

User Guide for the Security Platform Gas

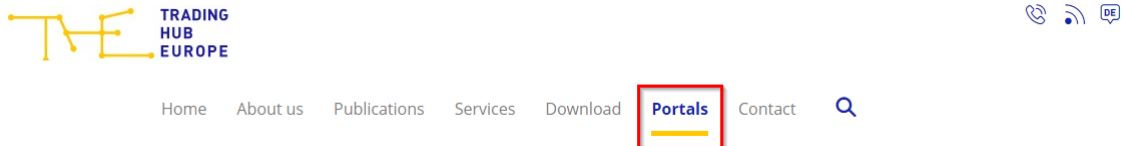
for Balancing Group Managers

Table of contents

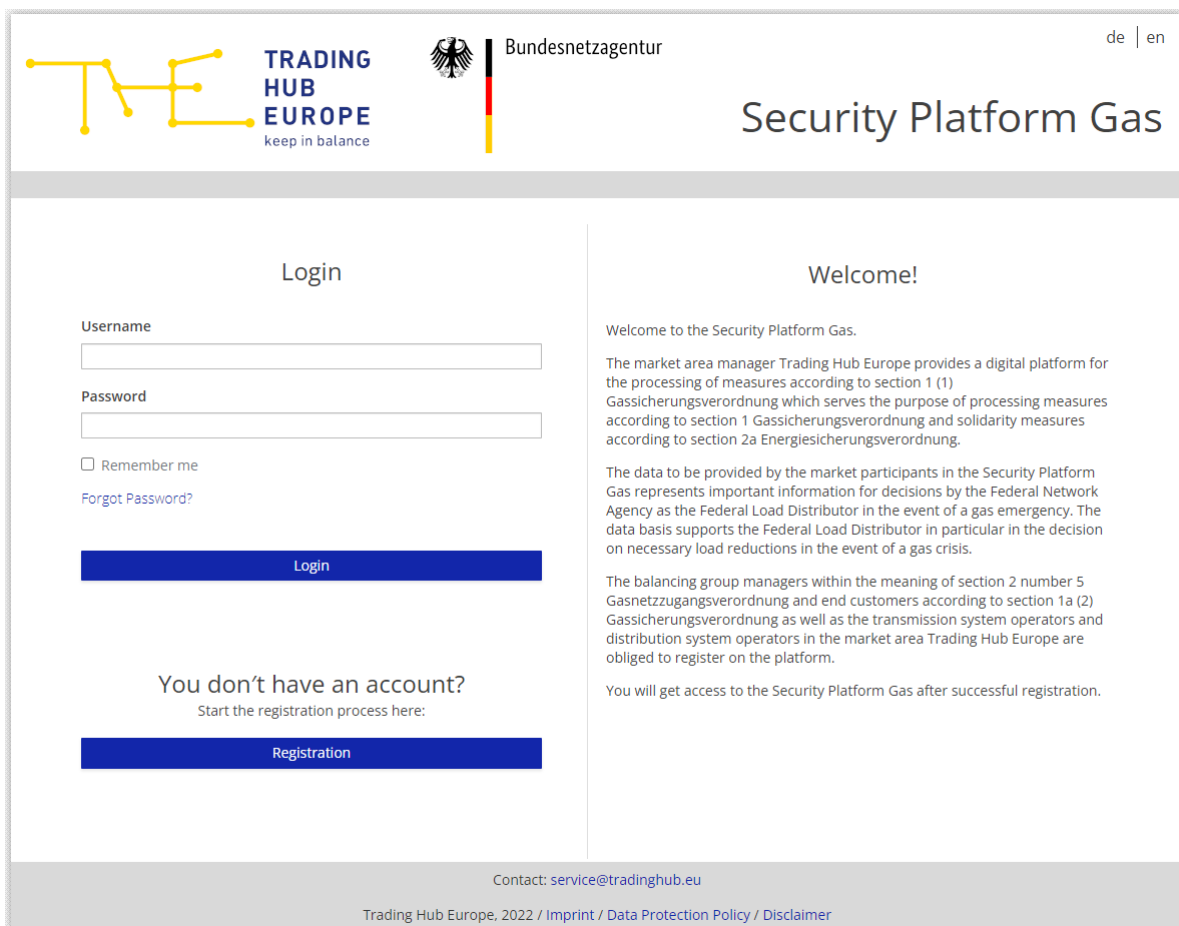
1	Login page of the Security Platform Gas	3
2	Registration to the Security Platform Gas	5
3	General information about the Security Platform Gas.....	10
4	Master data	12
5	Assignment of market location identification numbers.....	14
6	Assignment of storage user agreements.....	15
7	Decrees – FC	16
8	Decrees – SU.....	17
9	Sending of notifications by the Federal Load Distributor	18
10	Sending of orders by the Federal Load Distributor	20
11	Your contacts.....	22

1 Login page of the Security Platform Gas

To access the Security Platform Gas, follow the link on the Trading Hub Europe website (alternatively, you can find the Security Platform Gas at www.sicherheitsplattform-gas.de):



The login page of the Security Platform Gas will open:



TRADING HUB EUROPE keep in balance

Bundesnetzagentur

de | en

Security Plattform Gas

Login

Username

Password

Remember me

[Forgot Password?](#)

Login

You don't have an account?
Start the registration process here:

Registration

Welcome!

