

EDA User Portal

User Manual for Energy Service Providers

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1 Glossary/Explanations

CCM	Customer Consent Management
CIN	Conversation ID – All messages within a process (e.g. registration, deregistration, etc.) are grouped and summarised into common conversation IDs. This ID is assigned in the first step of the process by the EDA Portal.
End customers	All end customers that consume electricity or gas.
Energy Service Provider (EP)	A service provider in the electricity and gas market that offers services for end customers. Such a provider may also be the operator of a community renewable energy generation installation. In the meaning of Customer Consent Management (CCM), the service provider is the party that wishes to access end customer data (energy volumes) to accomplish the services it provides.
Energiewirtschaftlicher Datenaustausch (EDA)	A uniform communication platform of the Austrian energy sector for the exchange of data and electronic documents in a uniform format using a standardized communication protocol.
EP Number	8-digit number starting with “EP”. Every energy service provider is assigned a unique EP number (EP ID). It is necessary to register under www.eutilities.at to obtain an EP number for the role of “energy service provider”.
MIN	Message ID – Every message (e.g. ANFORDERUNG_CCMO) within a process (e.g. online data consent) is identified by a message ID. The EDA portal assigns a unique message ID to every message.
Grid operator	The grid operator in whose grid the metering point (or several metering points) of the end customer is located.
Password	The password (12 characters including upper and lower-case letters, numbers and special characters) is a component of the access data and is assigned by the customer service unit to every registered user. The password may be changed by the user in the EDA Portal at any time.
Metering point (MP)	The feed-in and consumption points at which an energy volume is measured and registered. Aggregating several metering points is not permitted.
Metering point data	The data relating to the metering points (name of end customer, address of installation, energy flow direction) are registered in the EDA User Portal. The master data serves as basis for initiating the individual processes and their further execution.
Abbreviations for procedures and processes	
Energy data - CR_MSG – Transmit energy data	This process is used to transmit energy data of the grid operator to eligible market partners.

CM_REQ_OFF - Consent Management – Offline data consent	This process serves to send permission to a service provider to make customer-related data available without the end customer having to log into the grid operator's portal.
CM_REQ_ONL - Consent Management – Online data consent	This process serves to send permission to a service provider to use and/or make available customer-related data for a specific purpose and for a defined period of time.
CM_REV_CUS - Consent Management – Reversal of data consent by an end customer	This process is used to inform a service provider that the data consent has been withdrawn.
CM_REV_IMP - Consent Management – Implicit data consent through energy management processes	This process is used to inform a service provider of implicit withdrawal of data consent that results from the execution of other processes.
CM_REV_SP - Consent Management – Withdrawal of consent by the service provider	This process enables the service provider to inform the grid operator of the withdrawal of the data consent.

2 Purpose of the Document

This Manual contains explanations of the functionalities of the graphical use interface of the EDA Portal and the application of the processes in accordance with the specifications of www.ebutilities.at under “CCM Customer Consent Management (data consent)” as amended.

The graphical user interface of the EDA User Portal provides users in the role of energy service providers the possibility of carrying out all processes relating to EP numbers manually or of initiating processes themselves, as required.

Energy service providers can also

- view and edit the metering point data of their EP numbers
- view the energy volumes made available by the grid operator in the form of aggregate reports

3 Registration for the Use of the EDA User Portal

A registered user account is needed to use the EDA User Portal.

Registration information is available at:

<https://www.eda.at/anwenderportal>

4 The Graphical User Interface of the EDA User Portal

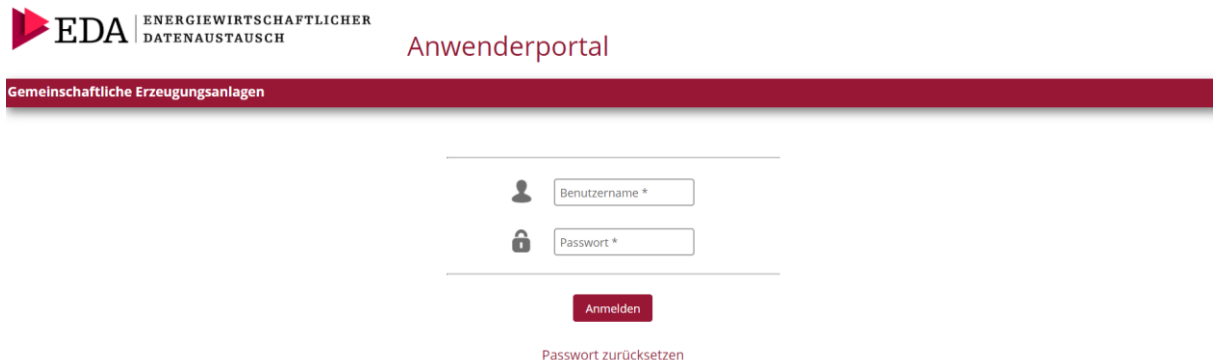
The graphical user interface of the EDA User Portal is available at <https://portal.eda-portal.at>

4.1 System Requirements

The application has been optimized for the following browsers:

- Microsoft Internet Explorer as of Version 11
- Mozilla Firefox as of Version 68
- Google Chrome as of Version 76

4.2 Login



EDA | ENERGIEWIRTSCHAFTLICHER
DATENAUSTAUSCH

Anwenderportal

Gemeinschaftliche Erzeugungsanlagen

Benutzername *

Passwort *

Anmelden

[Passwort zurücksetzen](#)

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Figure 1: Logging into the EDA User Portal

Please enter the following access data to log into the EDA User Portal.

- **User name:** corresponds to the e-mail address
- **Password:** 12-digit unique password assigned by the Portal during the registration process that may be changed by the user afterwards.

4.3 General navigation

The graphical user interface has three different panes:

- Header
- Navigation pane
- Main pane

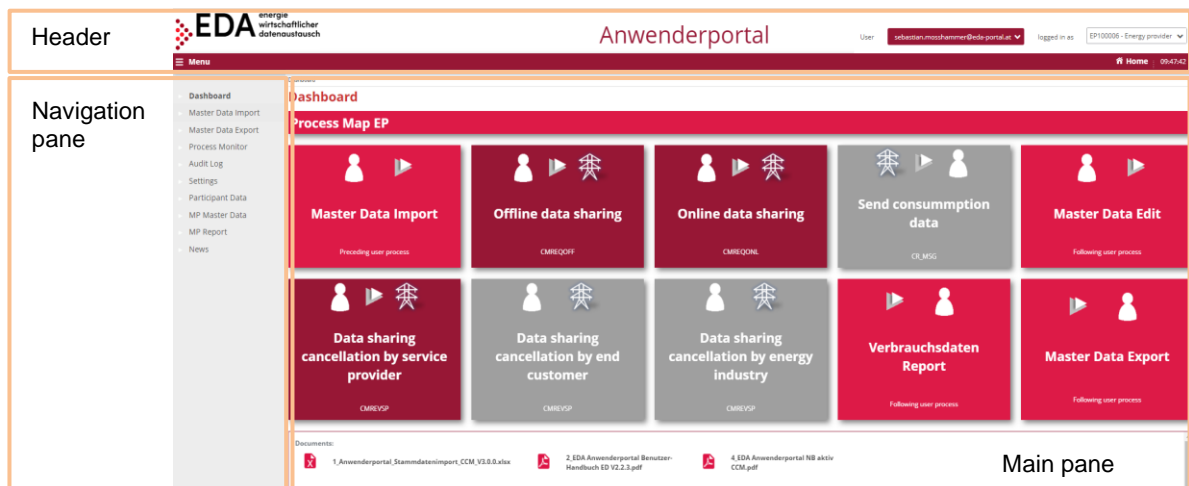


Figure 2: User interface

The header displays the currently selected EP number as well as the current user account (=user name):

- Click on the arrow next to the EP number to open the pull-down action menu. The EP number can be selected from this menu if several EP numbers are assigned to the user account.

Figure 3: Selection list – EP number

- Click on the arrow next to the user account to open the pull-down action menu. In this menu, the user may open the settings or log out – in the current software version, the user can change the display language and the password (4.3.2 and 4.3.3).

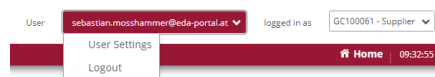


Figure 4: Action list - user account

4.3.1 Navigation pane

The left side of the navigation pane displays the navigation elements:

- **Dashboard:** The user is taken to the dashboard page. The dashboard contains an overview of all relevant functions.
- **Master data import:** Upload of metering point data
- **Master data export:** Download of metering point data

- **Process monitor:** The user accesses the process monitor (managing and monitoring processes).
- **Audit log:** The audit log records user activities.
- **Settings:** Users have access to the general settings for the currently selected EP number. The parameters can be adjusted here (e.g. notifications via email).
- **Participant Data**
- **Metering point data:** Overview of all managed metering points with details and the display of data consents (registration/changes to metering point data).
- **Metering point reports:** Generation of reports (by metering point and time period) for downloading including image format.
- **News:** Users may view the latest news relating to the EDA User Portal (e.g. maintenance boxes, changes to technical documentation, training courses, etc.) that relate to the respective mandates.
-

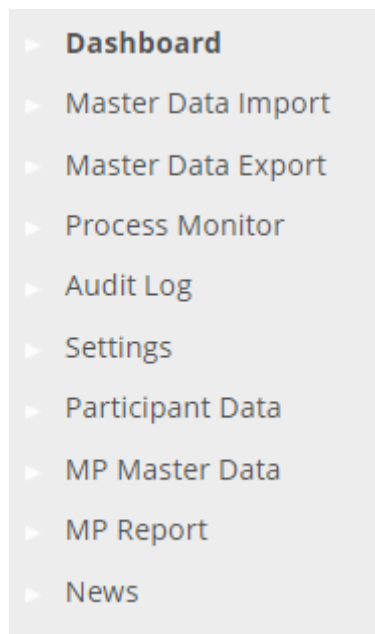


Figure 5: Navigation elements

4.3.2 Display language

Select the language desired for the user interface under “Display language”. Users can change the language by clicking on the desired language.

Figure 6: Display language

4.3.3 Password

Users can set up a new password when they want to change it, for example, for security reasons. The corresponding dialog box opens when the user clicks on the button “Change password”.

Figure 7: Password

First enter the current password under “Current password”. Then create a new password and confirm it by clicking on “Change password”. The password is saved when all entries are correct.

4.4 Dashboard

After logging in, the user is taken to the dashboard of the graphical user interface of the EDA User Portal.

