

Department of commercial activity



## **Manual**

On creation of an application for gas reservation in trading sessions of  
Trading Exchange in I-platform of UA SSO

Version 1.0  
13.08.2021

### **Consultations:**

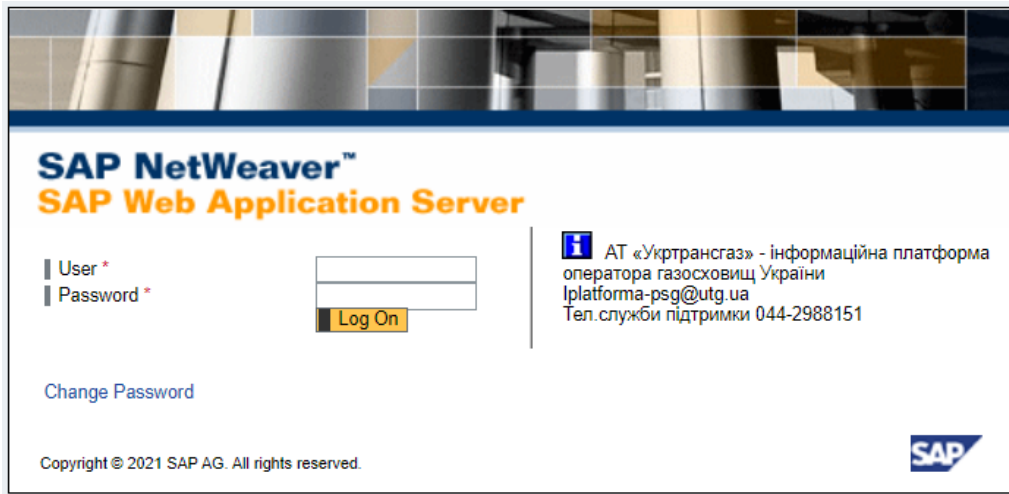
e-mail:	<a href="mailto:iplatforma-psg@utg.ua">iplatforma-psg@utg.ua</a>
Contact phone:	(044) 298-81-51

# Login to the system

To enter the information platform of the Storage System Operator of Ukraine (hereinafter – «the SSO I-platform»), use the following link in the Google Chrome Internet browser.

[https://iplatforma-ogu.utg.ua/start\\_en](https://iplatforma-ogu.utg.ua/start_en)

The web browser window opens:

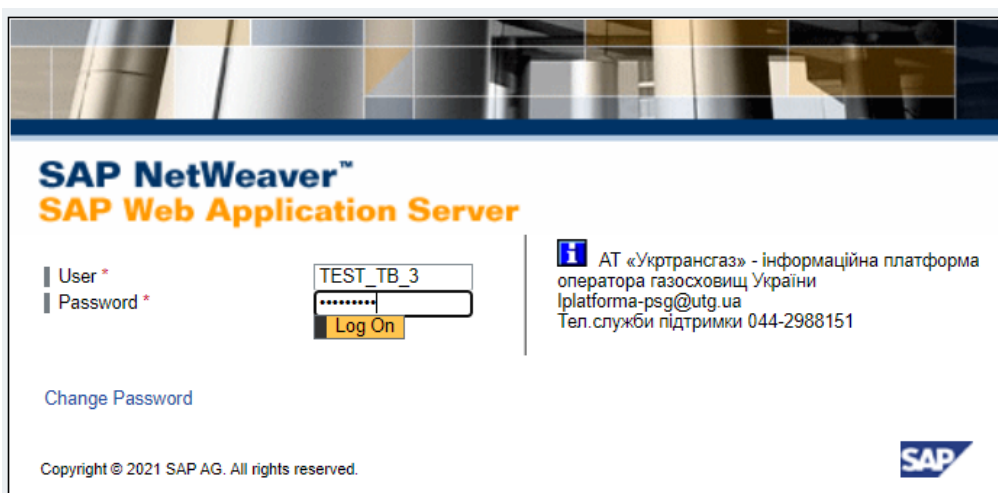


You must log in to your personal account.