Welcome to the Security Platform Gas.

The market area manager Trading Hub Europe provides a digital platform for the processing of measures according to section 1 (1) Gassicherungsverordnung which serves the purpose of processing measures according to section 1 Gassicherungsverordnung and solidarity measures according to section 2a Energiesicherungsverordnung.

The data to be provided by the market participants in the Security Platform Gas represents important information for decisions by the Federal Network Agency as the Federal Load Distributor in the event of a gas emergency. The data basis supports the Federal Load Distributor in particular in the decision on necessary load reductions in the event of a gas crisis.

The balancing group managers within the meaning of section 2 number 5 Gasnetzzugangsverordnung and end customers according to section 1a (2) Gassicherungsverordnung as well as the transmission system operators and distribution system operators in the market area Trading Hub Europe are obliged to register on the platform.

You will get access to the Security Platform Gas after successful registration.

Contact: service@tradinghub.eu

Trading Hub Europe, 2022 / [Imprint](#) / [Data Protection Policy](#) / [Disclaimer](#)

Here you you can log in, reset your password or start the registration process to the Security Platform Gas.

To reset your password, please use the 'Forgot password' function. Enter your user name and click on "Submit". You will then receive an automatically generated e-mail with further instructions.



Security Platform Gas

Login

Username

« Back to Login

Submit

Please enter your username. After pressing "Submit" you will receive an email with further instructions to your registered email address (provided your entered username exists).

You don't have an account?

Start the registration process here:

Registration

Welcome!

Welcome to the Security Platform Gas.

The market area manager Trading Hub Europe provides a digital platform for the processing of measures according to section 1 (1) Gassicherungsverordnung which serves the purpose of processing measures according to section 1 Gassicherungsverordnung and solidarity measures according to section 2a Energiesicherungsverordnung.

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You will get access to the Security Platform Gas after successful registration.

Contact: service@tradinghub.eu

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2 Registration to the Security Platform Gas

To start the registration process to the Security Platform Gas, your company needs to be admitted as a Balancing group manager in the THE market area. If you wish to register, click on "Registration".

You don't have an account?
Start the registration process here:

Registration

Select the market role "Balancing group manager" and indicate whether you already have access to the Customer Portal or whether you want to start a new registration. If you already have access to the Customer Portal of THE, you can use the same login data for the Security Platform Gas after activation.

← Home Role / Application type

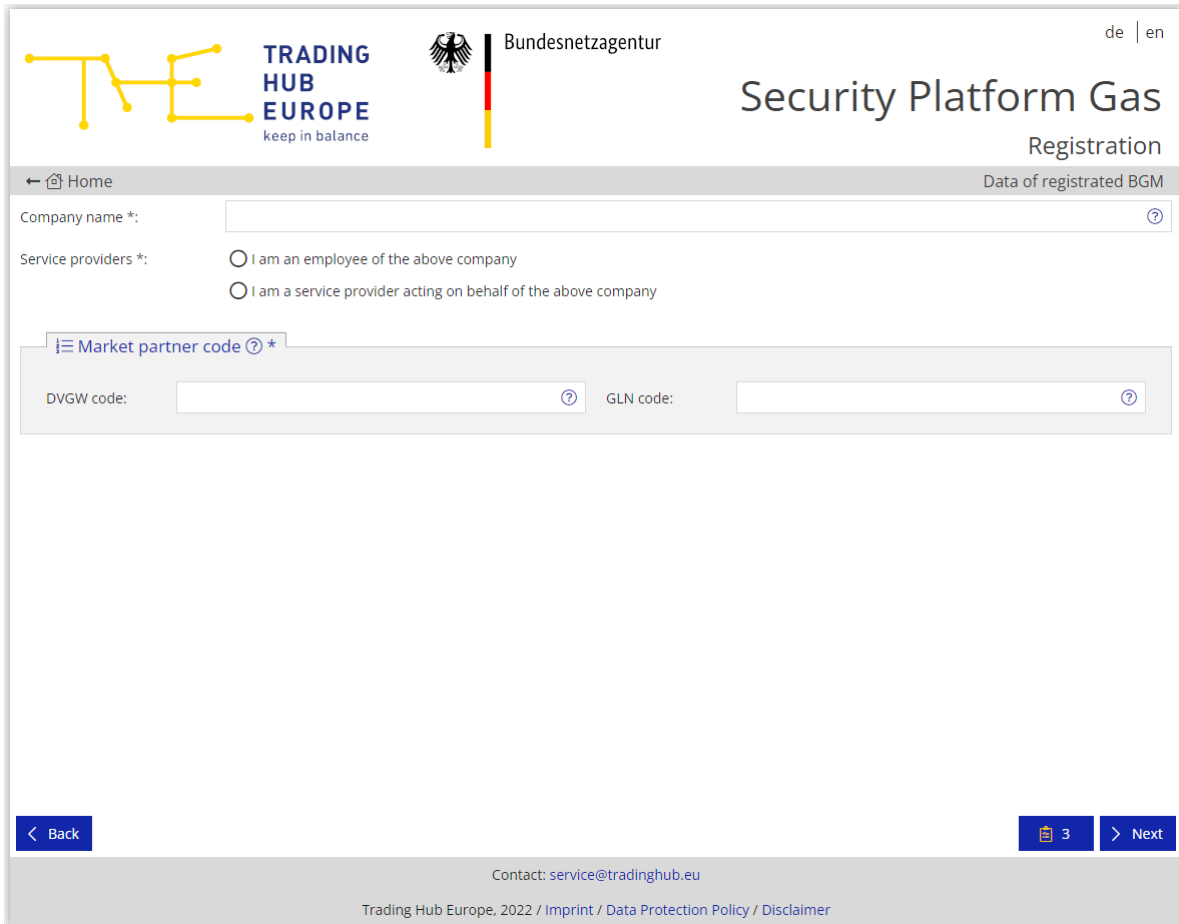
Role *:
 Balancing group manager
 Final consumer with a technical connection capacity ≥ 10 MWh/h (hereinafter "Final consumer")