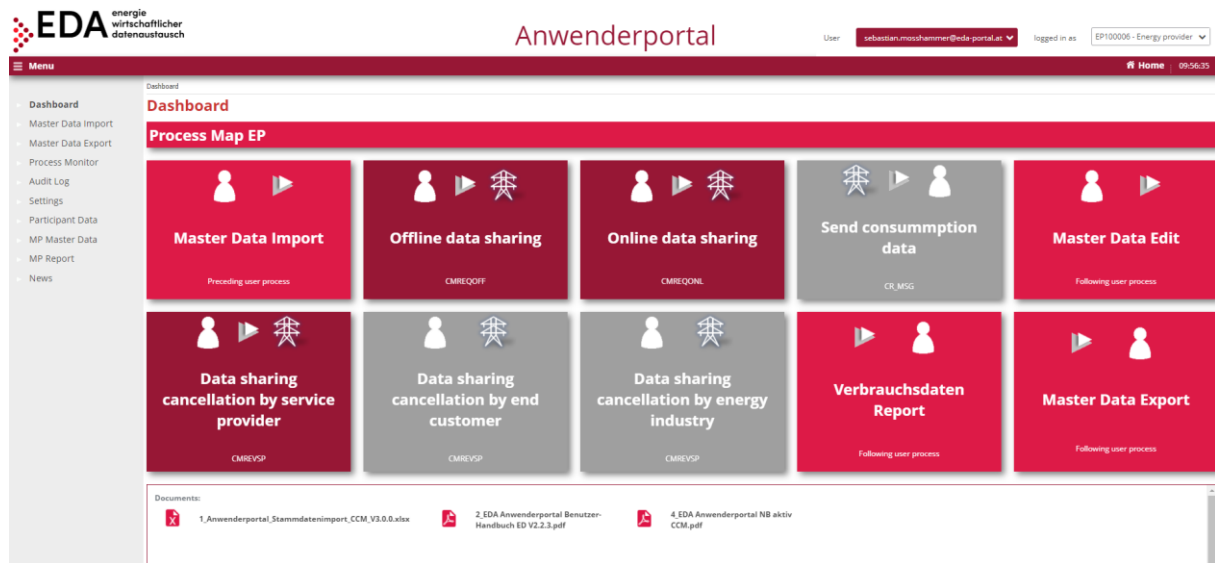


Figure 8: Dashboard

The left side displays the general navigation elements.

The main panel of the page displays the following elements:

1. Process map (graphical overview of the individual steps for data consent and reversing the data consent)
2. Import master data (upload .xlsx files with metering point data)
3. Edit master data (edit address and names of individual metering points)
4. Energy data report (select metering point and generate report for selected time period). After this step, download of energy data or visualization of the energy data
5. Export master data (metering point master data can be exported here in Excel format)
6. Transmit consumption data (transmission of energy data of grid operator to installation operator)
7. Offline data consent (customers receive QR code from grid operator and forward it to the energy service provider. Energy service provider submits an application via QR code, subsequent review and consent, or, if negative, reversal of consent)
8. Online data consent (request from energy service provider, review and consent, or, if negative, reversal of consent)
9. Reversal of data consent by end customer
10. Reversal of data consent by energy management process (move, deregistration, deactivation of MP)
11. Reversal of data consent by service provider

These elements may be selected by clicking on them. A pop-up box opens with a graphical presentation of the function and process sequence.

For example, if the user clicks on the tile “Offline Data Consent”, the events that start the process are displayed and the process sequence of message transmission between energy service provider and grid operators is presented on the following pages:

- The process is started by the energy service provider by the message <ANFORDERUNG_CCMi>.
- The grid operator processes the data consent request and forwards the information to the customer. At the same time, the grid operator sends the response message ANTWORT_CCMF to the energy service provider.

- If the customer does not reverse the data consent, the response message ANTWORT_CCMF is sent to the energy service provider. This ends the process.

A process starts on the process monitor. By clicking on the link below the graphical presentation (“Go to process monitor view”), the user has the option of directly accessing the “Process monitor” pane (Figure 9).

The arrows at the bottom permit the user to toggle between the graphical presentations. The arrows take the user to the subsequent (or to the preceding) page. In the case of “Offline data consent”, for example, the positive and the negative process sequences are displayed (Figure 9).

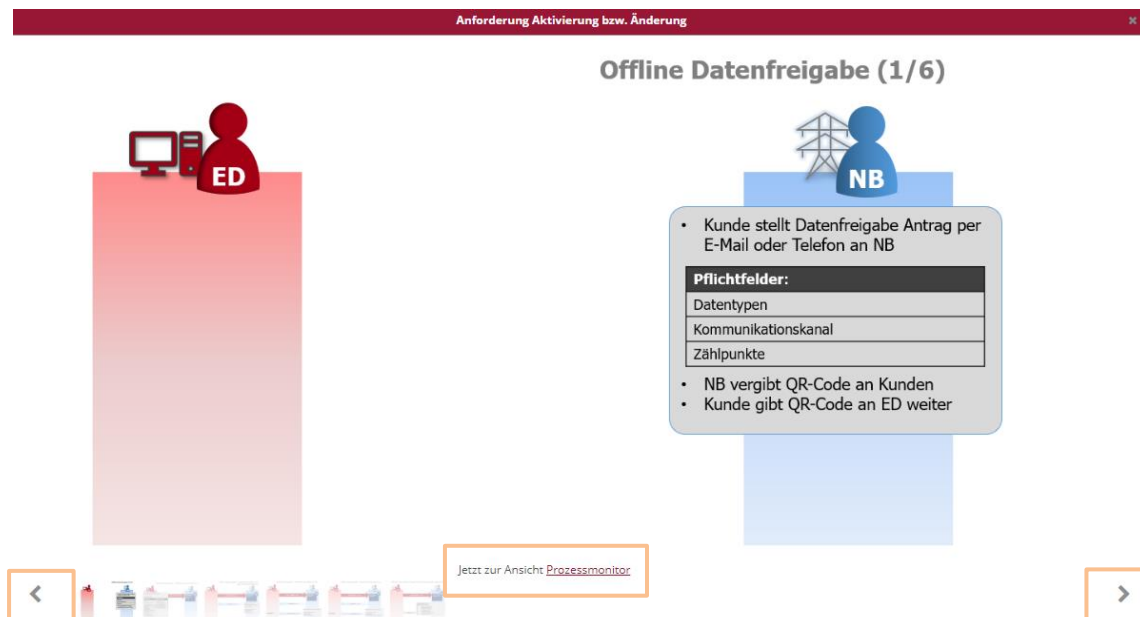


Figure 9: Graphical presentation (e.g. offline data consent)

Documents are available for downloading in the bottom pane:

- User portal template for importing master data (.xlsx) under “Master data import”
- EDA User Portal Manual (.pdf) – Manual with details of all functions in the EDA User Portal as well as “step-by-step” instructions for all processes.
- EDA User Portal Active Grid Operators (.pdf) – List of grid operators with their corresponding AT number (also called EC number), which are currently available for data exchange.

4.5 Master data import

In the “Master data import” view, the master data of the generation and consumption metering points may be uploaded via the master data template (.xlsx). This file contains the master data that must be uploaded into the EDA User Portal in order to enable the following processes:

- Online data consent
- Reversal of data consent by service provider

The master data template (.xlsx), which is used for uploading files into the EDA User Portal, is available on the dashboard and on the homepage under the following link:
<https://www.eda.at/anwenderportal>

4.5.1 Creating and editing the master data template

After completing the download of the Excel file “Anwenderportal_Stammdatenimport....xlsx”, copy the file to a new location that is easy to find, for example, to your desktop. Open the file you copied “Anwenderportal_Stammdatenimport....xlsx”.

The Excel file contains two spreadsheets with the following names that are not permitted to be changed:

- CCM master data
- Grid operator (Info)

The grid operator spreadsheet (Info) is only used for information. It contains a list of all Austrian electricity grid operators with their corresponding AT numbers (also called EC numbers). The AT number consists of the letters “AT” as well as six subsequent figures. The AT number enables the unique assignment of the grid operator to the processes on the EDA User Portal.

The metering point master data needed for the “data consent” processes are entered into the CCM master data spreadsheet and the spreadsheet is then uploaded to the EDA User Portal.

Sample records are contained in rows 10 to 12 as a template for your own master data. Delete the sample data and enter your own master data into the corresponding fields.

	A	B	C	D	E	F	G	H
1	MANDATORY	CONDITIONALLY MANDATORY	OPTIONAL	INFORMATION				
2	0	1	2	3	4	5	6	7
3	Grid operator	Metering-Point Data						
4								
5								
7	Grid operator	Metering point Number	Energy direction	Zip Code	City	Street	Number	Stair
8	See spreadsheet grid operators (column B)	Metering Point Number of Generation or Consumption Metering Point	Metering point consumption or generation?					
9	AT-Number: [AT000000-AT999999]	33 characters: [0-9, A-Z, a-z]	[CONSUMPTION / GENERATION]	1-10 characters	1-40 characters	1-40 characters	1-20 characters	1-10 character
10	AT000001	AT999000000000000000000000067890	CONSUMPTION	1234	Stadt	Testgasse	42	
11	AT000001	AT999000000000000000000000067834	CONSUMPTION	1234	Stadt	Teststraße	7A/1	
12	AT000001	AT999000000000000000000000067877	CONSUMPTION	1234	Stadt	Teststraße	38A	
13								
14								
15								

Figure 10: Master data template

After entering the master data, the Excel file only needs to be saved and closed. The file is ready for uploading and can be directly uploaded to the EDA User Portal.

Important

- ➔ Rows 1 to 9/the columns are **not** permitted to be deleted or moved!
- ➔ It is **not** permitted to change spreadsheet names!

4.5.2 Import into the EDA User Portal

The EDA User Portal is available at <https://www.eda.at/anwenderportal>

The Excel file for the market participant role selected can be uploaded in the “Master data import” pane (select EP number in the upper right corner).

Uploading previously created Excel files is done using either the “Select” button or File Explorer or “Drag and Drop” in the pane directly beneath the “Select” button.



Figure 11: Master data import

As soon as an .xlsx file has been selected or “dropped” into the mask, the file name is displayed beneath the “Select” button. It is possible to select several files at the same time and then upload them. A file selected by mistake can be removed again by clicking on “X” or “Clear”.

The upload is started by clicking on the “Upload” button.

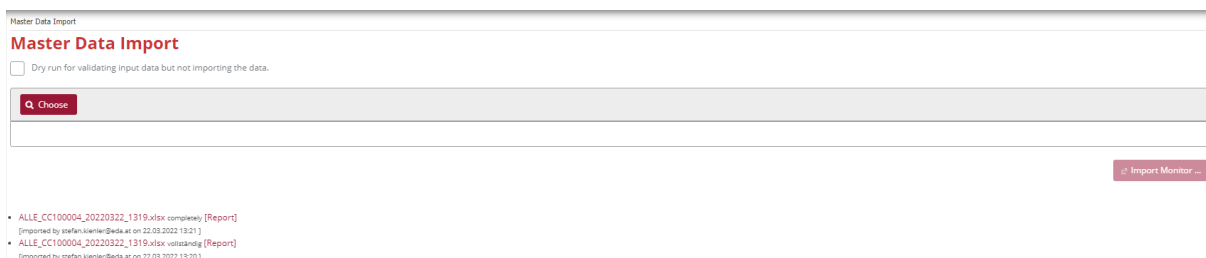


Figure 12: Master data import - select file

As soon as the upload is completed, the import monitor is displayed that provides information on the last upload available.