To do this, fill in the following fields in the window:

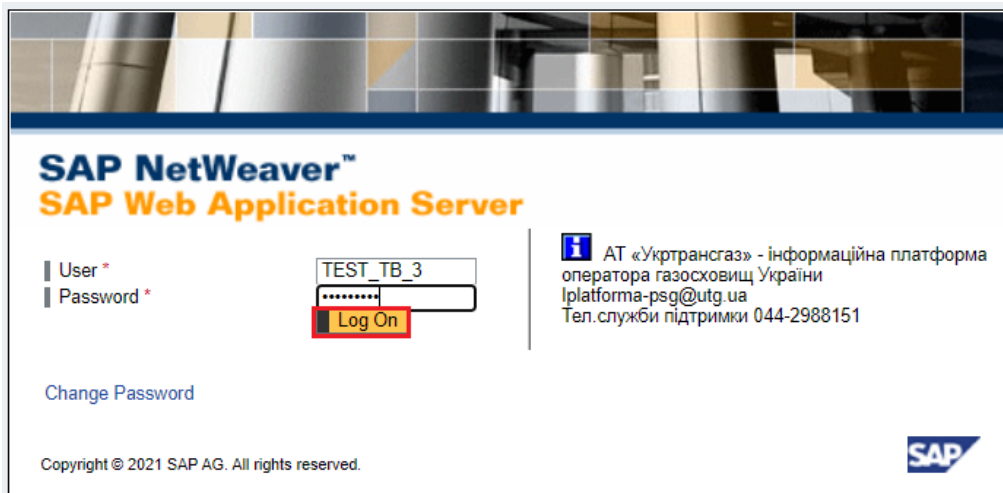
User - enter your login (User account of the information platform of the gas storage operator of Ukraine);

Password - the initial password is entered at the first login.



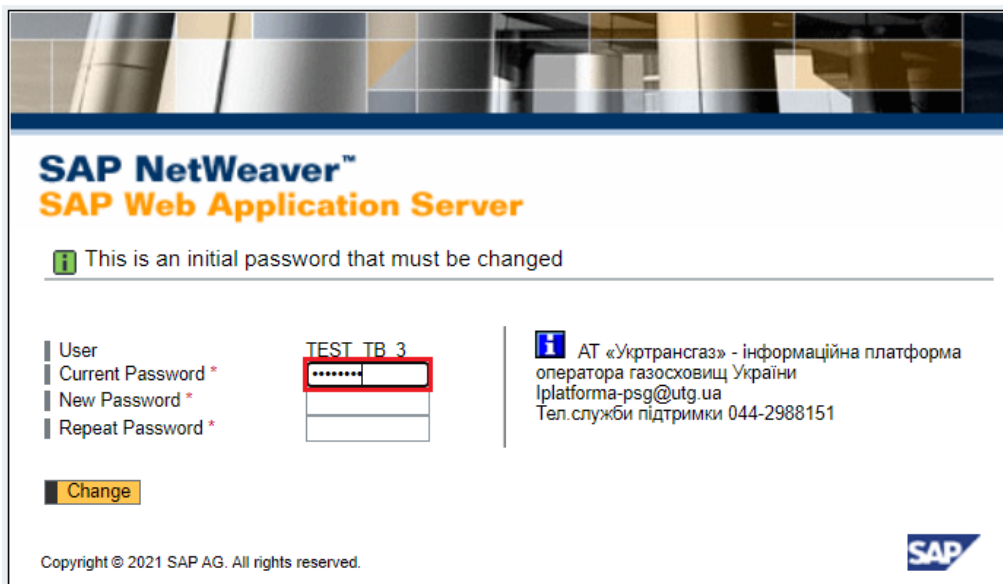
**Attention! The password you received in the e-mail must be changed within 3 days.**

Select– «Log On»:



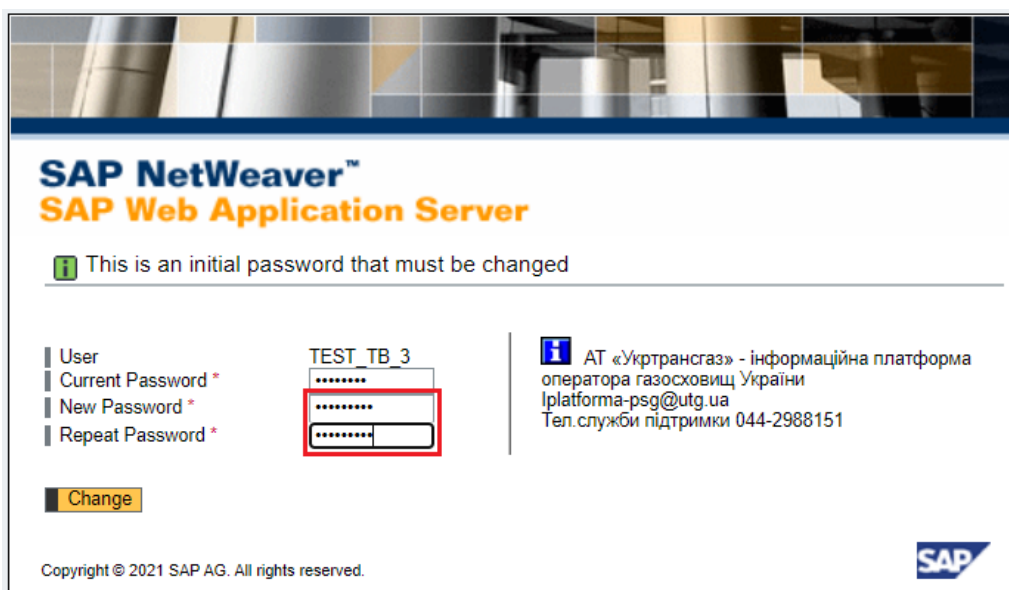
The screenshot shows the SAP NetWeaver SAP Web Application Server Log On page. The header features the SAP logo and the text "SAP NetWeaver™ SAP Web Application Server". Below the header, there is a login form with two input fields: "User" and "Password". The "User" field contains the text "TEST\_TB\_3". The "Password" field is masked with dots. A red box highlights the "Log On" button. To the right of the login form, there is a block of text: "i AT «Укртрансгаз» - інформаційна платформа оператора газосховищ України lplatforma-psg@utg.ua Тел.служби підтримки 044-2988151". Below the login form, there is a link "Change Password". At the bottom, there is a copyright notice: "Copyright © 2021 SAP AG. All rights reserved." and the SAP logo.

Then the system will ask you to enter «current (initial password)»:



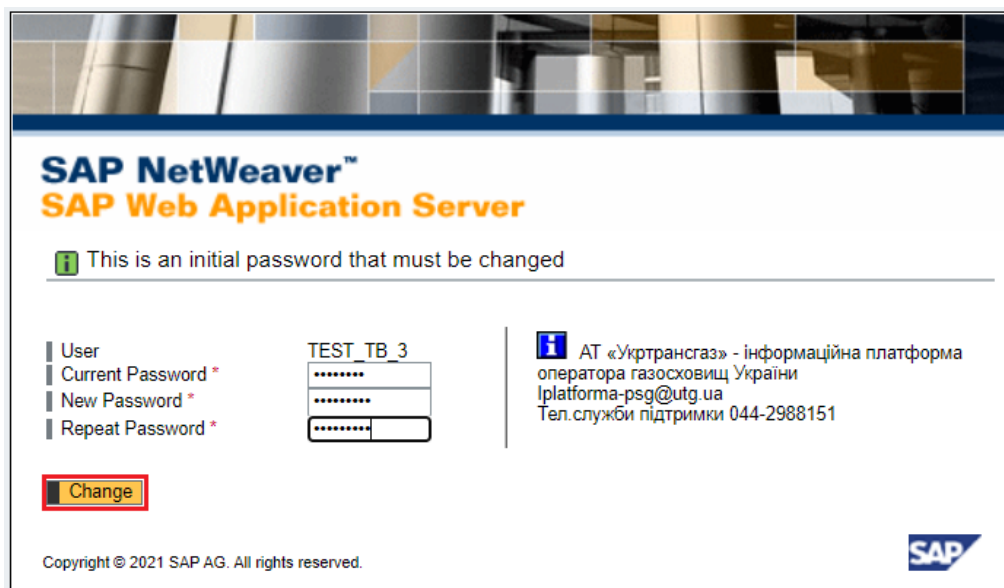
The screenshot shows the SAP NetWeaver SAP Web Application Server Change Password page. The header features the SAP logo and the text "SAP NetWeaver™ SAP Web Application Server". Below the header, there is a message: "i This is an initial password that must be changed". Below the message, there is a form with four input fields: "User", "Current Password", "New Password", and "Repeat Password". The "User" field contains the text "TEST\_TB\_3". The "Current Password" field is masked with dots and has a red box around it. The "New Password" and "Repeat Password" fields are also masked with dots. A red box highlights the "Change" button. To the right of the form, there is a block of text: "i AT «Укртрансгаз» - інформаційна платформа оператора газосховищ України lplatforma-psg@utg.ua Тел.служби підтримки 044-2988151". At the bottom, there is a copyright notice: "Copyright © 2021 SAP AG. All rights reserved." and the SAP logo.