Application type *:
 I would like to apply for a user account on the Security Platform Gas and do not have a user account for the Customer Portal of THE
 I would like to apply for a user account on the Security Platform Gas and already have a user account for the Customer Portal of THE

In case you do not have access to the Customer Portal you will be directed to the corresponding admission form.

Please note that the fields marked with an asterisk (*) in the online admission form are mandatory.

First you have to enter some information about your company. For the admission as Balancing group manager, you either need a DVGW market participant code (in the role of Balancing group manager) or an international GLN.



The screenshot shows the registration page for the Security Platform Gas. At the top left is the Trading Hub Europe logo. To its right is the logo of the Bundesnetzagentur (German Federal Network Agency). The page title is "Security Platform Gas" and the sub-header is "Registration". There are language options "de | en" in the top right. A navigation bar includes a "Home" link and "Data of registered BGM". The main form contains a "Company name *" field, a "Service providers *" section with two radio button options, and a "Market partner code" section with "DVGW code:" and "GLN code:" fields. At the bottom, there are "Back" and "Next" buttons, with a "3" indicating the current step. Footer text includes "Contact: service@tradinghub.eu" and "Trading Hub Europe, 2022 / Imprint / Data Protection Policy / Disclaimer".

de | en

Security Platform Gas

Registration

← Home Data of registered BGM

Company name *:

Service providers *: I am an employee of the above company
 I am a service provider acting on behalf of the above company

Market partner code ? *

DVGW code: GLN code:

< Back 3 > Next

Contact: service@tradinghub.eu
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Next, you have to enter some personal details such as:

- Email
- First and last name
- Salutation
- Language (German and English only)
- Phonenumber



The screenshot shows the registration page for the Security Platform Gas. At the top, there are logos for Trading Hub Europe and Bundesnetzagentur. The page title is "Security Platform Gas" and the sub-header is "Registration". A navigation bar includes a "Home" link and "Personal userdata". The form fields include: Email *, Title (dropdown menu with "No title" selected), First name *, Last name *, Salutation * (radio buttons for Mr, Ms, Divers), Language *, Phone *, Mobile, and Fax * (each with a dropdown menu for country code and a text input for the number). Below the form is a checkbox for accepting terms and conditions. At the bottom, there are "Back" and "Register" buttons, and a footer with contact information and legal links.

When the registration form has been fully and correctly completed, you will receive an e-mail confirming receipt of your application for admission.

THE will then verify the data provided in the form and you will receive a separate e-mail specifying the documents you need to submit to complete the admission process.

As soon as you have submitted the requested documents in full and THE has successfully completed its review, you will be informed about the activation of your account and the corresponding access data will be sent to you by e-mail. Please change the initial password when you log in to the Security Platform Gas for the first time.

When logging in for the first time you need to set up a two-factor authentication (2FA).


In order to complete the 2FA configuration please install an authenticator application on your device. For example, one of the following applications can be used:

- FreeOTP / FreeOTP+,
- Google Authenticator,
- Microsoft Authenticator,

- andOTP

and link the app with your user account by scanning the displayed QR-Code. The app should show a one time password now, which you will need everytime you login.

Login

 You need to set up Mobile Authenticator to activate your account.

1. Install an authenticator application on your device. For example, one of the following applications can be used:

- FreeOTP / FreeOTP+
- Google Authenticator
- Microsoft Authenticator
- andOTP

2. Open the application and scan the barcode



[Unable to scan?](#)

3. Enter the one-time code provided by the application and click Save to finish the setup


One-time code

Save

After linking the authenticator app with your account, the Security Platform Gas will generate Backup Codes. These are one-time use codes to reset the 2FA configuration.