When the metering points are not uploaded, this information is provided at the end of the report. The metering points may contain, for example, incomplete master data or may be blocked by an open process.

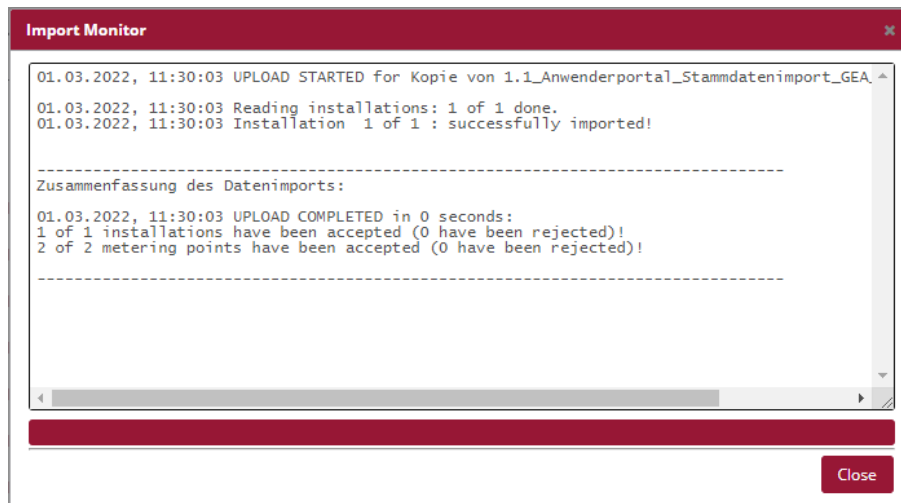


Figure 13: Import monitor – Import successful

The master data uploaded may be viewed after completing the upload in the “Metering point data” pane.

4.5.2.1 Archives

The last ten master data uploads are available in the archives (in .xlsx format). The presentation is as follows:

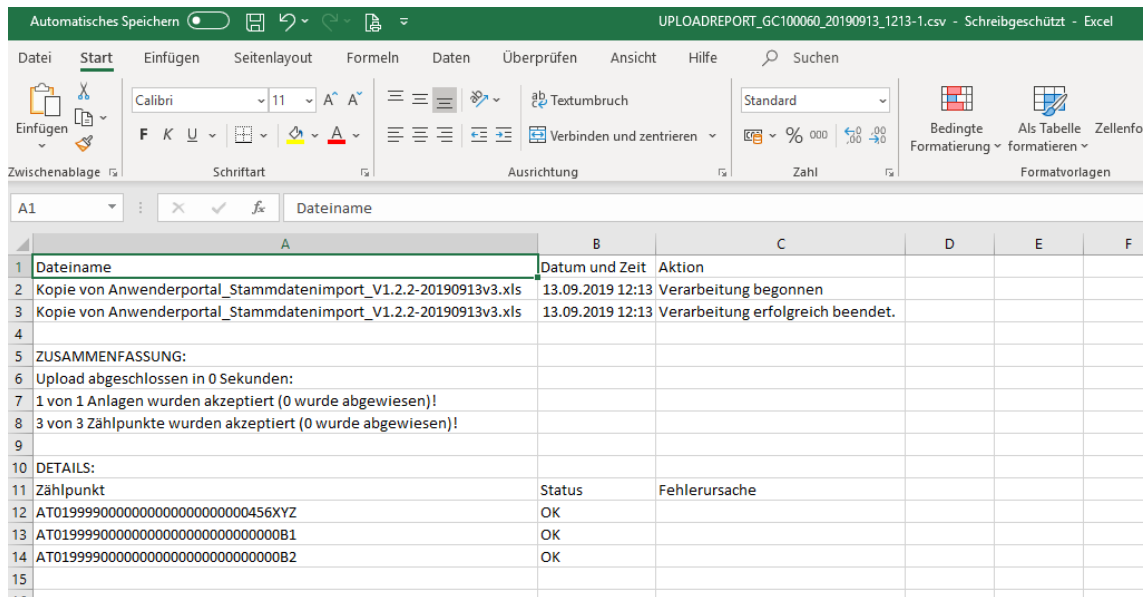
- File name
- User name of the executing user
- Time of execution of the upload

Therefore, it is clear to every user which file was uploaded last into the EDA User Portal.

- [Kopie von Anwenderportal_Stammdatenimport_V1.4.0_input.xls vollständig \[Report\]](#)
[importiert von kundenservice@eda-portal.at am 19.06.2020 10:45]
- [Kopie von Anwenderportal_Stammdatenimport_V1.4.0_KNG.xls vollständig \[Report\]](#)
[importiert von kundenservice@eda-portal.at am 19.05.2020 15:48]
- [Anwenderportal_Stammdatenimport_V1.4.0_Test1.xls vollständig \[Report\]](#)
[importiert von kundenservice@eda-portal.at am 13.05.2020 10:28]
- [Anwenderportal_Stammdatenimport_V1.3.0_Test20200114.xls vollständig \[Report\]](#)
[importiert von kundenservice@eda-portal.at am 14.01.2020 09:36]

Figure 14: Master data import archives

Additionally, there is a report for every upload that documents any errors in the upload process. Clicking on [Report] enables the downloading of the respective report and a view of the cause of the error.



Dateiname	Datum und Zeit	Aktion
Kopie von Anwenderportal_Stammdatenimport_V1.2.2-20190913v3.xls	13.09.2019 12:13	Verarbeitung begonnen
Kopie von Anwenderportal_Stammdatenimport_V1.2.2-20190913v3.xls	13.09.2019 12:13	Verarbeitung erfolgreich beendet.
ZUSAMMENFASSUNG:		
Upload abgeschlossen in 0 Sekunden:		
1 von 1 Anlagen wurden akzeptiert (0 wurde abgewiesen)!		
3 von 3 Zählpunkte wurden akzeptiert (0 wurde abgewiesen)!		
DETAILS:		
Zählpunkt	Status	Fehlerursache
AT019999000000000000000000000000456XYZ	OK	
AT0199990000000000000000000000000B1	OK	
AT0199990000000000000000000000000B2	OK	

Figure 15: Master data import report

All files and reports in the archives may be downloaded as needed.

4.6 Master data export

In this pane, users can download either all metering points data available in the respective mandate or only the metering point data changed by processes. The downloads are Excel files.

The last ten master data downloads are available under “Archives”.

4.6.1 Export

The export pane contains information that informs whether the master data has been changed since the last download. It also informs how many metering point data records are blocked by an open process or by a change to a completed process.

The information pane highlighted in yellow displays the number of currently blocked data records.

Additionally, an information pane highlighted in blue is displayed when changed data records can be downloaded.

The number of changes indicates how many exportable metering point data records are available for downloading at present. This number contains all metering points that contain master data changed by a completed process.

Note

- A change to master data by a completed process blocks the metering point data records. The data records concerned cannot be changed by an upload. To unblock the data records, the changed data or all data must be downloaded first.
- In the case of blocking due to an unfinished process, the concerned metering point data records are in the process of being changed. The data records concerned cannot be changed by an upload or by manual editing during the processing period.

In order to unblock the data record, the corresponding process must first be completed (and the data downloaded) or the process aborted.

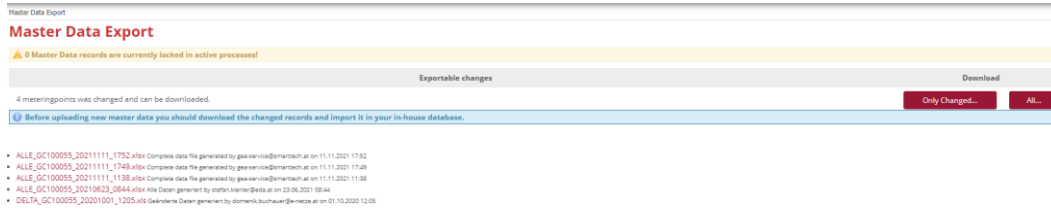


Figure 16: Master data export

Two download variants are available:

- “All...”: All metering points available and exportable for the EP number selected are downloaded (one data record per metering point). This function is always available.
- “Changed...”: Only those metering points are downloaded that were changed by a completed process (one data record per metering point).

As soon as one of the two variants is selected for downloading, the “Download Monitor” opens. The Download Monitor displays information on the current download. By clicking on the button “Prepare File”, the data records are prepared for downloading. As soon as the file is ready (download bar at 100%), the file can be downloaded from the User Portal by clicking on “Download Excel”. If metering points are missing in the exported file, then these are blocked, for example, by an open process.

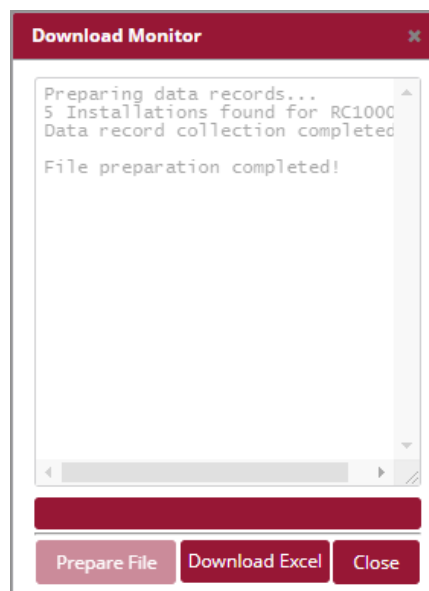


Figure 17: Download monitor

Note

After downloading, the blocked metering point is released by a completed process. A renewed start of the process for the changed metering point data can only be executed after successful downloading. The downloaded file can be opened in Excel. All metering points blocked by an ongoing process, remain blocked. The blocking is reversed only after the process has been completed and after downloading the changed data records (if applicable, the ongoing process can also be aborted).

The downloaded Excel file contains two spreadsheets. In the first spreadsheet, the metering points are displayed including the related master data (see Chapter 4.6.1.1). The second spreadsheet. The second spreadsheet in the table lists the changes for each metering point that have been made manually or triggered by a process (see Chapter 4.6.1.2).

4.6.1.1 Master data download in file export

The first spreadsheet of the exported file displays either all metering points (selection exporter interface “All...”) or only the changed metering points (selection exporter interface “Changed...”) including the related master data (see also Chapter 4.6.1.2). The spreadsheet has the same designation as the spreadsheet in the Excel template for importing master data (“CCM master data”). The exported spreadsheet may be used, if necessary, also for importing master data.

