picker)

At the bottom of the form, there are buttons for 'Back', 'Reset', 'Save', and 'Next'. The page number '29' is visible in the bottom right corner.

If the market participant has one of these codes, it must be included.

Section 2: Related People Information

- Relates to three key people within the market participant organisation:
 - Contact for REMIT related communications
 - Person responsible for trading decisions [*not individual traders*]
 - Person responsible for operational decisions. [*eg head of generation*].

Section 2: Related People Information

Please provide a value for all of the required fields in every entity

Showing 1 to 3 of 3 entries

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

← Previous 1 Next →

Back Add new person Save as draft

Section 2: Related People Information

- Click on one of the available role titles and a pop-up window will appear asking for key contact information for that role.
- Complete all fields and click “Save”.

Related Person Information

Copy User Data

Role *

Job Title *

First Name *

Surname *

Address *

City *

Postcode *

Email *

Retype E-mail *

Phone *

Fax

Date of validity *

Section 2: Related People Information

- Repeat this process for each contact. Once you have provided details of the relevant person for each role, the system will show a summary of key contact information.
- Click on the “Next” button to move to Section 3.

CEREMP Home User Profile Register New MP Association Logout en

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Centralised European Registry for Energy Market Participants

Section 2: Related People Information

Showing 1 to 3 of 3 entries Search:

First Name	Surname	Role
David	Evans	Responsible of operational decision
Jane	Doe	Responsible of trading decision
John	Smith	Contact for communications

← Previous 1 Next →

Back Add new person Save as draft **Next**

Once details for each key contact have been provided, click “Next”.

Section 3: Ultimate Controller Information

- Click on the “Add Ultimate Controller” button to add information on ultimate controller(s).
- See annex one of the REMIT Registration User Guide for more information on what ultimate controller means.

CEREMP Home User Profile Register New MP Association Logout en

ofgem CEREMP Centralised European Registry for Energy Market Participants

Click “Add Ultimate Controller”.

Section 3: Ultimate Controller Information

mpRpUcForm.emptyTable

Back Add Ultimate Controller Save as draft

Section 3: Ultimate Controller Information

- For each ultimate controller, complete each field and click “Save”.

Ultimate Controller Information

Copy MP Data X

Person Type * Legal Person

Name *

Address *

City *

Postcode *

Country * ---

VAT Number *

Legal Form *

Email *

Retype E-mail *

Phone *

Date of validity *

Close Reset Save

Section 4: Corporate relationship Information

- This section is not accessible until ACER publishes the European Registry of Market Participants.
- Only then will a list of all market participants be available through CEREMP. Market participants can then use this list to identify those other market participants with which it has a corporate relationship.
- How to complete this section is covered in Phase 2.

Section 5: Delegated parties for reporting Information

- Complete Section 5 to explain how you intend to report fundamental and transaction data to ACER.
- A market participant may decide:
 - To become a Registered Reporting Mechanism (RRM) and report directly to ACER
 - To delegate its reporting to a third party RRM
 - Or a mixture of the two (eg report trades executed on an OMP via that OMP acting as an RRM and report contracts concluded outside of OMP directly by registering as a RRM).
- Further information on transaction reporting and the RRM registration process is available from ACER.

Section 5: Delegated parties (RRM) for reporting Information

- If you intend to register as an RRM, tick the box and click “Next”. ACER will contact you directly to discuss the RRM registration process.
- If you intend to report through a third party, click “Add Delegated”.

The screenshot shows the CEREMP registration interface. At the top, there is a navigation bar with links for Home, User Profile, Register New MP, Association, Logout, and language selection (en). Below the navigation bar, the ofgem logo and CEREMP logo (Centralised European Registry for Energy Market Participants) are displayed. The main content area is titled "Section 5: Delegated Parties Information". A light blue box contains the text "No delegated party selected". Below this, there is a checkbox labeled "I intend to register as a reporting entity" which is checked. A note states: "Instructions on how to register as a reporting entity will be sent to contact for communications when the registration of reporting entities will start." At the bottom, there are three buttons: "Back", "Add Delegated", and "Save as draft", followed by a "Next" button.