Once you have downloaded the Backup Codes the login button appears and you can login to the Security Platform Gas. The Backup Codes are only shown once, please store them in a safe place!

Login

 The Backup Codes are only shown once. In order to login, please download the Backup Codes and store them in a safe place.

Here are the new Backup Codes for the THE Customer Portal generated at **Sep 26, 2022, 8:10:59 AM**

1. vKeyg16eYFUj
2. JsrQLnB971u0
3. 5W0mtoyF2CQO
4. aAoY2IfC4EXT
5. EcnINbTp9P2B
6. xRA8bwI0zRxt
7. O4rnB4ISaVmk
8. REFPIlUTZO9a
9. LqXVLRVAHTw
10. cxx9mDEZPRet

[Download Backup Codes](#)

Login

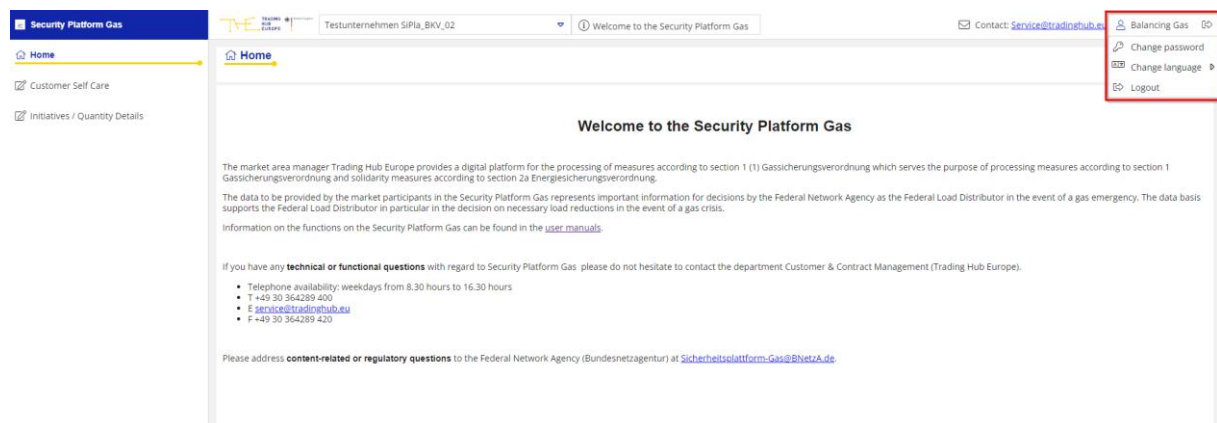
Once you have activated your account you can then use the functions of the Security Platform Gas.

Important: With the activation of your account you also receive limited access to the THE Customer Portal. If the user and/or company data you provided during registration have changed, please make the relevant changes in the **THE Customer Portal** menu item "Customer Self Care" when you log in for the first time.

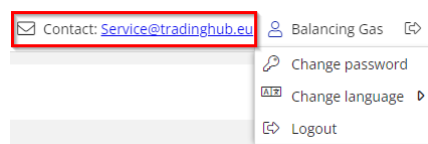
3 General information about the Security Platform Gas

By clicking on your login name you can

- change your password
- change the language (German/English)
- log out of the Security Platform Gas



If you have any questions about the Security Platform Gas, please contact service@tradinghub.eu. You will also find this contact address to the left of your login name.



The menu on the left-hand side of the Security Platform Gas can be collapsed with a click on the double arrow « . Click on the double arrow » to expand the menu.

