



AIB  
association of issuing bodies



## Applying for Scheme membership to the EECS Gas Scheme Group

May 2022

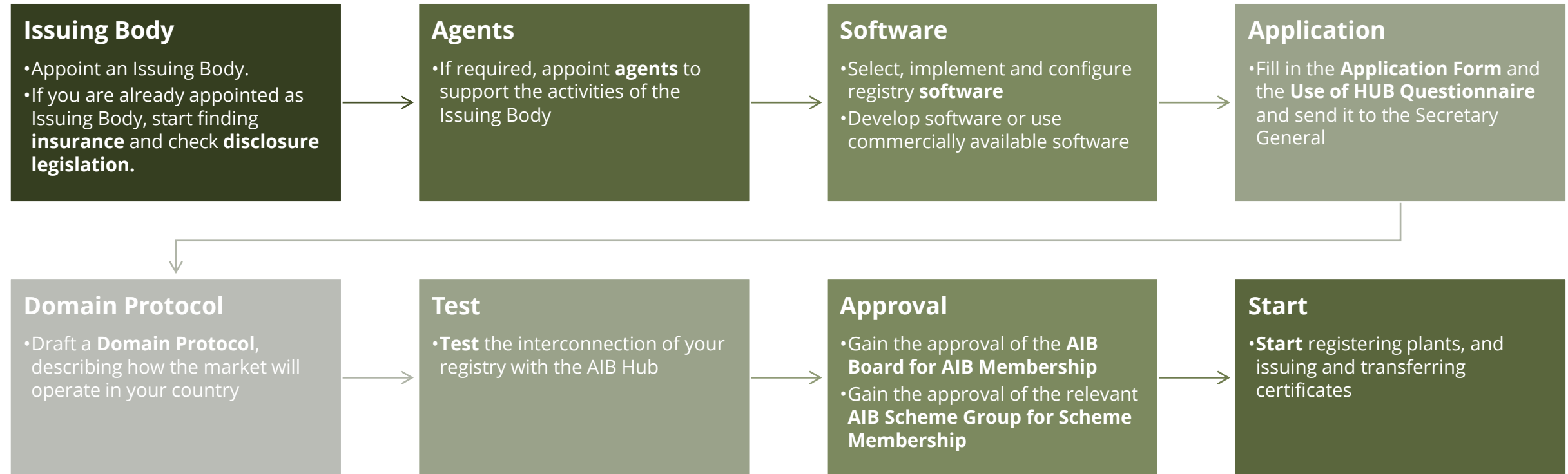
**01**

# **Joining Process**

# Setting up AIB infrastructure in your country



## Joining Process



<https://www.aib-net.org/aib/how-join>

# Orientative time schedule

## Joining Process

Activity	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12
Get in contact with AIB												
Appoint agents												
Select, implement and configure registry software												
Apply for AIB membership												
Approval of AIB board												
Validation by General Meeting												
Apply for Scheme Membership: Draft Domain Protocol												
Review process Domain Protocol												
Test interconnection Your Registry ↔ AIB Hub												
Approval by AIB Scheme Group												
AIB Support												



**02**

# Membership

# Benefits of Joining AIB

## Membership

EECS standard developed jointly by all members according to EU Directives and member state needs.

- ✓ Both EECS and the AIB Hub are continuously **improved**
- ✓ **Harmonised certification** with specifics for gas/electricity
- ✓ **Independent decision-making** regarding specifics for gas/electricity
- ✓ Dealing with **one Hub connection** instead of a lot:
  - Cuts down prices
  - Reduces workload
  - More safe/reliable 66 eyes are much better than 2
- ✓ Part of a **“accredited authority”**
- ✓ Peer-to-peer exchange of **reliable information**
- ✓ Continuous best practices **training**
- ✓ Strong **networking**
- ✓ Tailor-made **advice and expertise**
- ✓ **AIB-guaranteed trustworthiness** of other Scheme members

# Benefits of Joining AIB

## Membership

### Becoming and being a member of the AIB



# Membership Fees

## Membership

- AIB is an Association financing itself via membership fees.
- The membership fees intend to share the costs of providing services equitably between members (explained in detail in Joining Brochure).
- Where applicable, membership fees are calculated based on the number of transfers expressed in TWh.