Section 5: Delegated parties (RRM) for reporting Information

- Select the appropriate delegated party code and enter the date of validity (whatever date you are completing the form) then click the “Save” button.

The screenshot shows a web form titled "Delegated Parties". It contains two main input fields: "Delegated Party Name" and "Date of validity *". The "Delegated Party Name" field has a dropdown menu open, showing two options: "DP Test 1" and "DP Test 2". The "Date of validity *" field has a calendar icon. At the bottom of the form, there are three buttons: "Close", "Reset", and "Save".

- You can add another delegated party by repeating this step.
- Delegated parties will only be available to select AFTER they have registered with ACER as an RRM. Therefore, you may need to enter this information at a later stage than Sections 1 – 3.

Completing Phase 1 of REMIT registration

- After filling in all the required fields in Section 5, click “Next”.

The screenshot shows the CEREMP (Centralised European Registry for Energy Market Participants) registration summary page. The page has a blue header with the CEREMP logo and navigation links. Below the header, there is a section titled "Summary data entered" with five tabs: "Market Participant", "Related People", "Ultimate Controllers", "Corporate Structures", and "Delegated Parties". The "Market Participant" tab is selected and highlighted with a red box. The form contains the following fields:

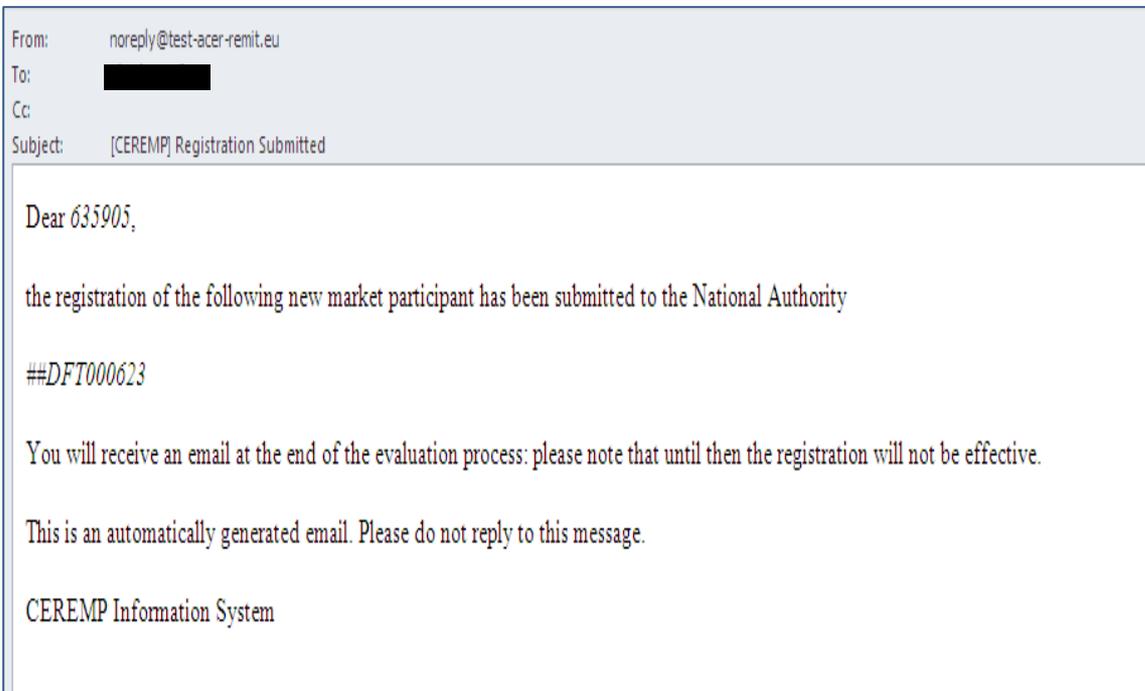
Market Participant	John Smith Trading	GS1	
Person Type	Legal Person	Website	http://www.johnsmiths.com
Legal form	Company	Web address where inside information is published	www.johnsmithtrading.com/REMIT
Country	United Kingdom	Date of validity	2014-10-29
Address	99 London Road		
City	London		
Postcode	QW1 2ER		
VAT Number	GB123456789		
EIC			
BIC			
LEI			

At the bottom of the form, there is a checkbox labeled "I confirm that the information being provided herein by me is true and accurate." which is checked and circled in red. Below this, there are three buttons: "Back", "Print Preview", and "Submit", with the "Submit" button also circled in red.