 Security Platform Gas

 **Home**

 Customer Self Care

 Initiatives / Quantity Details

 Imprint

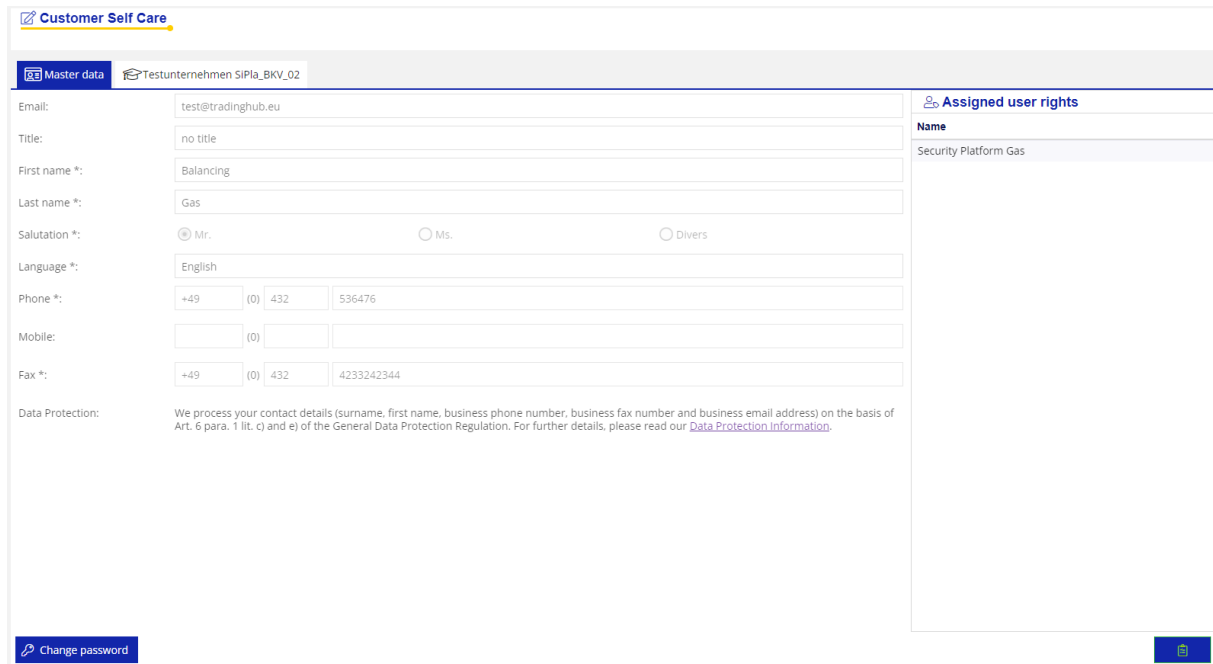
 Data Protection Policy

 Disclaimer

« 

4 Master data

In the Security Platform Gas, each user can view their personal user data and the master data of the assigned companies. The master data can be viewed via the "Customer Self Care" menu item. Editing the master data is not possible in the Security Platform Gas. Please use the THE Customer Portal for this purpose.



Customer Self Care

Master data Testunternehmen SIPla_BKV_02

Assigned user rights

Name
Security Platform Gas

Personal Data:

Email: test@tradinghub.eu

Title: no title

First name *: Balancing

Last name *: Gas

Salutation *: Mr. Ms. Divers

Language *: English

Phone *: +49 (0) 432 536476

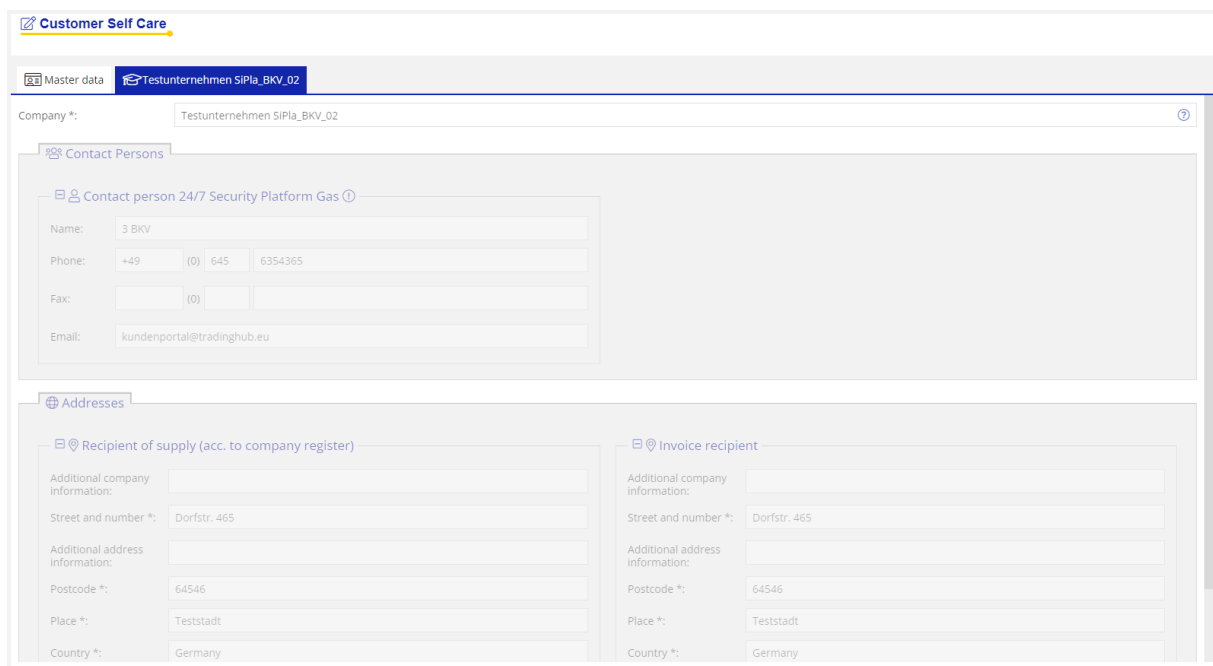
Mobile: (0)

Fax *: +49 (0) 432 4233242344

Data Protection: We process your contact details (surname, first name, business phone number, business fax number and business email address) on the basis of Art. 6 para. 1 lit. c) and e) of the General Data Protection Regulation. For further details, please read our [Data Protection Information](#).