	Activity	Fee
Observer	N/A	€ 5 500
Small	< 4 TWh	€ 5 500
Medium	≥ 4 TWh and < 8 TWh	€ 33 000
Large	≥ 8 TWh	€ 71 000





**03**

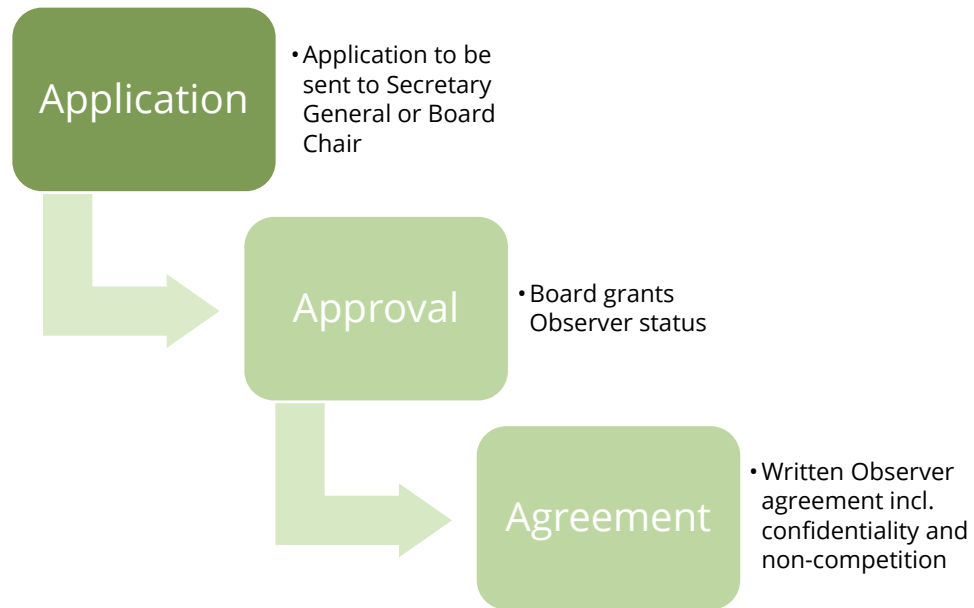
# Observer

# Observer Status

## Observer

The Observer status can be granted to Issuing Bodies (legislative or voluntary certificates).

### Process



### Rights

- ✓ Limited access to website and meetings
- ✓ No voting rights
- ✓ First calendar year is free or at a cost-covering fee

# Scheme observers

=> Take part in secure environment for learning and advising

- Members to an EECS Scheme may participate as observer to any other EECS Scheme for free
- Others sign the observer agreement
- Scheme Applicants

## Articles of Association

- 4.6.3 Applicants for membership of a Scheme Group pay the minimum fee for that Scheme Group until the date of them being accepted as a Scheme Group Member.



## Article 5. Scheme Observers

- 5.1 Issuing Bodies who express interest in joining a certain Scheme may apply in writing to the secretary general or the chairperson of the Board copying the secretary general for "Scheme Observer" status.
- 5.2 Following a request submitted in accordance with Article 5.1, Scheme Observer status may be granted by the Board.
- 5.3 Scheme Observers shall conclude a written Observer Agreement with the AIB indicating the relevant Scheme Group and including provisions regarding confidentiality and non-competition.
- 5.4 Scheme Observers shall be granted limited access to relevant parts of the Members' section of the AIB website.
- 5.5 Scheme Observers shall be granted access to General Meetings, Units and Scheme Group Meetings that are deemed relevant by the chairperson of that meeting.
- 5.6 Scheme Observers may not vote on AIB policies and documents and/or formally propose modifications to AIB policies and documents without the support of a Member.
- 5.7 Scheme Observer status can be further described in the Internal Rules.
- 5.8 Scheme Observers pay the minimum Scheme Group Membership fee starting the first calendar year after they were accepted as an Observer to that Scheme Group. Until that time, they may be asked to pay a cost-covering attendance fee to the Scheme Group as decided by the Board.
- 5.9 Scheme Observer status may be revoked by a decision of the Board determining that the Observer no longer fulfils the conditions of the Observer Agreement or in mutual agreement with the Scheme Observer.

**04**

# **Scheme Group formalisation**

# Votes

## Articles of Association [\(link\)](#)

### 7.2 Voting in Scheme Groups

7.2.1 Only members of a Scheme group may vote in that Scheme Group.

7.2.2 The allocation of voting rights will take place according to the following principles:

- (a) The activity level, measured as number of transfers over the AIB Hub, determines the number of votes awarded to each Member in each Scheme Group.
- (b) Each Scheme Group is responsible for determining the activity levels that qualify for different membership categories
- (c) The membership categories are:
  - "Inactive/observer",
  - "Small", "Medium" and
  - "Large".


Votes are awarded accordingly:

- "Inactive/observer" – 0 votes,
- "Small" – 10 votes,
- "Medium" – 20 votes and
- "Large" – 30 votes.

10.3 Each Scheme Group shall determine its own arrangements for internal operation and decision making.

7.1.2 Only Members may vote. The allocation of voting rights will take place according to the following principles:

- (a) Members receive a number of votes for each Scheme Group they are active in, based on the membership categories in each Scheme Group as elaborated in Article 7.2.2.
- (b) For voting in the General Meeting and Units, the total number of votes from each Scheme Group is calculated by the Relative Activity Key as elaborated in Article 0.
- (c) No Scheme Group can have more than 65% of the votes in the General Meeting or Units. No Scheme Group can have less than 20% of the votes in the General Meeting or Units.