Create a strong password that uses Latin letters (English keyboard layout), a punctuation mark, and numbers, and enter it in the following fields:



The screenshot shows the SAP NetWeaver SAP Web Application Server Change Password page. The header features the SAP logo and the text "SAP NetWeaver™ SAP Web Application Server". Below the header, there is a message: "i This is an initial password that must be changed". Below the message, there is a form with four input fields: "User", "Current Password", "New Password", and "Repeat Password". The "User" field contains the text "TEST\_TB\_3". The "Current Password" field is masked with dots and has a red box around it. The "New Password" and "Repeat Password" fields are also masked with dots. A red box highlights the "Change" button. To the right of the form, there is a block of text: "i AT «Укртрансгаз» - інформаційна платформа оператора газосховищ України lplatforma-psg@utg.ua Тел.служби підтримки 044-2988151". At the bottom, there is a copyright notice: "Copyright © 2021 SAP AG. All rights reserved." and the SAP logo.

Then left-click – «Change»:



**SAP NetWeaver™**  
**SAP Web Application Server**

**i** This is an initial password that must be changed

User: TEST\_TB\_3

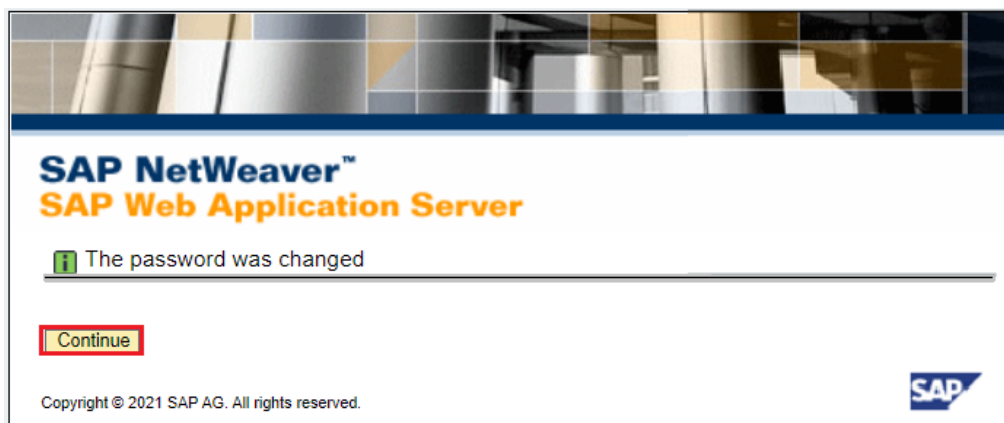
Current Password \*  
New Password \*  
Repeat Password \*

**Change**

**i** AT «Укртрансгаз» - інформаційна платформа оператора газосховищ України  
lplatforma-psg@utg.ua  
Тел.служби підтримки 044-2988151

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The system will notify you to change the password, then – «Continue»:



**SAP NetWeaver™**  
**SAP Web Application Server**

**i** The password was changed

**Continue**

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Then the two-factor authentication window of the I-platform User appears:



**Entering a two-factor authentication key**

Entering a two-factor authentication key for user **TEST\_TB\_3**

Date of session begin **01.11.2021**

Time of session begin **17:53:44**

Authentication key

**Next** **Exit**

Enter the 25-digit Authorization Key, which will be automatically sent as a system message to the User's email address, and then click the button «Next»:

**Entering a two-factor authentication key**

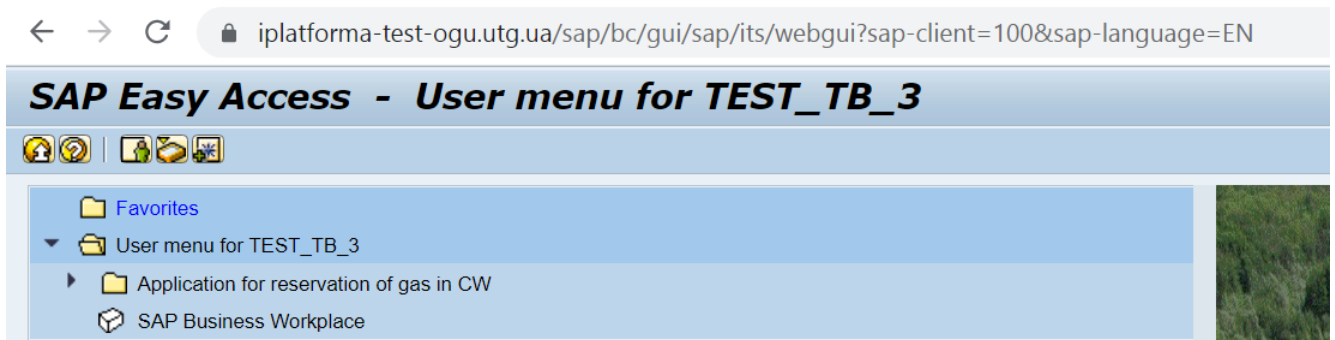
Entering a two-factor authentication key for user **TEST\_TB\_3**

Date of session begin **01.11.2021**

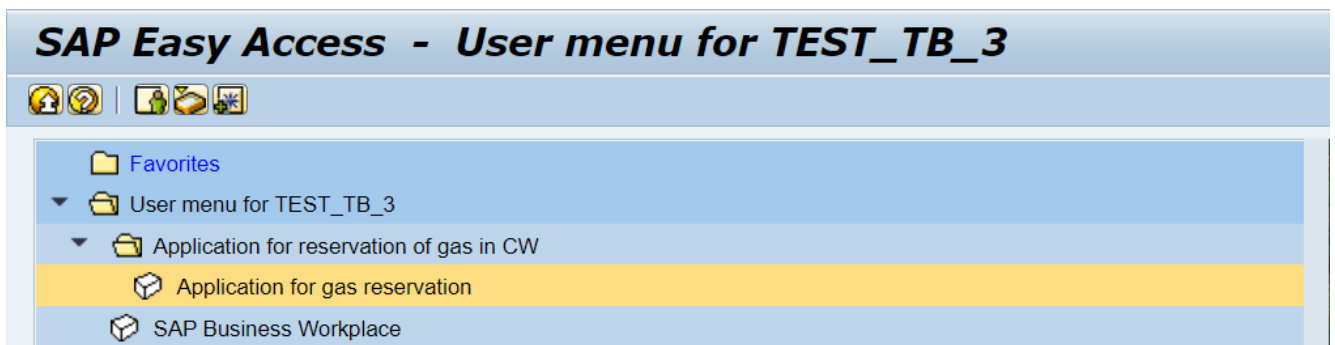
Time of session begin **17:53:44**

Authentication key

The user's interface of the SSO's I-platform opens:



To create an application for gas reservation in trading session of the trading exchange, you must select the appropriate transaction:



Further, please select the EIC code of the trading exchange from the catalogue:

### Application for gas reservation in trading

**Options**

Customer EIC code	11XEON-H-----8	Uniper Global Commodities SE
Trading Exchange EIC code	<input type="text"/>	
Date of application	02.11.2021	to 01.01.2022 
Storage regime	<input type="text"/>	
Status	<input type="text"/>	

Double-click on the selected line:

#### Trading Exchange EIC code (1)

**Restrictions**

EIC-code of Client	F0002	TypeProd	Product type of Trade Exchange
56X930000011390G	УКРАЇНСЬКА ЕНЕРГЕТИЧНА БІРЖА ТОВ	CUST	Customs gas in UGS ("customs WH", "custom