- The summary page will appear.
- Click on the 5 tabs to check the data entered for each section.
- Once you are happy with the information, confirm this by ticking the box at the bottom.
- Then click “Submit”.

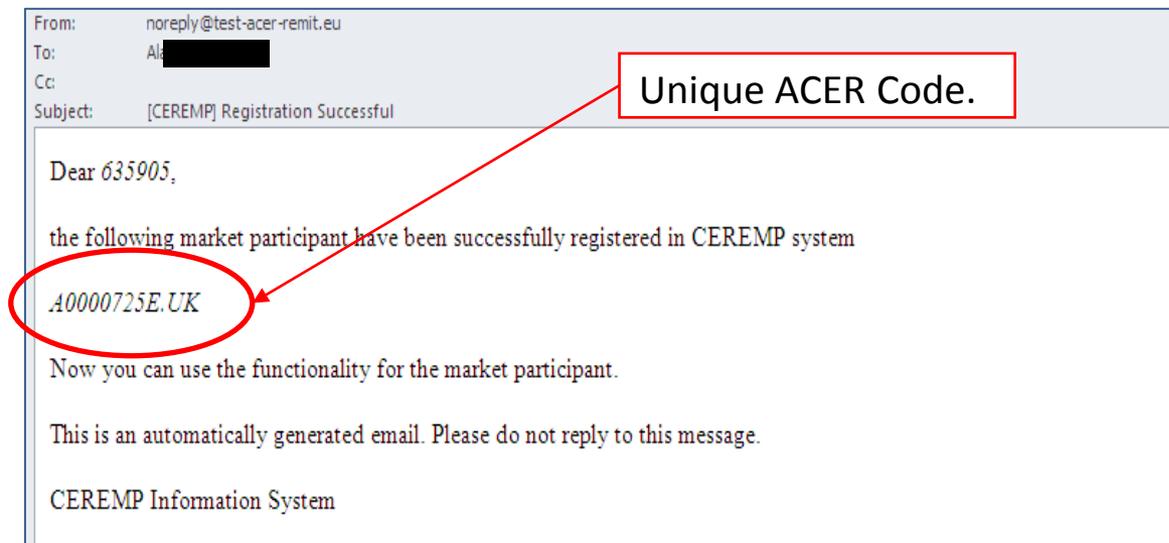
Completing Phase 1 of REMIT registration

- After submitting the registration request, you will receive an email notifying you that the market participant application is pending acceptance by Ofgem.