	A	B	C	D	E	F	G	H	I	J	K	L	M	
1	[### Leerzeile für Importer ###]													
2	[### Leerzeile für Importer ###]													
3	[### Leerzeile für Importer ###]													
4	[### Leerzeile für Importer ###]													
5	[### Leerzeile für Importer ###]													
6	[### Leerzeile für Importer ###]													
7	Netzbetreiber	Zählpunkts-ID	Energierichtung	PLZ	Ort	Straße	Hausnummer	Stiege	Stock	Tür	Adresszusatz	Name 1	Name 2	Da
8	[### Leerzeile für Importer ###]													
9	[### Leerzeile für Importer ###]													
10	AT005000	AT00500000000	CONSUMPTION	602C	Inns	Salurne 11					Top 5	Musterm	Top 5	AT
11	AT005000	AT00500000000	CONSUMPTION	602C	Inns	Salurne 11					Top 6	Musterm	Top 6	AT
12	AT005000	AT00500000000	CONSUMPTION	602C	Inns	Salurne 11					Top 2	Musterm	Top 2	ur
13	AT005000	AT00500000000	CONSUMPTION	602C	Inns	Salurne 11					Top 3	Musterm	Top 3	ur
14	AT005000	AT00500000000	CONSUMPTION	602C	Inns	Salurne 11					Top 1	Musterm	Top 1	ur
15	AT005000	AT00500000000	CONSUMPTION	616E	Fulp	Bahnstr 51			3.Stock		Top 19	Duck	Dagober	EP
16	AT005000	AT00500000000	CONSUMPTION	602C	Inns	Salurne 11					Top 8	Musterm	Top 8	ur
17	AT005000	AT00500000000	CONSUMPTION	602C	Inns	Salurne 11					Top 4	Musterm	Top 4	ur
18	AT005000	AT00500000000	CONSUMPTION	602C	Inns	Salurne 11					Top 7	Musterm	Top 7	ur
19														
20														
21														
22														

Figure 18: Export spreadsheet

To change the master data in the EDA User Portal, users may change the data in the export file and subsequently upload the file. Unlike the import template in Chapter 0, the exported file is only filled with the “master data” – without highlighting and descriptive texts.

The rows with the content “[### Leerzeile für Importer ###]” serve as placeholder for the import process, and therefore, the data records of relevance for importing start as of row 10, the same as in the import template. The following rules must be observed to be able to import the changed exported Excel files:

- It is **not** permitted to delete or move rows 1 to 9 or any of the columns!
- Spreadsheet names are **not** permitted to be changed (e.g. do not use EP numbers or similar)!

The exported Excel file can be uploaded after editing in the EDA User Portal in the pane “Master data import”.

4.7 Process monitor

The process monitor is the interface for managing the specific processes. This interface can be used to create new processes, but also to initiate process-relevant actions.

The main panel of the interface is divided into two areas:

- Filter pane
- Process pane

The screenshot shows the 'Process Monitor' interface. It is divided into two main sections: a 'Filter pane' at the top and a 'Process pane' at the bottom. The filter pane contains several input fields for filtering: 'Changed From', 'Changed To', 'CIN', 'Community-Identifications', and 'Metering Point ID'. There are also dropdown menus for 'Deadline From', 'Deadline To', 'Flow' (with 'All' and 'Open' options), 'Status' (with 'PROCESS_ABORTED', 'PROCESS_CANCELLED', and 'PROCESS_COMPLETED' options), and 'Action' (with 'All', 'Possible', and 'Mandatory' options). A 'Filter' button is located on the right side of the filter pane. The process pane displays a table with columns for 'Action', 'Omr Process Type', 'Identification', 'Info', 'In_out', 'Process State', 'Changed', 'Process Date', and 'Conversation Id Omr'. Two rows of data are visible, both showing 'GCREQDP-SENDER' processes with a 'WAITING_FOR_ERRORMSG' state.

Figure 21: Process monitor

4.7.1 Filter pane

The process monitor permits filtering according to the following criteria:

Filter criterion	Meaning
Conversation-ID	Conversation ID – All messages within a process (e.g. registration, deregistration, etc.) are grouped and summarised by assigning a common conversation ID. This ID is assigned in the first process step by the EDA Portal.
Metering point	Metering point designation of the generation metering points
Changed from/to	Time of the last change in a process. Depending on the process, it may be set by manual interaction, by a message of the process partner or when a deadline is reached.
Contractual partner	The processes can be filtered by individual contractual partner.
Procedure: all / open	Shows only processes that are not yet in final status.
Actions: all / optional / required	Only shows those processes for which manual action by the user is optional / required.
Process	May be filtered by one or several processes (e.g. online data consent, ...)
Status	It may be filtered by status of the processes (aborted, cancelled, completed).

Note

When filtering, wildcards and placeholders may be used in the **metering point** field to search for values not precisely known. Placeholders are symbols that replace search terms in order to obtain more hits.






Placeholder	Meaning
-------------	---------

4.7.2.1 Info icons

The process monitor provides information on the current status of the process via several icons.

Note

The icons are only displayed in colour when action is possible or required of logged in users. Otherwise, the icons are grey.

Icon	Meaning
	The process was aborted. No further actions are possible.
	Action by a user is possible (yellow hand) or required (red hand). Depending on the process, various process actions are displayed in the pull-down menu in the row of the corresponding process.
	The process has been completed successfully. All of the required process steps have been executed.
	A technical error occurred during the message transmission process. If the cause of such an error cannot be identified by the user, customer service will gladly help.
	The process waits for the response data record or error message from the recipient of the process.

4.7.3 Actions

The process monitor offers two different options for taking action:

1. Creating a new process
2. Taking action within a process

4.7.3.1 Creating a new process

To create a new process, the user must click on the button “New process” at the bottom right of the process monitor.



Figure 24: Creating a new process

The dialog box “New process” opens into which the relevant data for the process are entered and the process can be started. This generates a new unique Conversation ID (CIN) that is needed for grouping related messages.

The individual processes are broken down as follows and the dialog box at the top offers the following options:

- Offline data consent

- Online data consent, reversal by service provider

The process is started by clicking on “Start Process”.

Figure 25: New process

The following processes can be started without previously uploading the master data (only by entering the information via the user interface):

- Offline data consent

For all other processes, a valid master data record with the metering point of the end customer for whom the process is to be started is available in the metering point data pane.

4.7.3.2 Starting an action within a process

Depending on the process, various actions may be taken in accordance with the definition. For example, users may abort the online data consent process by using “Abort process manually” if the grid operator does not respond to the message ANFORDERUNG_CCMO (Figure 26).

The available process actions are displayed in the row of the corresponding process in the pull-down list.

	Action ↕	Omr Process Type ↕
	Select One	CMREQONL-SENDER
	Select One cancelErrorProcess	CMREQONL-SENDER

Figure 26: Starting an action within a process

4.8 Audit log

The audit log records user activities in the EDA User Portal. This makes it possible to track when a user carried out an action for the currently selected EP number (e.g. login). The filter in the upper area (Figure 27) can be used to search using the following criteria:

- Time period (from/to)
- User
- Action
- Details

For example, it is possible to see which users were logged into the current energy provider.

Timestamp	User Id	Mandant Id	Action Type	Application	Details
25.04.2022 11:30	@eda-portal.at	EP100008	MANDANT_CHANGE	WEB	User: portal.at selected account EP100008

Figure 27: Audit log

4.9 Settings

The general settings (for the currently selected EP number) may be viewed and adjusted under “Settings”. The various parameters can be defined under “Settings”. In the current software version, users may set the parameter for sending messages by e-mail.

4.9.1 E-mail messages

When receiving certain process steps in the EDA User Portal, automatically generated messages are sent by e-mail. The fields are empty by default. To activate this notification function, it is necessary to enter the desired e-mail addresses in the EDA User Portal. The e-mail notification is sent immediately after receipt of a process step in the EDA User Portal. The setting must be defined for each EP number.

The administration of the automatic notifications by e-mail are displayed under “Settings” as follows:

1. Process
2. E-mail address(es)
3. Process steps

Settings

Automatic generated notification will be sent to the following e-Mail Addresses when receiving certain processes for participant EP100008. Notification function will be activated by entering the desired e-mail address(es). If several e-mail addresses are given, they must be separated by a semicolon in the input field.

The email address (es) can be changed or removed any time in order to prevent further notifications. Every change must be confirmed by clicking „Save“ for the change to take effect.

Consumption:	eMail Address(es)	Process steps:
CMREQQFF:	kundenservice@eda-portal.at	DATEN_CRMSG
CMREQONL:	kundenservice@eda-portal.at	ABLEHNUNG_CCMF, ZUSTIMMUNG_CCMF, ANTWORT_CCMF
CMREVSP:		ABLEHNUNG_CCMO, ZUSTIMMUNG_CCMO, ANTWORT_CCMO, ANTWORT_GN
CMREVCUS:		ABLEHNUNG_CCMS, ANTWORT_CCMS
CMREVCUS:		AUFHEBUNG_CCMC

Save Cancel

Figure 28: Administration of e-mail messages

Valid e-mail address(es) may be entered into the row “E-mail address(es). When the process steps are received, automatically generated messages are sent to these e-mail addresses (e.g. DATEN_CRMSG, ABLEHNUNG_CCMF, ZUSTIMMUNG_CCMF, etc.). Several e-mail messages may be entered separating them by semicolons.

Users may select from the various process steps under “Process steps”. The steps selected are marked in red. Only when the process steps marked in red are received, are the automatically generated messages sent. Processes marked in grey (de-selected) are excluded from the automatic notifications, but can be selected/activated again at any time. Any change must be confirmed by clicking on “Save” at the bottom of the pane in order for the changes to take effect. By clicking on “Save”, the values are accepted (a confirmation message appears at the top right).

If no automatic notification is desired, the e-mail addresses can be removed at any time.

CMREVCUS:	kundenservice@eda-portal.at	AUFHEBUNG_CCMC
CMREVIMP:	kundenservice@eda-portal.at	AUFHEBUNG_CCMC

Restore Defaults

Save Cancel

Figure 29: Administration of e-mail messages - save

4.10 Market participant data

A description of market participant data will be made available shortly.

4.11 Metering point data

The master data of the generation and consumption metering points, which were uploaded under “Master data import”, can be viewed and edited in the interface “Metering point data” (see Chapter 4.7)

This menu item has essentially three levels – the filter level in the upper part, the metering point level and the respective data consent for the metering points displayed (Figure 30).

Figure 30: Metering point data

4.11.1 Filter pane

The metering points and data consents may be filtered as needed by the following criteria:

- MeteringPoint ID (metering point name)
- Contractual partner
- Postal code
- Place
- Street
- House no.
- Building
- Floor
- Door no.
- Additional address information (pub, basement...)

Note

When filtering, wildcards and placeholders may be used to search for values not precisely known. Placeholders are symbols that replace search terms in order to obtain more hits.

Placeholder	Meaning
*	Replaces none or an arbitrary number of characters
%	Replaces one character

Example

The button “Delete” permits the removal of all entries in the fields up to then. Clicking on “Save” stores any changes.