1 Entry found

#### ЕІС-код торгової біржі (1)

**Обмеження**

ЕІС код замовника	Назва Торгової біржі	ТипПродукт	Тип Продукту Торгової Біржі
56X930000011390G	УКРАЇНСЬКА ЕНЕРГЕТИЧНА БІРЖА ТОВ	CUST	Митний газ в ПСГ ("митний склад", "митн

1 Запис знайдено

The EIC-code of the trading exchange was successfully selected. Please also fill in the following:

- Date of application - the 2-month date range is displayed by default;
- Storage regime – foreseen an option to select previously created applications (if available) for the following storage regimes:

#### Storage regime (1)

**Restrictions**

StorReg	Storage regime
M	Customs warehouse
S	Customs warehouse (short-haul)

2 Entries found

- Status - the following statuses of applicationes are foreseen (when create an application for gas reservation in trading session of the trading exchange, the field is informative):

**Status of application for bidding (1)**

StatusApplicat	Short Descript.
C	Submitted
R	Revoked
S	Sent
F	Processed

4 Entries found

**Статус заявки на участь в торговій сесії біржі (1)**

Статус заявки	Короткий опис
C	Подано
R	Відкликано
S	Відправлено
F	Закрита

4 Знайдені записи

Left-click – «Execute»:

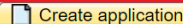
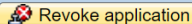

**Application for gas reservation in trading**

**Options**

Customer EIC code	11XEON-H-----8	Uniper Global Commodities SE
Trading Exchange EIC code	56X930000011390G	УКРАЇНСЬКА ЕНЕРГЕТИЧНА БІРЖА ТОВ
Date of application	02.11.2021	to 01.01.2022
Storage regime	S	
Status	S	

On the next screen select - Create application:

**Application for gas reservation in trading**

NumbA... TypeProd DateAppl EIC Custom EIC TEx StatAppl StorReg Decl.Numb VolAgreem DocNumber StatFile ReductVol Rese

To create an application for gas reservation in trading session of the trading exchange please fill in the following fields:

**Application for gas reservation in trading**



Customer services	11XEON-H-----8	Uniper Global Commodities SE
Trade Exchange		
Date of application	02.11.2021	
Trade session		
Storage regime		
Declaration No.		
Volume of Agreement		

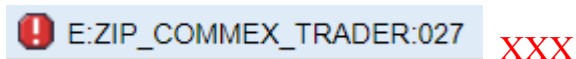
Save Cancel

- Trade Exchange - choose from the catalogue;
- Date of application - the certain gas day within which the customer of storage services plans to participate in the trade sessions, please choose from the calendar;
- Trade session - the customer of storage services has the opportunity to participate in 2 sessions within the gas day according to the Regulations of interaction with the trading exchange, please make your choice (one or both);
- Storage regime - choose Customs warehouse or Customs warehouse (short-haul);
- Declaration No - selection from the directory;
- Volume of Agreement - volume of natural gas for participation in trade sessions, m3.

**Application for gas reservation in trading**

Customer services	11XEON-H-----8	Uniper Global Commodities SE
Trade Exchange	УКРАЇНСЬКА ЕНЕРГЕТИЧНА БІРЖА ТОВ	
Date of application	02.11.2021	
Trade session	2	
Storage regime	Customs warehouse (short-haul)	
Declaration No.	UA903020/2021/200780	
Volume of Agreement	77 777 777,00	

 Save  Cancel



If the necessary conditions are met, an application for gas reservation in trading session of the trading exchange will be created:

**Application for gas reservation in trading**

[Create application](#)
[Revoke application](#)
[History](#)

Nu...	TypeProd	DateAppl	Customer EIC code	EIC Trading Excha ...	StatAppl	StorReg	Product type of Trade Exchange	Declaration No.	VolAgreem	Name of the trading exchan
224	CUST	02.11.2021	11XEON-H-----8	56X930000011390G	C	S	Customs gas in UGS ("customs WH", "customs WH Short-haul")	UA903020/2021/200780	77 777, 00	УКРАЇНСЬКА ЕНЕРГЕТИЧНА КОМПАНІЯ ПРАЙВАТ



The application is created:

Application for gas reservation in trading

<

The application for gas reservation in trading session of the trading exchange will be executed at the relevant gas day after the status of the application is changed to Sent.