[Change password](#)

The company master data can be viewed by switching to the relevant tab.



Customer Self Care

Master data Testunternehmen SIPla_BKV_02

Company *: Testunternehmen SIPla_BKV_02

Contact Persons

Contact person 24/7 Security Platform Gas

Name: 3 BKV

Phone: +49 (0) 645 6354365

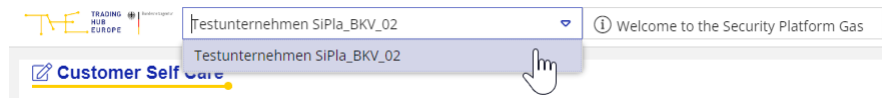
Fax: (0)

Email: kundenportal@tradinghub.eu

Addresses

Recipient of supply (acc. to company register)	Invoice recipient
Additional company information:	Additional company information:
Street and number *: Dorfstr. 465	Street and number *: Dorfstr. 465
Additional address information:	Additional address information:
Postcode *: 64546	Postcode *: 64546
Place *: Teststadt	Place *: Teststadt
Country *: Germany	Country *: Germany

To change the displayed company please use the drop-down menu.



5 Assignment of market location identification numbers

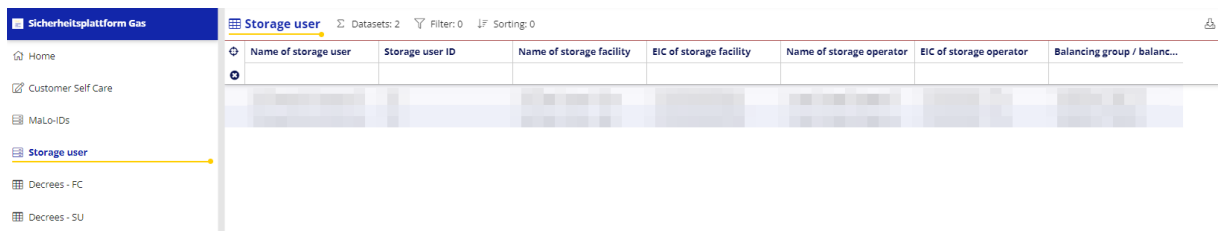
In the menu item „MaLo-IDs” you have the possibility to check the assignment of the market location identification numbers (MaLo-IDs) to your balancing groups / balancing subgroups (including the period of validity). The data for the assignments are transmitted by the network operators in the THE market area and can be exported as a CSV file.



(S)BK	Malo-ID	Gültig ab	Gültig bis

6 Assignment of storage user agreements

In the menu item „Storage user” you have the possibility to check the assignment of the storage user agreements to your balancing groups / balancing subgroups (including the period of validity). The assignments are done by the storage users in the THE market area and can be exported as a CSV file.



Sicherheitsplattform Gas

Storage user Datasets: 2 Filter: 0 IF Sorting: 0

Name of storage user	Storage user ID	Name of storage facility	EIC of storage facility	Name of storage operator	EIC of storage operator	Balancing group / balanc...

Home

Customer Self Care

MaLo-IDs

Storage user

Decreases - FC

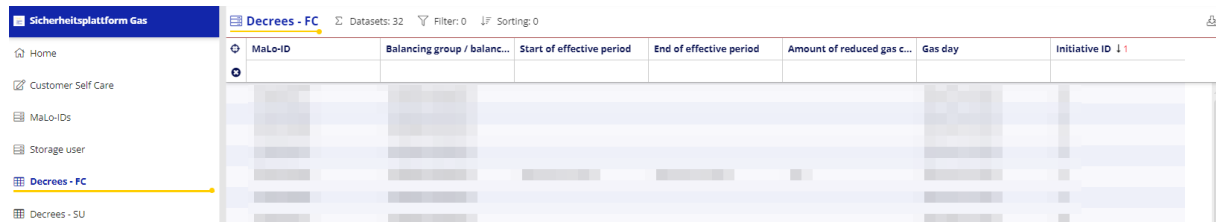
Decreases - SU

7 Decrees – FC

As part of the processing of measures in accordance with Section 1a Paragraph 1 of the “Gassicherungsverordnung”, data are provided by the market participants. This data represents important information for decisions by the Federal Network Agency as the Federal Load Distributor in the event of a gas shortage.

In order to process these measures, a so-called initiative is created in advance on the Security Platform Gas. An initiative is a process on the platform for the procedural handling of a gas shortage.

The ordered gas consumption reductions in the context of a gas shortage to a final consumer whose MaLo ID is assigned to one of your balancing groups / balancing subgroups are displayed in aggregated form in the menu item "Decrees – FC". The data can be exported in CSV or Excel format.