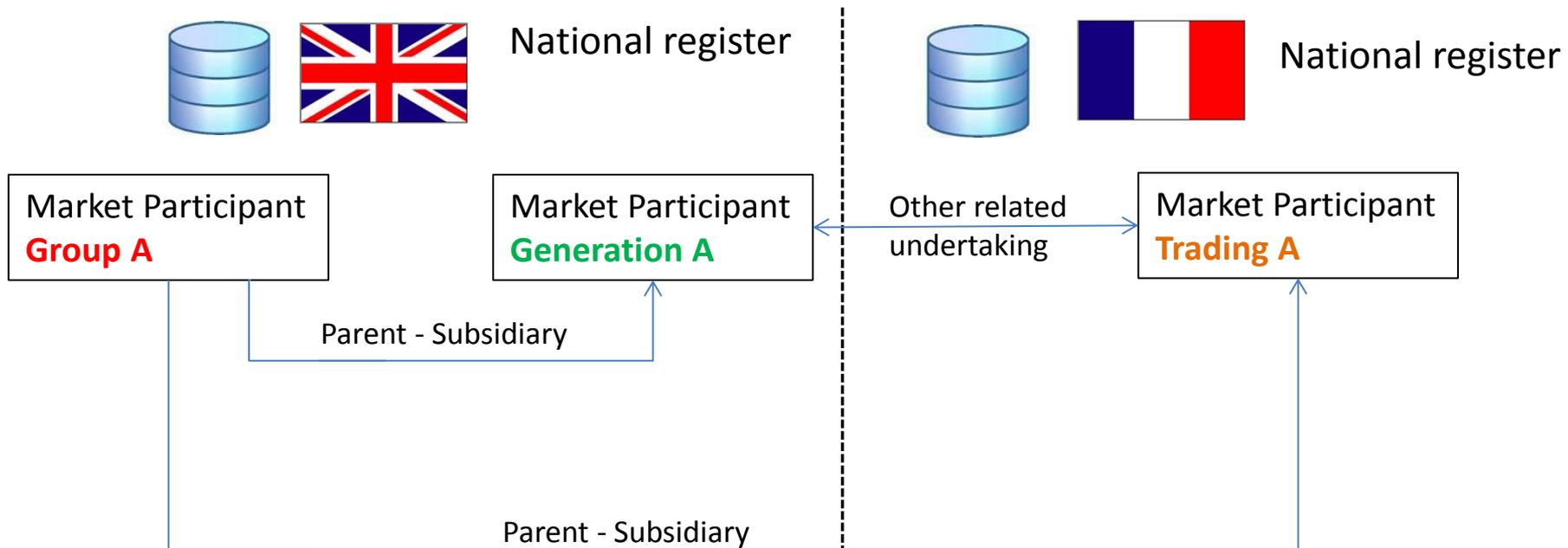
Completing Phase 1 of REMIT registration

- We'll check the application and, if we have no further queries, you will receive an email stating that your Phase 1 registration has been successful.
- This email will include the unique ACER code for the market participant.
- **Receipt of the ACER code does not constitute the fulfilment of your REMIT registration obligations. You need to complete Phase 2 and continue to maintain accurate information.**
- If we do ask you to provide more information, the registration will remain as 'pending' and you will receive an email asking you address the issue/s in question.



- After ACER publishes the European list of market participants, ACER codes for all market participants will be available in CEREMP.
- ACER currently intend to publish this list 3 months after the Implementing Acts enter into force > estimate March 2015.
- Once this list is published, it will be possible to add corporate relationships (parent, subsidiary, other undertaking) between different market participants.

- It is important that market participants report their relationships. The possible relationships are:
 - Parent
 - Subsidiary
 - Other related undertaking (ie subsidiary-subsubsidiary relationship).



- To submit Corporate Relationship Information, log into CEREMP, go to “MP” then “Registration Format” then click on “Update Corporate Relationship Information”.

The screenshot displays the CEREMP web application interface. At the top, there is a navigation bar with the following elements: 'CEREMP', 'Home', 'User Profile', 'MP', 'Change Market Participant', 'Association', 'Logout', and 'en'. Below the navigation bar, the 'MP' dropdown menu is open, showing a list of options: 'Update Delegated Parties Information', 'Change Member State', 'Termination', 'Historical report', 'Update Market Participant Information', 'Update Related Person Information', 'Update Ultimate Controller Information', 'Update Corporate Relationship Information', and 'Update Delegated Parties Information'. The 'Update Corporate Relationship Information' option is highlighted. Below the navigation bar, the 'ofgem' logo and the 'CEREMP Centralised European Energy Market Participant' logo are visible. The main content area displays the following text: 'You have selected the following Market Participant: Market Participant John Smith Trading ACER Code A0000725E.UK'. To the right of this text is a small image of the European Union flag.

- You can then add one or more corporate relationships between the market participant you are registering and other market participants that have also registered by clicking on the “Add Corporate Relationship” button.