The master data details also shows if a metering point is blocked (Figure 33) or available (Figure 34). A metering point can be blocked by a process-linked change or by an open process. To unblock the data records, the changed data must be downloaded (after the relevant process has been completed) or the open process aborted first. Moreover, a change/adjustment to diverse data is possible (depending on metering point status). Creating new master data records is possible using the import function.

Figure 33: Details of a metering point – Tab details blocked

Figure 34: Details of a metering point - Tab details available

Under the tab “**History**”, all changes to the metering point are recorded and can be viewed later. This records both the time stamp and also the user and type of process relating to the change (see Figure 35).

Timestamp	User	Process
29.11.2021 09:05:59		CMREQONL-SENDER
08.11.2021 11:31:58		CMREQONL-SENDER
08.11.2021 11:31:56		CMREQONL-SENDER
08.11.2021 11:10:07		CMREQONL-SENDER
19.10.2021 14:15:22		CMREVCUS-RECEIVER
19.10.2021 14:13:49		CMREQONL-SENDER
19.10.2021 13:50:11		CMREQONL-SENDER
19.10.2021 11:53:28		CMREQONL-SENDER

Figure 35: Details of a metering point – Tab history

If changes have already been made to the respective data records, these are listed accordingly. The following data is recorded for every change made.

- Time of change
- Party responsible for the change (only in the case of import, export or update)
- Reason for the change
- Changed data

The reasons for the changes may be classified as follows:

Reason for the changes	Description
IMPORT	Creation of new metering points and changes to master data via the import function
UPDATE	Manual processing of master data
PROCESS NAME (e.g. online data consent)	Changes made during a process
EXPORT	Only serves as a note indicating that the data record has been downloaded. No master data are changed when exporting.

With every change made, it is possible to display the changes in detail by clicking on the respective row. The row is highlighted in colour and the changes are displayed in the grey field beneath.

The following types of changes may be made in a field:

Types of change	Description
Old value -> new value	Value stored up to now was replaced by new value
Old value ->	Old value was deleted (the field is empty afterwards)
-> New value	New value was accepted (field was empty up to now)

Note

The content of the version history may be downloaded when exporting the master data (.xlsx format). This makes all process-related changes available for further processing outside of the User Portal (see Chapter 4.6.1).

4.11.3 Data consent pane

In the menu item “Metering point data” (Figure 30), all data consents for the respective metering points are displayed at the bottom.

The columns display the following fields:

- Data consent ID (identification of the respective data consent)
- Contractual partner (may be changed in the Details menu)
- Data type (MeteringData = energy volumes)
- Data from - to
- Metering interval (quarter-hour, daily)
- TransmissionCycle (transmission interval - daily, monthly)
- Status (requested, approved, reversed, denied,...)
- Details

Clicking on “Details” on right opens the following menu (Figure 36):

Figure 36: Details of a data consent

4.12 News

The tab News shows the latest announcements and news which may be of interest. The news is only announced in German.

4.13 Metering point reports

The panel “Metering point report” is used to view the generation and consumption data records that are sent regularly by the grid operator. This interface can be used to generate one or more metering-point reports in both spreadsheet format and as an image. The individual metering points that may be selected for the generation of an aggregated report are listed at the top of the screen. The metering points may be differentiated based on the fields Metering point ID, Contractual partner, Address and Energy flow direction. A click on the red checkmark icon selects or deselects all available metering points. The metering points may be selected or deselected individually.

Figure 49 Interface metering-point reports

Here users can select the time period “From/To“. Clicking on a field opens a calendar and a date can be selected. If the date is entered manually, care must be taken to enter the date in the correct format (DD.MM.YYYY).

Filter criterion	Meaning
------------------	---------

From	Date entry field "From": Report should contain volumes generated/consumed after this time.
To	Date entry field "To": Report should contain volumes generated/consumed before this time.

To the right, users can click on "Generate report". By clicking on "Generate report", the generation and consumption data records sent through the process "Transmit energy data" (CR_MSG) by the grid operator are searched and summarised. The process "Transmit energy data" (CR_MSG) may be viewed in the process monitor (see Chapter 5.7).

Note

- If no metering point is selected, the button is greyed out and cannot be clicked.
- If a time period is selected for which no data is available, the message appears "Not completed - no data available".
- Should a period be selected that is longer than one year, the message is displayed "Not completed. The maximum report period is not permitted to be longer than one year."

If data are available and the time period does not exceed one year, the report is generated and appears after a brief time as a new additional row in the Archives.

The presentation is as follows:

File name consisting of

- Date entered below "From"
- Date entered below "To"
- Time of generation of the report

Example: *Report_20210322_20210324_202103251055.xlsx*

Therefore, it is clear to every user which file was created last in the EDA User Portal.

Note

If no report has been generated yet by the User, the Archives displays the message "No entries found".

The data generated can be downloaded by clicking on "Download report" and can be viewed and edited in Microsoft Excel. The file is generated in .xlsx format and contains the following information per metering point.

Designation	Description
Metering point ID	Metering point designation; 33 characters The sums of the individual categories are presented in the report under the heading "TOTAL".
Energy direction	Information on whether it is a consumer metering point (consumption) or generator metering point (generation)
Period start	Date entered in the entry field "From" at the time the report was generated. The report contains volumes generated/consumed after this time.
Period end	Date entered in the entry field "To" at the time the report was generated. The report contains volumes generated/consumed before this time.
Metering reason	Reason for reading the meter

In the pane Consumption data visualization, a bar chart is displayed based on the report generated from the generation and consumption values. Filter criteria can be set for this bar chart to restrict or enlarge the display of the consumption data generated. The criteria refer to the period presented:

- Year (e.g. 2020)
- Month (e.g. February)
- Day (e.g. 10)

In the drop-down field “Metering point, the default selection is “TOTAL”. Therefore, the sums of all metering points are presented in the chart. Apart from “TOTAL”, it is also possible to select the individual metering points from the drop-down field.

The categories can be displayed or hidden by clicking on the buttons at the bottom of the screen.

To return to the pane Metering point reports, select the “Return” button (at the top right of the interface).

5 Execution of Processes

5.1 Introduction

The following processes can be executed in the EDA User Portal:

Process	See Chapter
CM_REQ_OFF – Offline data consent	5.2
CM_REQ_ONL – Online data consent	5.3
CM_REV_SP – Reversal of consent by service provider	5.4
CM_REV_IMP – Implicit reversal of data consent by energy management processes	5.5
CM_REV_CUS – Reversal of data consent by end customers	5.6
CR_MSG – Transmission of consumption data	5.7

Figure 39 gives an overview of the process flows that can be initiated by the energy provider in the EDA User Portal (process monitor).

Consumption data processes (CR_MSG), reversal of data consent by end customers (CM_REV_CUS) and the implicit reversal of data consent by energy management exchange processes (CM_REV_IMP) can only be started by the respective grid operator and sent to the eligible energy provider. The transmissions are received and processed in the EDA User Portal (process monitor).

CCM Prozesse – Start durch Energiedienstleister

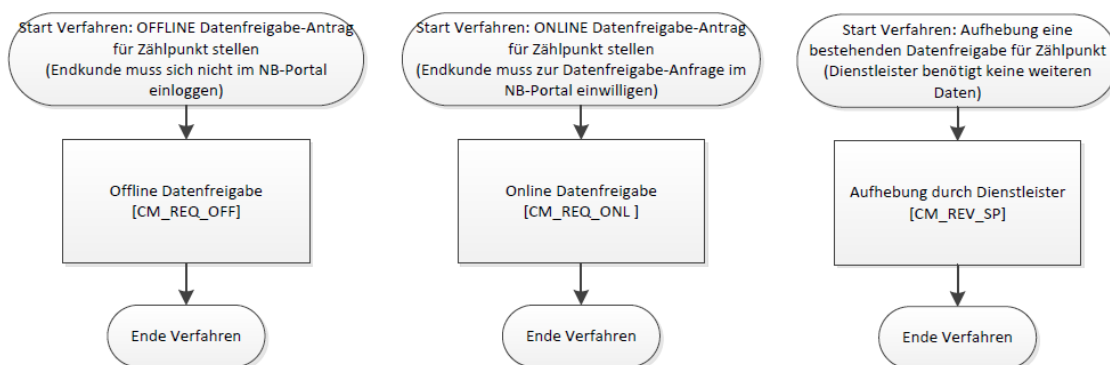


Figure 39: Overview of process flows

The flow of the processes relating to customer consent management for “energy providers” (EP) can be summarized briefly:

- Offline data consent:**
 Grid operators send the consent code (QR code) to customers. The customer sends the code to the energy provider. The EP sends this code via the EDA User Portal to the grid operator. The customer receives a message from the grid operator and may raise an objection within 14 days. If the customer does not raise an objection, the data consent becomes active, and the grid operator sends the respective data to the EDA User Portal.

-
- **Online data consent:**
The service provider creates a request to the grid operator in the EDA User Portal. The grid operator informs the customers. The customer has 14 days to consent to the grid operator's consent request in the grid operator's portal. If consent is given, the grid operator sends the data requested to the EDA User Portal.
 - **Reversal of data consent by end customers:**
Customers may withdraw data consent in the portal of the grid operator. This information is sent to the energy provider via the EDA User Portal. The grid operator cancels the transmission of the data to the EDA User Portal.
 - **Implicit reversal of data consent by energy management processes:**
When a metering point for which there is a data feed is terminated, the grid operator sends the corresponding message to the energy provider via the EDA User Portal and the grid operator discontinues the transmission of the data to the EDA User Portal.
 - **Reversal of consent by energy service provider:**
A service provider may proactively reverse a data consent received. The service provider sends the corresponding information to the grid operator via the EDA User Portal. The grid operator informs the customer and discontinues the transmission of the data to the EDA User Portal.
 - **Transmission of consumption data:** Transmission of generation and consumption data of a customer metering point from the grid operator to the energy provider.

5.2 CM_REQ_OFF – Offline data consent

The process “Offline data consent”, abbreviated CM_REQ_OFF serves to send the confirmation of permission to provide customer-related data to the grid operator without the end customer having to log into the grid operator’s portal.

There are two actors in the process. The energy provider and the grid operator.

The grid operator can send the data requested to the service provider (via the CR_MSG process) after the positive completion of offline data consent.

5.2.1 Transmission of offline data consent

The process of offline data consent is initiated by the energy provider in the EDA User Portal. To this end, the energy service provider must send as a minimum the following data to the grid operator:

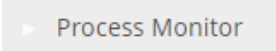

- Metering point of the customer (33 characters)
- Data consent ID (= ConsentID; max 35 characters)
- Recipient (AT number [AT000000-AT999999])
- Data type (in the current software version, only “energy volumes” can be selected)
- Date from (date as of which an agreement is signed with the customer on the transmission of energy volumes)
- Metering interval
- Transmission cycle

The creation of a data consent ID (ConsentId) is done separately by the grid operator and is made available to the customer (in the form of a QR code). Before the start of the offline registration process in the EDA User Portal, this QR code must be sent to the energy service provider by the customer. The data consent ID (in the form of the QR code), which is made available to the customer, must be stated in the offline data consent process. This is the only way that the request can be linked to a metering point in the system of the grid operator.