⇒ GSG members have a real impact on voting in the whole of AIB  
(incl. General Meeting, EECS Unit, Information Systems Unit, ...)

## Articles of Association

=> GSG Fee levels beyond 2023: for discussion in 2023

### 4.5 Relative Activity Key

4.5.1 A Relative Activity Key shall be calculated by the secretary general every year before 20 February, based on the previous year's transaction levels over the AIB Hub.

A Relative Activity Key will be calculated for each Scheme Group which has active trading over the AIB Hub.

The Relative Activity Key will for each Scheme Group determine:

- (a) The Scheme Group's share of the Common Costs of the AIB; and
- (b) The Scheme Group's share of the votes in the General Meetings and in the Units.

4.6.5 When determining the fee levels, the Scheme Group and the General Meeting will also take into account the following principles for specific situations:

- (a) Until a newly-established Scheme Group is operational with trades over the AIB Hub, the Scheme Group will pay 50% of the membership fee income from its Scheme Members to cover the Common Costs.
- (b) In the start-up phase of a newly established Scheme Group, all members should be considered the same size, paying the same fee and having the same number of votes.

10.5 Each Scheme Group is responsible for keeping expenditure within its balanced budget. The costs that are specific to the development and operation of a certain EECS Scheme shall be borne by that Scheme Group. A Scheme Group shall in principle only take on projects costs which can be borne by that Scheme Group budget. Deviations from this rule shall require a General meeting decision to that effect by a qualified majority. Any income which the Scheme Group might generate other than Scheme Group Membership Fees (EU tenders, project financing etc.) form part of the Scheme Group budget. Project financing can be done with funds from within or outside the Association.

**05**

# **Applying for membership to the EECS Gas Scheme**

# Domain Protocol approval procedure

→ Inform the AIB secretariat of your **intended timeline**

- So that a [reviewers team](#) will be appointed and their time will be reserved

→ Fill in the **Domain Protocol Template** (EECS [Fact Sheet](#) 10a)

- Include:
  - Draft Domain Protocol (DP), references to legislation, weblinks and contact data of Agents, ...
  - Cross reference matrix (DP vs [EECS](#) Rules, see [SD07](#)), [survey on restrictions](#) for cancellation, transfer and expiry
  - TBD: “[Data sheet GOs and Disclosure](#)” (Requirement for electricity scheme applications => quid gas?)
  - Template of Standard Terms and Conditions for your account holders (see AIB template for [STC](#))

→ Go through the **review procedure**

- Reviewers provide their observations in a review report
- Applicant to respond in this draft review report (appendix to SD07) and update draft DP where relevant
- Iterate till final

→ **Review Closure Notification:**

- Review Report +DP circulated to the decision organ 6 weeks before targeted decision moment
- Members have 2 weeks for commenting and may ask for a Teleconference
- Final review report to the decision organ 2 weeks before decision moment

→ **Decision** organ: GSG (EECSU as long as GSG has less than 3 members) to approve DP and GSG membership



# Hub Connection prep

- DP to be final with positive advice from reviewers
- [Standard Terms and Conditions](#) for your Account Holders to be accepted by AIB
- [Hub Participant Agreement](#) signed
  - Requires a liability insurance to be in place
- Technical prep
  - Implement the latest version of EECS [SD03](#) HubCom in your registry
  - Inform reviewers and secretariat of your target period for hub connection
  - [Hub](#) connection tests: to be planned with AIB Hub Superuser
  - [Technical audit](#): by technical auditors team
  - Approval of technical audit by [Information Systems Unit](#) of AIB
- Positive decision on Scheme membership in place (see previous slide)
- Connect and go!

# Electricity Scheme members applying to the Gas Scheme Group

## Simplifications and short-cuts

- Update **existing** Domain Protocol by extending to gaseous energy carriers
  - NO separate DP for different energy carriers
  - Use latest DP Template!
- Approval of the updated DP by both ESG and GSG:
  - Procedure is the same as for other DP updates
  - DP is only final and fully accepted after approval of BOTH Scheme Groups
- Hub Connection:
  - Simplified procedure: Technical validation of correct handling of gas certificates (cfr technical audit)

# Iterative learning process

- General approach: encountered issues during audit are brought to the relevant Scheme Group (/EECSU where relevant)
- Gas Scheme applications will involve a learning process for all involved:
  - Applicants
  - Reviewers
  - Other members and observers
  - Scheme Group management
  - Secretariat
- Questions, issues and uncertainties during reviews may be brought to the GSG
- All members and observers may submit proposals to update the EECS Gas Scheme and the EECS Rules in general
  - Liaise with the AIB secretariat for procedures and support
  - Bring for discussion/decision in GSG / EECSU



**Thank you for your attention!**

You are welcome to become a member of the GSG and we look forward to a pleasant cooperation.

# Let's move forward together!



[www.aib-net.org](http://www.aib-net.org)



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