CEREMP Home User Profile MP Change Market Participant Association Logout en

ofgem CEREMP Centralised European Registry for Energy Market Participants

Corporate Structure (Registration Format Section 4)

Market Participant is John Smith Trading (A0000725E.UK)

No elements found

Back Add Corporate Relationship

Click this button to add a new corporate relationship with another market participant.

- After clicking the “Add Corporate Relationship” button the following page will be displayed:

The screenshot shows the CEREMP 'Corporate Relationship' form. The form includes the following fields and controls:

- MP Declaring ***: Text input field containing 'A0000725E.UK'. A red arrow points to this field with the text: "MP Declaring is the MP which you are registering."
- is**: Text label.
- Relation Type ***: Dropdown menu showing '---'. A red arrow points to this dropdown with the text: "Select either 'parent undertaking', 'controlled undertaking' or 'other related undertaking' as appropriate."
- of**: Text label.
- MP Involved ***: Text input field with a search icon and a 'Search' button. A red arrow points to the search button with the text: "Use the search button to find the MP you want to report a relationship with and select the relevant MP."
- since**: Text label.
- Start Date ***: Date picker field. A red arrow points to the date picker with the text: "Start date of validity. Enter the date on which you are reporting the relationship."
- Notes**: Text area with a search icon. A red arrow points to this field with the text: "Include additional details (eg percentage owned by parent) here."

At the bottom of the form are 'Close' and 'Reset' buttons.

- Complete all fields and then click on “Save”.

- In the Corporate Relationship Information page, the status of this relationship will now read “Pending Added Send”.
- You will also receive an email stating that the relationship has been submitted.
- This corporate relationship will remain in a ‘pending status’ until it is confirmed by the other market participant.



- The user associated with the “market participant involved” will receive an email asking them to log into the system and confirm that the relationship you have entered is correct. Once they have done this, you will receive an email stating that the corporate relationship has been accepted.



- The corporate relationship information page will now list this relationship as 'confirmed'.
- The system will automatically confirm the same relationship in the other party's account.
- This means only one party has to report the relationship.