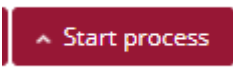
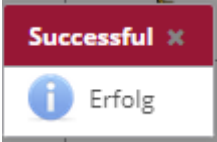
Requirements:

Existence of a metering point and data consent ID (ConsentId) in the form a QR code.

Steps: A logged on user must follow these steps to start the offline data consent process.



Step	Action	Interface
1	Click on “Process monitor” in the footer. This interface can be used to create new processes and also to initiate process-relevant actions.	
2	Click on “New process” at the bottom of the screen.	
3	The dialogue box “New process” opens. Select “Offline data consent” at the top.	

<p>4</p>	<p>Complete the entry fields. The entry fields can be completed in two ways:</p> <ol style="list-style-type: none"> 1. Manual entry into each of the fields 2. Uploading of a QR code <p>Click on "Upload QR Code" to upload a QR Code. A new dialogue box "QR Upload" opens. The QR code can be entered into the entry field in two ways:</p> <ol style="list-style-type: none"> 1. By using the "Search" button to upload a QR code (e.g. .png file). 2. By scanning the code using a camera connected to your device (e.g. webcam) <p>As soon as the QR code has been scanned, the code and scanned data are displayed. Clicking on "Upload Result" permits the use of the scanned data for the process.</p> <p>The mandatory fields marked with an * must be completed as a minimum:</p> <ul style="list-style-type: none"> - Metering point of the customer (33 characters) - Data consent ID (= ConsentID; max 35 characters) - Recipient; a recipient of the transmission must be entered. The recipient is the grid operator. The EC number of the grid operator must be entered (8 characters starting with AT) - Data type (in the current software version, only "energy volumes" can be selected) - Date from: Date as of which an agreement is signed with the customer on the transmission of energy volumes. This date may be selected from the calendar displayed. An inquiry into the past is not permitted for the data type "metering data" (= energy volumes). - Metering interval - Transmission cycle

5	Click on "Start Process" to start the Offline data consent process at the energy service provider and send it to the grid operator.	
6	When the necessary requirements have been met and all of the data has been correctly entered into the fields, a confirmation message appears at the top.	

Presentation in the process monitor: The Offline data consent process (ANFORDERUNG_CCMF) started is displayed on the process monitor as follows:

- **Status: Wait for response**
As long as the processing deadline has not expired, the recipient of the offline data consent may report back an error or send a response data record. The process waits for a response from the recipient.
- **Date of change:** This date indicates when the last action in the process took place (e.g. start of the process, confirmation, etc.). This date may be used as a filter criterion.
- **Process date:** This date corresponds to the date selected from the calendar displayed when creating the process.

Action	Omr Process Type	Identification	Info	In_out	Process State	Changed
Select One	CMREQONL-SENDER				RECEIVE_ERRORMSG	10.11.2021 11:00

Close

EP100008 → AT005000: ANFORDERUNG_CCMO 25.10.2021, 10:51:40

```

ConversationId: AT00500020211025085140366000000324
InstallationId: AT005000
LogicalReceiver: EP100008
LogicalSender: EP100008
MessageId: EP1000082021102508514062300000000325
SchemaVersion: 01.00
TechnicalReceiver: AT005000
TechnicalSender: EP100008
DocumentCreationDateTime: 25.10.2021 10:51:40:616
DocumentMode: PROD
DocumentReceivedDateTime:
MessageCode: ANFORDERUNG_CCMO
Sector: ELECTRICITY
Timestamp: 25.10.2021 10:51:40:616

```

Download File

+ AT005000 → EP100008: ANTWORT_CCMO 25.10.2021, 10:51:54

+ AT005000 → EP100008: ABLEHNUNG_CCMO 10.11.2021, 11:00:14

5.2.2 Offline data consent - view response

The grid operator automatically reviews if the request ("ConsentRequest") is valid. (Does the metering point exist in the master data? Is the metering point active on the date requested? Is the data consent ID known?)

In the event of a negative review, an error report (ABLEHNUNG_CCMF) with the corresponding text is automatically sent to the energy provider (e.g. metering point not found).

If the review at the grid operator is successful, the grid operator sends a positive confirmation to the energy service provider (ANTWORT_CCMF). At the same time, the customer concerned receives a notice of this request from the grid operator (via the communication channel on record with the grid operator). The grid operator waits for five days to see if the customer files an objection to the request of the energy provider sent to the grid operator.

If the customer withdraws consent by phone or e-mail, the grid operator sends an error report (ABLEHNUNG_CCMF) with the corresponding text to the energy provider (e.g. customer denies data consent). If there is no withdrawal from the customer, the grid operator sends a positive confirmation (ZUSTIMMUNG_CCMF).

Requirements:

The offline data consent process was reviewed by the grid operator and a response sent.

Steps: A logged on user must follow these steps to view an offline data consent with a response.

Step	Action	Interface
1	Click on "Process monitor" in the navigation pane. In this view, new processes can be created and also process-relevant actions initiated.	
2	Enter filter criteria in the top pane of the interface and click on "Filter" – see Chapter 4.7.1.	
3	Display the process steps (click on the magnifying glass).	
4	A dialogue box opens on the right side that contains the individual process steps. If the status is " Completed ", a positive confirmation is sent by the grid operator in the process step ZUSTIMMUNG_CCMF. Display the details of the process step by clicking on ZUSTIMMUNG_CCMF. Should the status of the process be " Aborted ", the error message of the grid operator can be found in the process step details by clicking on ABLEHNUNG_CCMF (e.g. metering point not found).	



5.3 CM_REQ_ONL - Consent Management – Online data consent

The process CM_REQ_ONL - Consent Management - online data consent, abbreviated CM_REQ_ONL serves to send the confirmation of permission to provide customer-related data to the grid operator.

There are two actors in the process. The energy provider and the grid operator.

After positive execution of the online data consent, the grid operator can send the data requested to the service provider (via the CR_MSG process).

5.3.1 Transmission of online data consent

The process of online data consent is initiated by the energy provider in the EDA User Portal. To this end, the energy service provider must send the following data to the grid operator:

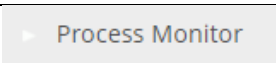

- Recipient (AT number [AT000000-AT999999])
- Data type (in the current software version, only “energy volumes” can be selected)
- Date from (date as of which an agreement is signed with the customer on the transmission of energy volumes)
- Metering interval
- Transmission cycle

Optionally, “Date to” may be sent to the grid operator.

Requirements:

The metering point was created before in the pane Metering point (via master data import – See Chapter 0).

Steps: A logged on user must follow these steps to start the online data consent process.

Step	Action	Interface
1	Click on “Process monitor” in the footer. In this view, new processes can be created and also process-relevant actions initiated.	
2	Click on “New process” at the bottom of the pane.	
3	The dialogue box “New process” opens. The tab “Online data consent” is selected at the top.	

4

Complete the entry fields.

The mandatory fields marked with an * must be completed as a minimum:

- Metering point of the customer (33 characters): As soon as the user clicks on the drop-down field, an automatic list of the metering points from the metering point data is displayed. The user selects the desired metering point here.

Action	Omr Process Type	Identification	Info	In_out	Process State	Changed
<div style="border: 1px solid #ccc; padding: 2px;"> Select One Select One cancelErrorProcess </div>	CMREQONL-SENDER		⚠	IP	RECEIVE_ERRORMSG	10.11.2021 11:00

Close

EP1000... → AT0(*900: ANFORDERUNG_CCMO 25.10.2021, 10:51:40)

ConversationId: AT00**9020211025085140360000000324

InstallationId:

LogicalReceiver: AT00**90

LogicalSender: EP1000**

MessageId: EP1000**702110250851406230000000325

SchemaVersion: 01.00

TechnicalReceiver: AT0: 90

TechnicalSender: EP100...

DocumentCreationDateTime: 25.10.2021 10:51:40:616

DocumentMode: PROD

DocumentCreationDateTime:

MessageCode: ANFORDERUNG_CCMO

Sector: ELECTRICITY

Timestamp: 25.10.2021 10:51:40:616

Download File

5.3.2 Online data consent - view response

The grid operator automatically reviews if the request (“ConsentRequest”) is valid. (Does the metering point exist in the master data? Is the metering point active on the date requested? Is the data consent ID known?).

In the event of a negative review, an error report (ABLEHNUNG_CCMF) with the corresponding text is automatically sent to the energy provider (e.g. metering point not found).

If the review at the grid operator is successful, the grid operator sends a positive confirmation to the energy service provider (ANTWORT_CCMF).

The service provider sends its request ID (ConsentRequestID) to the end customer outside of the EDA infrastructure for the end customer to enter it into the user portal of its grid operator. At the same time, the grid operator gives the customer the option to enter the request ID received from the service provider into the customer portal of the grid operator or to select the data consent using the metering point (based on the metering point, the customer may be addressed directly and customers may view their open data consent requests in the grid operator’s portal).

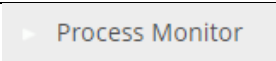
The grid operator waits for ten workdays to see if the customer withdraws the request of the energy provider or consents to it.

If the customer revokes the data consent, the grid operator sends an error report (ABLEHNUNG_CCMO) with the corresponding text to the energy provider (e.g. customer denies data consent). If there is no withdrawal by the customer, the grid operator sends a positive confirmation (ZUSTIMMUNG_CCMF).

Requirements:

The online data consent process was reviewed by the grid operator and a response sent.

Steps: A logged on user must follow the steps below to view an online data consent with a response.

Step	Action	Interface
1	Click on “Process monitor” in the navigation pane. In this view, new processes can be created and also process-relevant actions initiated.	
2	Enter filter criteria in the top pane of the interface and click on “Filter” – see Chapter 4.7.1.	

5.4 CM_REV_SP – Reversal of consent by service provider

The reversal of consent by the service provider, abbreviated CM_REV_SP, serves to terminate the data delivery to a metering point by the energy service provider (e.g. due to termination of the contract between customer and service provider).

There are two actors in the process. The energy provider and the grid operator.

The energy service provider is the initiator of the reversal and sends the information to the grid operator that a service to the customer ends as of the process date (metering point).

5.4.1 Transmit data consent reversal by service provider

The process is initiated by the energy service provider. To this end, the energy service provider must send the following data to the grid operator:

- Metering point of the customer (33 characters)
- Date as of when the customer reverses the data consent
- Data consent ID (= ConsentID; max 35 characters)

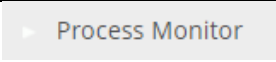

Optionally, the reason for ending consent may be sent to the grid operator.