MaLo-ID	Balancing group / balanc...	Start of effective period	End of effective period	Amount of reduced gas c...	Gas day	Initiative ID

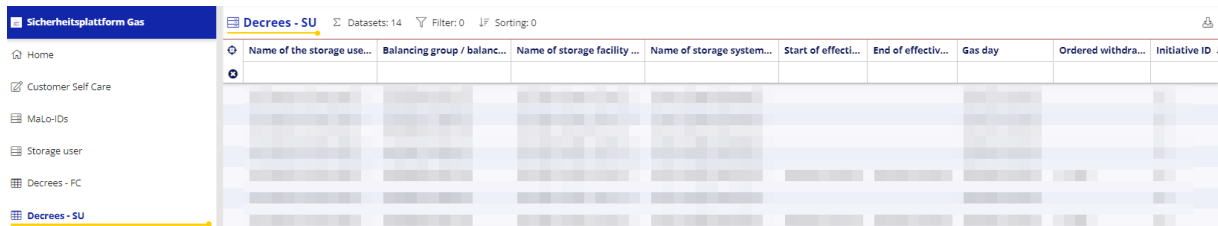
Please note: If a MaLo-ID of a final consumer is affected by an order, the **fields in the columns “Start of effective period”, “End of effective period” and “Amount of reduced gas consumption of final consumer at the respective market location [MWh/h]” are filled.**

8 Decrees – SU

As part of the processing of measures in accordance with Section 1a Paragraph 1 of the “Gassicherungsverordnung”, data are provided by the market participants. This data represents important information for decisions by the Federal Network Agency as the Federal Load Distributor in the event of a gas shortage.

In order to process these measures, a so-called initiative is created in advance on the Security Platform Gas. An initiative is a process on the platform for the procedural handling of a gas shortage.

The ordered storage withdrawals in the context of a gas shortage to a storage user whose storage user agreement is assigned to one of your balancing groups / balancing subgroups are displayed in aggregated form in the menu item "Decrees – SU". The data can be exported in CSV or Excel format.



Name of the storage use...	Balancing group / balanc...	Name of storage facility ...	Name of storage system...	Start of effecti...	End of effectiv...	Gas day	Ordered withdra...	Initiative ID

Please note: If a storage user agreement of the storage user is affected by an order, the **fields in the columns “Start of effective period”, “End of effective period” and “Ordered withdrawal [MWh/h]” are filled.**

9 Sending of notifications by the Federal Load Distributor

In case the Federal Network Agency as the Federal Load Distributor creates and starts an initiative on the Security Platform Gas, information is sent to the BGM by e-mail. The e-mail is sent from the sender address noreply@Sicherheitsplattform-gas.de to the 24/7 contact person for the Security Platform Gas registered in the THE Customer Portal.

Depending on the situation, the subject and content of the e-mail (notification) are shown below.

Situation: National gas shortage

Subject: Nationale Gasmangellage | Vorbereitung einer Gasbeschaffungsinitiative für den **[DD.MM.YYYY]**

Sehr geehrte Damen und Herren,

mit Rechtsverordnung vom **[DD.MM.YYYY]** hat die Bundesregierung die unmittelbare Gefährdung der Gasversorgung sowie die Anwendbarkeit der Gassicherungsverordnung (§§ 1 Abs. 1, 3 Abs. 3 EnSiG) festgestellt. Damit gelten die Regelungen hinsichtlich der dritten Eskalationsstufe – der sogenannten Notfallstufe – des Notfallplans Gas.

Mit Ausrufung der Notfallstufe ist die Bundesnetzagentur zum sogenannten Bundeslastverteiler geworden.

Aufgrund der aktuellen Gasversorgungslage hat der Bundeslastverteiler eine Initiative für den **[DD.MM.YYYY]** eröffnet. Das bedeutet, dass an diesem Tag Maßnahmen notwendig sein könnten, um die Deckung des lebenswichtigen Bedarfs an Gas sicherzustellen.

Das Unternehmen **[company balancing group manager]** ist als Bilanzkreisverantwortlicher auf der Sicherheitsplattform Gas registriert.

Hiermit fordern wir Sie höflich auf, Ihre eingetragenen Daten zu prüfen und bei Bedarf zu aktualisieren.

Sie sind gemäß § 1a Abs. 6 S. 5 GasSV in der aktuellen Situation zur Aktualisierung abgefragter Daten verpflichtet.

Zur Einsicht der Initiative sowie Aktualisierung der Daten melden Sie sich bitte nun unter folgendem Link auf der Sicherheitsplattform Gas an:

www.sicherheitsplattform-gas.de

Bitte stellen Sie ebenfalls sicher, dass der im THE-Kundenportal für Ihr Unternehmen hinterlegte Kontakt zur 24/7-Erreichbarkeit zu jeder Zeit unter den angegebenen Kontaktdaten erreichbar ist.

[Comment field]

The positions marked in yellow are text or number variables, which contain individual data in the respective situation.