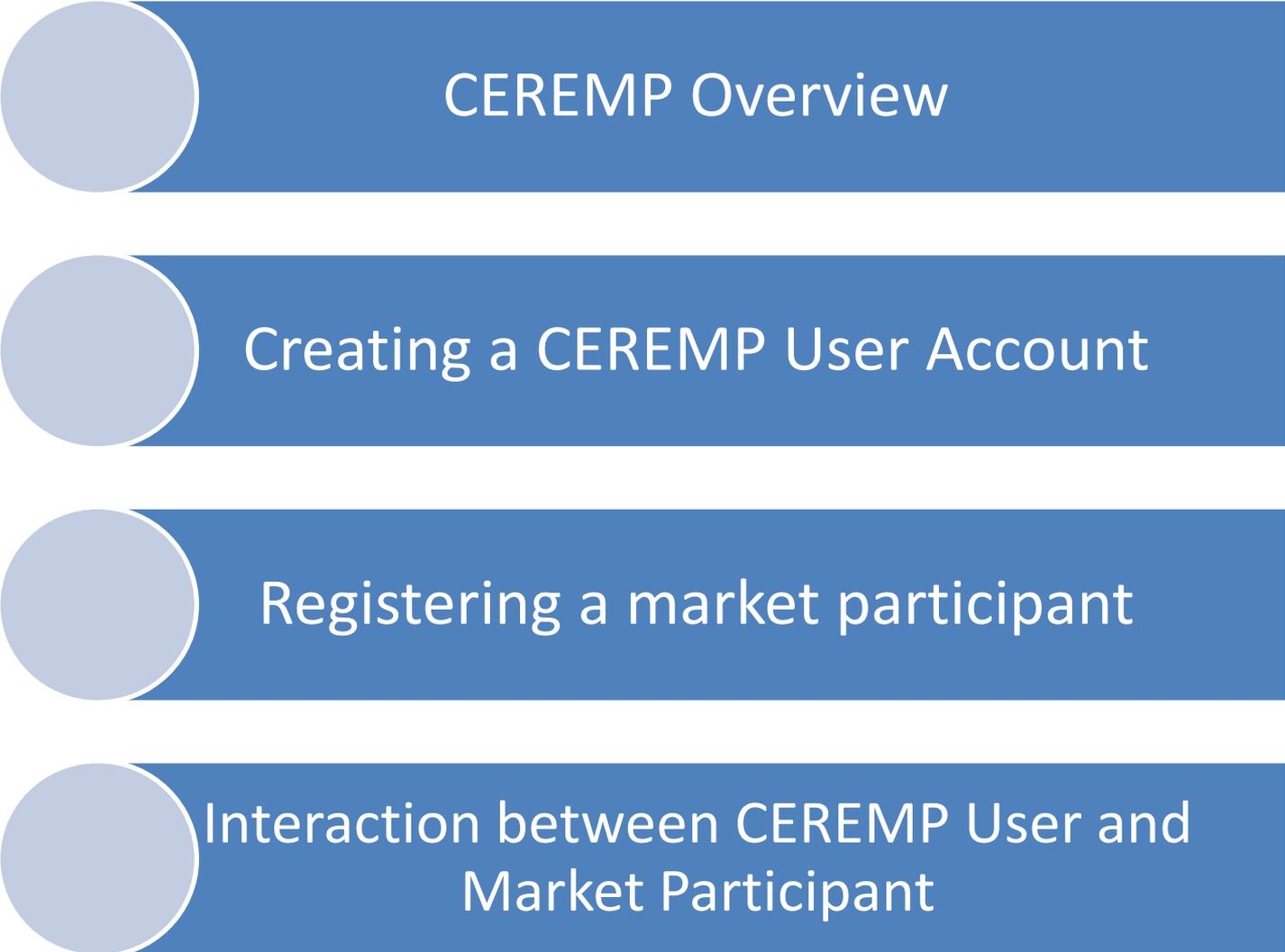
The screenshot displays the CEREMP web application interface. At the top, there is a navigation bar with links for Home, User Profile, MP, Register New Market Participant, New MP Association, Logout, and language settings (en). Below the navigation bar, the ofgem and CEREMP logos are visible, along with the text 'Centralised European Registry for Energy Market Participants'.

The main content area is titled 'Step 4: Corporate relationship information'. It shows a search bar and a table with two entries. The table has columns for 'MP Declaring', 'MP Involved', 'Type', and 'Status'. Both entries are marked as 'Confirmed'.

MP Declaring	MP Involved	Type	Status
A000005B.UK	A0000093.UK	SUBSIDIARY UNDERTAKING	Confirmed
A0000093.UK	A000005B.UK	PARENT UNDERTAKING	Confirmed

At the bottom of the page, there are 'Back' and 'Add Corporate Structure' buttons, along with a pagination control showing '← Previous 1 Next →'.

- Now that all 5 sections have been completed, the registration of the market participant is complete.
- A user has the ability to register several market players by clicking the "Add a new market participant" button. The procedure is exactly the same as described above.