Requirements:

The metering point was created previously in the pane metering point data (via master data import – see Chapter 0).

The metering point was sent to the corresponding grid operator through the offline data consent process or the online data consent process, and the data consent has been positively confirmed by the grid operator (metering point is in status “Consented” under metering point data).

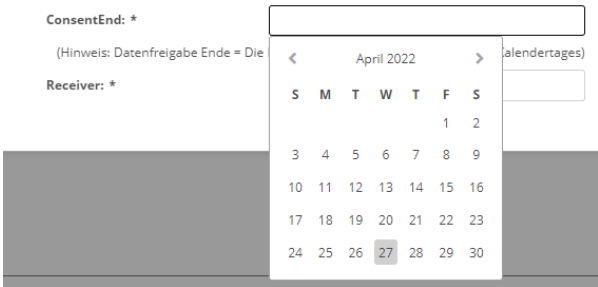
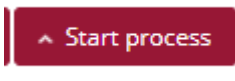
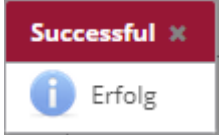
Steps: To reverse consent by the service provider, the following steps must be carried out by a logged on user.

Step	Action	Interface
1	Click on “Process monitor” in the footer. In this view, new processes can be created and also process-relevant actions initiated.	
2	Click on “New process” at the bottom of the interface.	
3	The dialogue box “New process” opens. Here the user selects the tab “Request deregistration participation” at the top.	

4

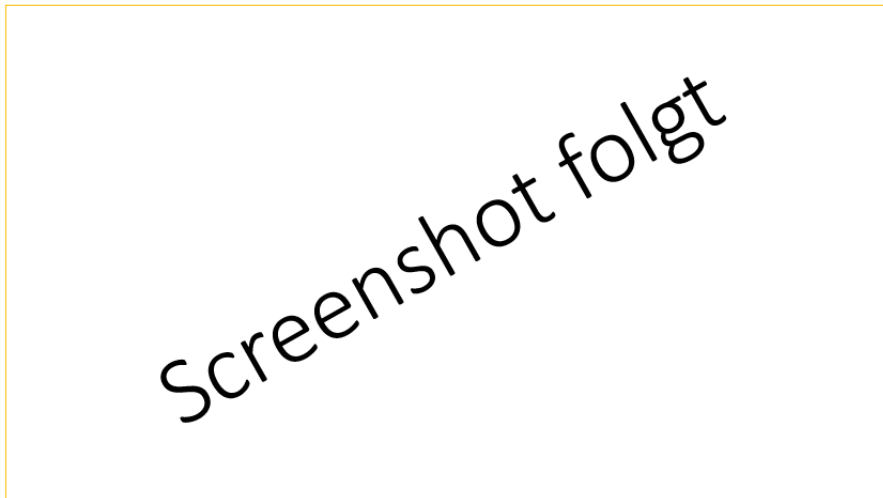
Complete the entry fields.
 As a minimum, the mandatory fields marked with an * must be completed:

- Metering point: As soon as the user clicks on the drop-down field, an automatic list of the metering points from the metering point data is displayed. The desired metering point designation is selected here.

	<p>- Data consent ID: From the drop-down field, users may select the data consent IDs (=ConsentId) to be sent to the grid operator. Only data consents may be selected that have already been given by the customer (Status "Consented" in the metering point data pane).</p> <p>If data is already assigned to the selected data consent ID in the metering point data, the data is displayed automatically (e.g. data type, date from, etc.).</p> <p>- Reason: Reason for termination (max. 50 characters)</p> <p>- Data consent termination: The termination date may be selected from the calendar displayed.</p> <p>Example: When a cancellation has been agreed for 31 July 2021, the date must be entered into the field Data consent end.</p> 	
5	Click on "Start Process" to start the process "Reversal by service provider" at the energy service provider and send it to the grid operator.	
6	When the necessary requirements have been met and all of the data has been correctly entered into the fields, a confirmation message appears at the top.	

Presentation on the process monitor: The process started "Reversal by service provider" is displayed on the process monitor as follows:

- **Status: Wait for response**
As long as the processing deadline has not expired, the recipient of the reversal may report an error or send a response data record. The process waits for a response from the recipient.
- **Date of change:** This date indicates when the last action in the process took place (e.g. start of the process, confirmation, etc.). This date may be used as a filter criterion.
- **Process date:** This date corresponds to the date selected from the calendar displayed when creating the process.



5.4.2 Reversal by service provider - view response

The grid operator automatically reviews if the metering point is available in its master data and if there is an active data consent for the metering point on the process date.

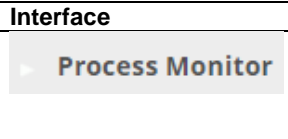
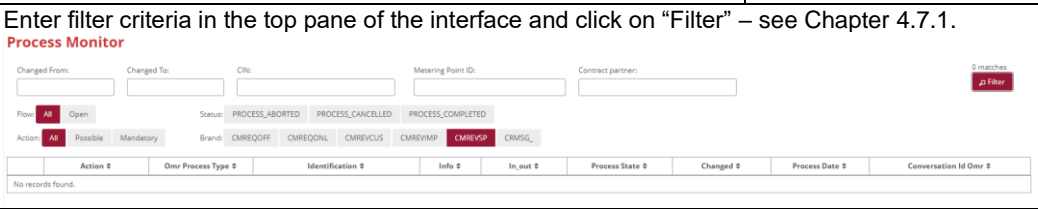

In the event of a negative review, an error report with the corresponding text is automatically sent to the energy provider (e.g. no data consent given).

If the review at the grid operator is successful, the grid operator sends a positive confirmation to the energy service provider.

Requirements:

Process reversal by the service provider was reviewed by the grid operator and answered.

Steps: A logged on user must follow the steps below to view the reversal of data consent by the service provider.

Step	Action	Interface
1	Click on "Process monitor" in the navigation pane. In this view, new processes can be created and also process-relevant actions initiated.	
2	Enter filter criteria in the top pane of the interface and click on "Filter" – see Chapter 4.7.1.	
3	Display the process steps (click on the magnifying glass).	
4	A box opens on the right side that contains the individual process steps. If the status is " Completed ", a positive confirmation is sent by the grid operator in the process step ANTWORT_CCMS. Display the details of the process step by clicking on ANTWORT_CCMS.	

5.5 CM_REV_IMP - Implicit reversal of data consent by energy management processes

In the process **Implicit data consent reversal by energy management processes**, abbreviated **CM_REV_IMP**, the information on the implicit reversal of data consent for a metering point is sent to the energy service provider by the grid operator.

The potential triggering processes are:

- Customer moves out: Customer notifies grid operator that it is moving out and requests termination of services to the metering point.
- Deactivation of the generation installation
- Metering point turned off or deactivated for other reasons

The process makes it possible for grid operators to inform the energy service provider of the reversal of the data consent previously given.

There are two actors in the process: the grid operator and the energy service provider

5.5.1 View the transmission of a reversal

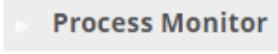
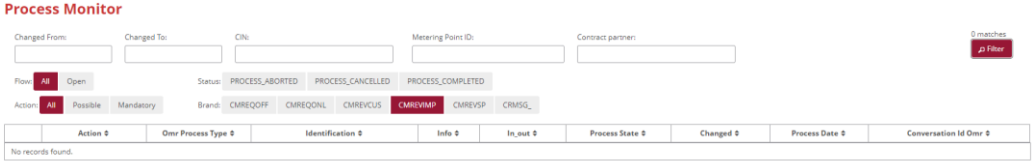


The reversal of data consent by energy management processes is initiated by the grid operator. The grid operator must send the following data to the energy service provider:

- Metering point of the customer (33 characters)
- Date as of when the customer reverses the data consent
- Data consent ID (= ConsentID; max 35 characters)

Optionally, the reason for ending consent may be sent to the energy service provider.




The grid operator does not receive a return confirmation message or an error message from the energy service provider. Therefore, no processing deadline is defined.

Steps: A logged on user must follow the steps below to view a data consent reversal by energy management processes received.

Step	Action	Interface
1	Click on "Process monitor" in the navigation pane. In this view, new processes can be created and also process-relevant actions initiated.	
2	Enter filter criteria in the top pane of the interface and click on "Filter" – see Chapter 4.7.1.	
3	Display the process steps (click on the magnifying glass).	
4	A box opens on the right side that contains the individual process steps.	

If the status is "**Completed**", the reversal received has been reviewed positively and the process is completed (but no confirmation triggered). Display the details of the process step by clicking on AUFHEBUNG_CCMI.

The reversal contains the date on which the consent of the grid operator ends.

Aktion	Prozess	Zählpunkt	Info	Ein-Ausgehend	Status	Änderungsdatum
 Auswählen	Implizite Aufhebung				Abgeschlossen	16.07.2021 13:45

ATC - EP100010: AUFHEBUNG_CCMI 16.07.2021 13:45:23

```

ContentLocationId: ATC 2107161344431360000038459
InstallationId:
LogicalReference: EP100010
LogicalReference: ATC
MessageId: ATC*****107161344139190000440820
SchemaVersion: 01.05
TechnicalReference: EP100010
TechnicalReference: ATC
DocumentCreationDateTime: 16.07.2021 13:45:14.000
DocumentId: #EMO
DocumentReferenceDateTime: 16.07.2021 13:45:14.687
MessageCode: AUFHEBUNG_CCMI
Source: ELECTRICITY
Timestamp: 16.07.2021 13:45:14.687
                
```

[Daten herunterladen](#)

If the status is "**Aborted**", the consent reversal received has been reviewed negatively and the process is aborted (but no error message is sent to the grid operator). To clarify an aborted process, please contact customer service at kundenservices@eda-portal.at

5.6 CM_REV_CUS - Reversal of data consent by end customer

In the process Reversal of data consent by end customers, abbreviated CM_REV_CUS, the information on the reversal of consent given for a metering point is sent to the energy service provider by the grid operator (the customer has informed the grid operator that as of a specific date consent is withdrawn, e.g., restriction of use of a service at a service provider. The process makes it possible for grid operators to inform the energy service provider of the reversal of data consent previously granted.

There are two actors in the process: the grid operator and the energy service provider

5.6.1 View the transmission of a reversal

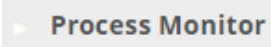
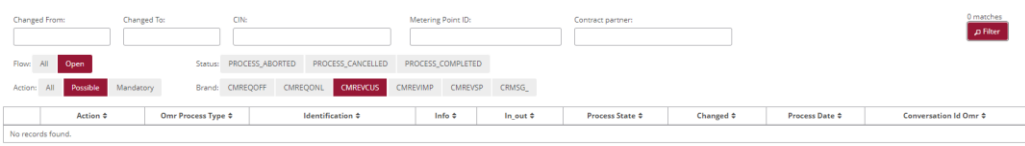


The reversal of data consent by the end customer is initiated by the grid operator. The grid operator must send the following data to the energy service provider:

- Metering point of the customer (33 characters)
- Date as of when the customer reverses the data consent
- Data consent ID (= ConsentID; max 35 characters)

Optionally, the reason for ending consent may be sent to the energy service provider.