Situation: Non-market-based solidarity request by a Member State

Subject: Nicht-marktbasierte Solidarität | Vorbereitung einer Gasbeschaffungsinitiative für den **[DD.MM.YYYY]**

Sehr geehrte Damen und Herren,

die Bundesrepublik Deutschland ist unter den Voraussetzungen des Art. 13 Abs. 1 VO (EU) 2017/1938 zur Leistung europäischer Solidarität verpflichtet, Gasmengen an einen oder mehrere anfragende EU Mitgliedsstaaten zu liefern. Marktbasiert konnten keine zur Leistung der Solidarität ausreichenden Mengen erreicht werden, sodass die benötigten Gasmengen nun durch hoheitliche Eingriffe nach der Gassicherungsverordnung beschafft werden müssen.

In diesem Zusammenhang hat die Bundesnetzagentur als Bundeslastverteiler eine Gasbeschaffungsinitiative über die Sicherheitsplattform Gas für den **[DD.MM.YYYY]** eröffnet.

Das Unternehmen **[Company balancing group manager]** ist als Bilanzkreisverantwortlicher auf der Sicherheitsplattform Gas registriert.

Hiermit fordern wir Sie höflich auf, Ihre eingetragenen Daten zu prüfen und bei Bedarf zu aktualisieren.

Sie sind gemäß § 1a Abs. 6 S. 5 GasSV in der aktuellen Situation zur Aktualisierung abgefragter Daten verpflichtet.

Zur Einsicht der Initiative sowie Aktualisierung der Daten melden Sie sich bitte nun unter folgendem Link auf der Sicherheitsplattform Gas an:

www.sicherheitsplattform-gas.de

Bitte stellen Sie ebenfalls sicher, dass der im THE-Kundenportal für Ihr Unternehmen hinterlegte Kontakt zur 24/7-Erreichbarkeit zu jeder Zeit unter den angegebenen Kontaktdaten erreichbar ist.

[Comment field]

The positions marked in yellow are text or number variables, which contain individual data in the respective situation.

10 Sending of orders by the Federal Load Distributor

In case the Federal Network Agency as the Federal Load Distributor orders a reduction of gas consumption for an end consumer the order to maintain the gas entry into the balancing group is also sent by e-mail to the BGM to whose balancing group or balancing subgroup the end consumer is assigned. The e-mail contains the order as a PDF attachment and is sent from the sender address bundeslastverteiler-gas@bnetza.de to the 24/7 contact person for the Security Platform Gas registered in the THE Customer Portal.

The subject and content of the e-mail (order) are shown below.

Subject: Anordnung von Entrys für die MaLo **[MaLo-ID]** für den **[DD.MM.YYYY]** **[file number decree]**

Sehr geehrte Damen und Herren,

mit Rechtsverordnung vom **[TT.MM.JJJJ]** hat die Bundesregierung die unmittelbare Gefährdung der Gasversorgung sowie die Anwendbarkeit der Gassicherungsverordnung gem. §§ 1 Abs. 1, 3 Abs. 3 Energiesicherungsgesetz (EnSiG) festgestellt. Seit dieser Feststellung gelten in Deutschland die Regelungen hinsichtlich der dritten Eskalationsstufe – der sogenannten Notfallstufe – des Notfallplans Gas.

Mit Ausrufung der Notfallstufe ist die Bundesnetzagentur zum sogenannten Bundeslastverteiler geworden. Der Bundeslastverteiler hat am heutigen Tag zur Deckung des lebenswichtigen Bedarfs an Gas gem. § 1 Abs. 1 GasSV Verfügungen zur Gasverbrauchsreduktion erlassen

Unter den adressierten Endverbrauchern befindet sich auch ein der Betroffenen zugeordneter Endverbraucher mit der Marktlokations-ID **[MaLo-ID]**.

In diesem Zusammenhang wird Ihnen die angehängte Verfügung für den **[DD.MM.YYYY]** **[file number decree]** gem. § 14 Abs. 1 Nr. 1 EnSiG bekanntgegeben.

Melden Sie sich nun unter folgendem Link auf der Sicherheitsplattform Gas an, um die Initiative einzusehen:

www.sicherheitsplattform-gas.de

Weitere Informationen zu Verfügungen der Bundesnetzagentur finden Sie auch auf [unserer Homepage](#).

Sollten Sie darüber hinaus Rückfragen zu der Verfügung haben, können Sie uns jederzeit [per E-Mail](#) kontaktieren.

Bitte beachten Sie, dass die Verfügung ausnahmslos für den gesamten Geltungszeitraum umzusetzen ist. Dies gilt auch für den Fall, dass Rückfragen noch nicht beantwortet wurden.

The position marked in yellow is a number variable, which contains individual data in the respective situation.

11 Your contacts

If you have any questions regarding the technical or functional aspects of the Security Platform Gas, please contact the department Customer Relations:

Email: service@tradinghub.eu

Phone: +49 30 364289 400

Please direct all remaining questions at the Federal Network Agency via:

Sicherheitsplattform-Gas@BNetzA.de