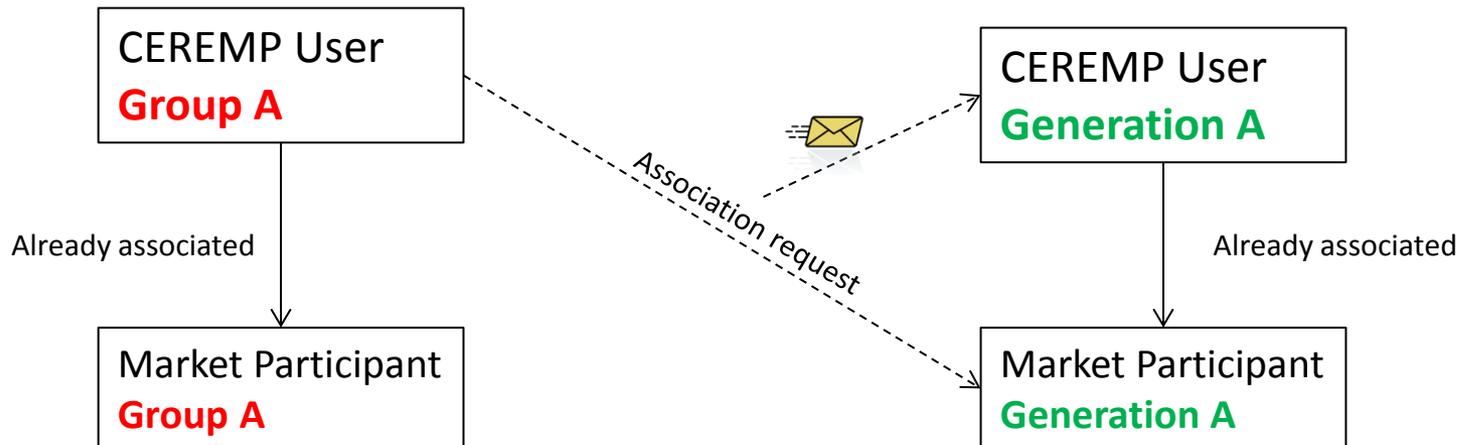
CEREMP Overview

Creating a CEREMP User Account

Registering a market participant

Interaction between CEREMP User and
Market Participant

- A CEREMP User can ask to be associated with a market participant that has already been registered.
 - Eg. a second employee of the market participant
 - The original CEREMP User associated with that market participant receives an email about the request and then needs to log into CEREMP to approve the request.



- To request an association, log in and click on “Association” and then “New MP Association”.

The screenshot displays the CEREMP (Centralised European Registry for Energy Market Participants) user interface. At the top, there is a navigation bar with the CEREMP logo, a home icon, a user profile dropdown, and buttons for '+ Register New MP', 'Association', and 'Logout'. The 'Association' dropdown menu is open, showing two options: 'New MP Association' and 'Show Association'. A red circle highlights the 'Association' dropdown and its menu items. A red arrow points from a text box to the 'New MP Association' option. The text box contains the instruction: 'Click on “Association” and then “New MP Association”'. Below the navigation bar, the main content area features the CEREMP logo and the text 'Welcome to the Centralised European Registry for Energy Market Participant.' A blue button labeled 'Register New MP' is visible in the bottom left corner. A European Union flag icon is positioned on the right side of the main content area.

- After you click on 'New MP association', you'll see this screen. Enter your criteria and press 'search'.

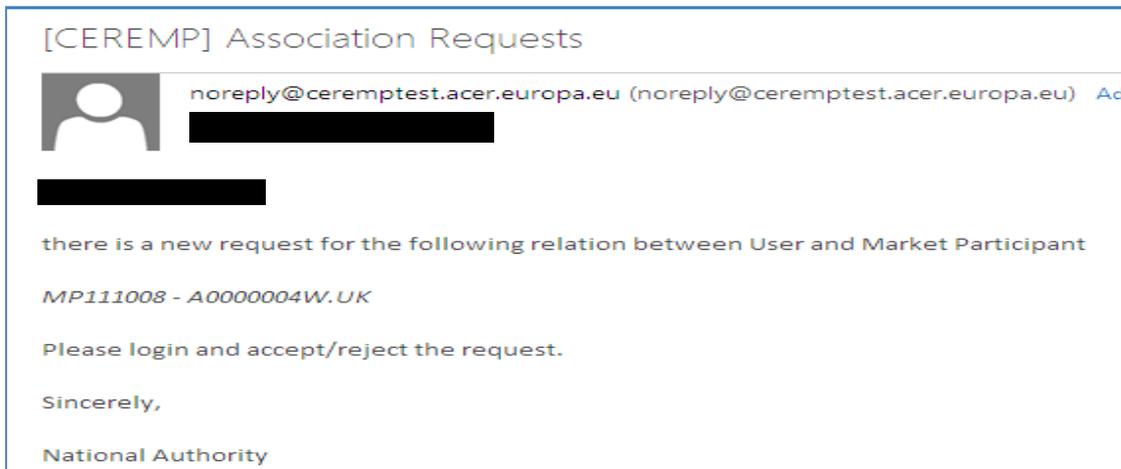
The screenshot shows the CEREMP web interface. At the top, there is a navigation bar with 'CEREMP', 'Home', 'User Profile', '+ Register New MP', 'Association', and 'Logout'. Below the navigation bar, the 'ofgem' logo and the 'CEREMP Centralised European Registry for Energy Market Participants' logo are displayed. The main content area is titled 'Search the MP to associate'. Below the title, there is a instruction: 'Fill in at least one field before performing the search' and 'The value entered for each field will be used to perform a wildcard search'. There are seven input fields arranged in two columns: 'ACER Code', 'Market Participant', 'VAT Number', 'GS1' on the left; and 'EIC', 'BIC', 'LEI' on the right. At the bottom left, there is a 'Back' button, and at the bottom right, there is a green 'Search' button.

- A list of search results will be displayed. Select the market participant(s) that you want to be associated with and press the “Send Request” button. You will see a message stating that your association request has been sent to all users linked to the market participant.



The screenshot displays the CEREMP (Centralised European Registry for Energy Market Participants) web interface. At the top, there is a navigation bar with the CEREMP logo, a home icon, a user profile dropdown, and links for '+ Register New MP', 'Association', and 'Logout'. Below the navigation bar, the ofgem logo is on the left, and the CEREMP logo with the text 'Centralised European Registry for Energy Market Participants' is on the right. The main content area is titled 'Result' and contains a green confirmation message: 'Your association request has been sent to NRA. You will receive an email at the end of evaluation process. Please note that market participants already assigned to you or already requested to be associated will be ignored.'

- The first user receives an email asking them to confirm (or reject) your application to be associated with the market participant that they are already associated with.



- Once they log into CEREMP, they can see the association request by clicking on “Association” and then “Association Request”.



- They are then presented with a list of all association requests.
- They can then click into your request and either accept or reject it (see below).
- If they accept the request, you will both receive an email to confirm that your User ID has now been associated with the relevant market participant's ACER ID.

The screenshot shows the CEREMP web application interface. At the top, there is a navigation bar with 'CEREMP', 'Home', 'User Profile', 'MP', 'Change Market Participant', 'Logout', and 'en'. Below the navigation bar, the 'ofgem' logo and 'CEREMP Centralised European Registry for Energy Market Participants' are displayed. The main content area is titled 'Association Details' and contains the following text: 'The following user has requested to be associated with the following market participant. MP111008 (John Smith)'. Below this, it says 'Showing 1 to 1 of 1 entries' and 'Search:'. A table with three columns: 'Acercode', 'MP Name', and 'VAT Number' is shown. The table contains one entry: 'A0000004W.UK', 'AI's Oil Traders Limited', and 'GB123456789'. At the bottom of the table, there are navigation buttons: '← Previous', '1', and 'Next →'. At the bottom left, there is a 'Back' button. At the bottom right, there are two buttons: 'Accept' (green) and 'Reject' (red).

Acercode	MP Name	VAT Number
A0000004W.UK	AI's Oil Traders Limited	GB123456789

- There are a number of other important features of the CEREMP system:
 - Changing Member State
 - Deleting a market participant from CEREMP
 - Updating a market participant or CEREMP user's information
 - Viewing a history of changes.
- A full explanation of how to use these features is included in the REMIT Registration User Manual available at:

<https://www.ofgem.gov.uk/gas/wholesale-market/european-market/remit>

- Ofgem website:
<https://www.ofgem.gov.uk/>
- GB REMIT registration link:
https://www.acer-remit.eu/ceremp/home?nraShortName=27&lang=en_UK
- For more information on REMIT registration, please contact the team via:
REMIT.Registration@Ofgem.gov.uk
- If you have issues or problems with the registration process, you can also call us on: 0300 003 1514

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