The grid operator does not receive a return confirmation message or an error message from the energy service provider. Therefore, no processing deadline is defined.

Steps: A logged on user must follow the steps below to view a data consent reversal by an end customer it has received.

Step	Action	Interface
1	Click on "Process monitor" in the navigation pane. In this view, new processes can be created and also process-relevant actions initiated.	
2	Enter filter criteria in the top pane of the interface and click on "Filter" – see Chapter 4.7.1. Process Monitor	
3	Display the process steps (click on the magnifying glass).	
4	A box opens on the right side that contains the individual process steps. If the status is " Completed ", the reversal received has been reviewed positively and the process is completed (but no confirmation triggered). Display the details of the process step by clicking on AUFHEBUNG_CCMC. The reversal contains the date on which the consent of the grid operator ends.	

Aktion #	Prozess #	Gen Community Id #	Info #	Ein-Ausgehend #	Status #	Änderungsdatum	Schließen
1	Auswählen	Abmeldung		✓	⊘	Abgeschlossen	21.08.2019 15:58

→ Akt 15:58:01 ID: GC100957: MELDUNG_GC_ABM 21.08.2019

```

ConversationId: aa-1190821186228541001102844
EnergyId: undefined
InstallationId:
LogicalReceiver: GC100957
LogicalSender: ACT
MessageId: ACT-1190821186228540007973898emm.as
EventVersion: 01.00
TechnicalReceiver: GC100957
TechnicalSender: ACT
DocumentCreationDateTime: 21.08.2019 15:58:00:000
DocumentMode: PRCD
DocumentCreationDateTime: 21.08.2019 15:58:01:090
MessageCode: MELDUNG_GC_ABM
Payload: ELSCHICHTW
Timestamp: 21.08.2019 15:58:01:090

```

[Datei Herunterladen](#)

If the status is **“Aborted”**, the reversal received has been reviewed negatively and the process is aborted (but no error message is sent to the grid operator). To clarify an aborted process, please contact customer service at kundenservices@eda-portal.at

5.7 CR_MSG – Transmit consumption data

The process Transmit consumption data, abbreviated CR_MSG, serves the transmission of generation and consumption data (energy data) per metering point from the grid operator to the energy service provider.

The process permits grid operators, after completion of data consent for a metering point (CM_REQ_OFF or CM_REQ_ONL) to inform the energy service provider of the energy data. The process takes place after data consent.

There are two actors in the process: the grid operator and the energy service provider.

5.7.1 Transmission of consumption data - view data sent

The energy service provider receives the transmission of the energy data (metering values) automatically.

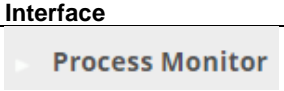
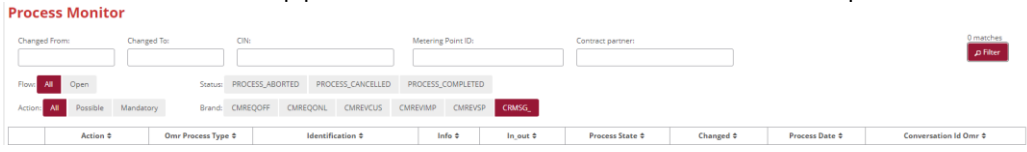


The energy service provider must review the data after receipt of the energy data record and in the event of a negative review, send an error report with the corresponding text automatically to the grid operator (e.g. metering point not found).

In the event of a positive review of the data received, the process is successfully completed. No confirmation message is sent back to the grid operator.

Requirements:

A requirement is the successful completion of data consent for the metering point (see Chapters 5.2 and 5.3).

Steps: A logged on user must follow the steps below to view a data record received.

Step	Action	Interface
1	Click on "Process monitor" in the navigation pane. In this view, new processes can be created and also process-relevant actions initiated.	
2	Enter filter criteria in the top pane of the interface and click on "Filter" – see Chapter 4.7.1.	
3	Display the process steps (click on the magnifying glass).	
4	A box opens on the right side that contains the individual process steps. If the status is " Completed ", the reversal received has been reviewed positively and the process is completed (but no confirmation triggered). Display the details of the process step by clicking on DATEN_CRMSG. This option offers the possibility of downloading or displaying the energy data by clicking on "Download file".	

Aktion	Prozess	Zählpunkt	Info	Ein-Ausgehend	Status	Änderungsdatum
Auswählen	Verbrauchsdaten	ATD...000000000000119551	✓	E	Abgeschlossen	22.03.2021 10:52

After receipt of the energy data from the grid operator, there are automatic reviews of the message content (Does the energy data record contain all of the required data?) and installation master data (Does the metering point exist in the master data?). If this review reveals an error, an error message is automatically sent to the grid operator with the content ABLEHNUNG_CRMSG (e.g. metering point not supplied, no message data, etc.) and the process is given the status **“Aborted”**.

Presentation on the process monitor: The process Consumption data is displayed on the process monitor as follows:

- Status: Completed (provided all reviews were positive)
- Date of change: This date indicates when the last action in the process took place (e.g. start of the process, confirmation, etc.). This date may be used as a filter criterion.
- Process date: This date corresponds to the date selected by the grid operator when creating the process.

Aktion	Prozess	Zählpunkt	Info	Ein-Ausgehend	Status	Änderungsdatum
Auswählen	Verbrauchsdaten	ATD...000000000000119551	✓	E	Abgeschlossen	22.03.2021 10:52

ATD... EP100010: DATEN_CRMSG 18.03.2021 14:40:34

```

ConversationId: ATD... 103181403192800000098872
InstallationId:
LogicalReceiver: EP100010
LogicalSender: ATD...
MessageId: ATD... 318140319280000001518...
SchemaVersion: 01.00
TechnicalReceiver: EP100010
TechnicalSender: AL
DocumentCreationDateTime: 18.03.2021 14:40:24:000
DocumentMode: P200
DocumentReceiveDateTime: 18.03.2021 14:40:24:924
MessageCode: DATEN_CRMSG
Sector: ELECTRICITY
Timestamp: 18.03.2021 14:40:24:924
    
```

ATD... EP100010: DATEN_CRMSG 22.03.2021 10:52:38

Note

As long as a metering point is assigned without interruption to the same energy provider, the same conversation ID is used by the grid operator for each message transmission. Therefore, the energy data can be aggregated by metering point and energy service provider.

Within a period transmitted (MeteringPeriodStart/End), the complete data must be sent in the full granularity (daily, hourly, 15-minute values). Therefore, the period sent must be complete. The grid operator must ensure the uninterrupted transmission of the data.

Any renewed transmission of metering data replaces former data (sent up to then). This is done, for example, to correct values retroactively.

The meter code, which is sent together with the energy data by the grid operator, provides information on the type of energy data sent. For example, if the meter code is “1-1:2.9.0 G.01”, the energy data record contains the entire consumption measured. Table 1 contains an overview of the meter codes of the energy data transmitted.

Meter code	Metering interval	Description	Segment	DeviceTypes
1-1:1.9.0 P.01	QH	Load profile ¼ h effective energy value, supply to end customer, residual load	Electricity	LPZ, IME, IMS (to installation operator)
1-1:1.9.0 P.01	D	Daily value, effective energy value, supply to end customer, residual load	Electricity	IMS
1-1:2.9.0 P.01	QH	Load profile ¼ h effective energy value, end customer credit, community surplus	Electricity	LPZ, IME, IMS (to installation operator)
1-1:2.9.0 P.01	D	Daily value effective energy value, end customer credit, community surplus	Electricity	IMS
1-1:1.9.0 G.01	QH	QH total consumption pursuant to metering (participation in community generation)	Electricity	IME, IMS (to installation operator)
1-1:2.9.0 G.02	QH	QH percentage in community generation	Electricity	IMS (to installation operator)
1-1:2.9.0 G.03	QH	QH self-consumption from community generation	Electricity	IMS (to installation operator)
1-1:2.9.0 G.01	QH	QH total community generation	Electricity	IMS (to installation operator)
1-1:1.9.0	V	Energy value for metering period, supply to customer credit	Electricity	NSM
1-1:2.9.0	V	Energy value for metering period, end customer credit	Electricity	NSM
1-1:1.9.1	V	Energy value NT summer for metering period, end customer credit	Electricity	NSM
1-1:2.9.1	V	Energy value NT summer for metering period, end customer credit	Electricity	NSM
1-1:1.9.2	V	Energy value HT summer for metering period, supply to end customer	Electricity	NSM
1-1:2.9.2	V	Energy value HT summer for metering period, end customer credit	Electricity	NSM
1-1:1.9.3	V	Energy value NT winter for metering period, supply to end customer	Electricity	NSM
1-1:2.9.3	V	Energy value NT winter for metering period, end customer credit	Electricity	NSM
1-1:1.9.4	V	Energy value HT winter for metering period, supply to end customer	Electricity	NSM
1-1:2.9.4	V	Energy value HT winter for metering period, end customer credit	Electricity	NSM
1-1:1.9.5	V	Energy value summer, supply to end customer	Electricity	NSM
1-1:2.9.5	V	Energy value summer, end customer credit	Electricity	NSM

1-1:1.9.6	V	Energy value winter, supply to end customer	Electricity	NSM
1-1:2.9.6	V	Energy value winter, end customer credit	Electricity	NSM
1-1:1.9.7	V	Energy value NT throughout year, supply to end customer	Electricity	NSM
1-1:2.9.7	V	Energy value NT throughout year, end customer credit	Electricity	NSM
1-1:1.9.8	V	Energy value HT throughout year, supply to end customer	Electricity	NSM
1-1:2.9.8	V	Energy value HT throughout year, end customer credit	Electricity	NSM
7-1:1.9.0 P.01	H	Load profile 1 h energy value, supply to end customer	Gas	Load profile meter
7-1:2.9.0 P.01	H	Load profile 1 h energy value, end customer credit	Gas	Load profile meter
7-1:1.9.0	V	Energy value for metering period, supply to end customer	Gas	NSM
7-1:2.9.0	V	Energy value for metering period, end customer credit	Gas	NSM

Table 1: Meter codes for transmission of energy data

5.8 Error in transmission of messages

5.8.1 Error category

Errors in the transmission of messages may be grouped into the following categories:

1. An error occurs when sending from the EDA User Portal to the EDA communication platform (validation fails on EDA communication platform).
2. An error occurs when transmitting from the EDA communication platform to the EDA User Portal.
 - a. Data record is rejected by the EDA User Portal because content check fails
 - b. Data record is rejected by the EDA User Portal because receipt validations fail

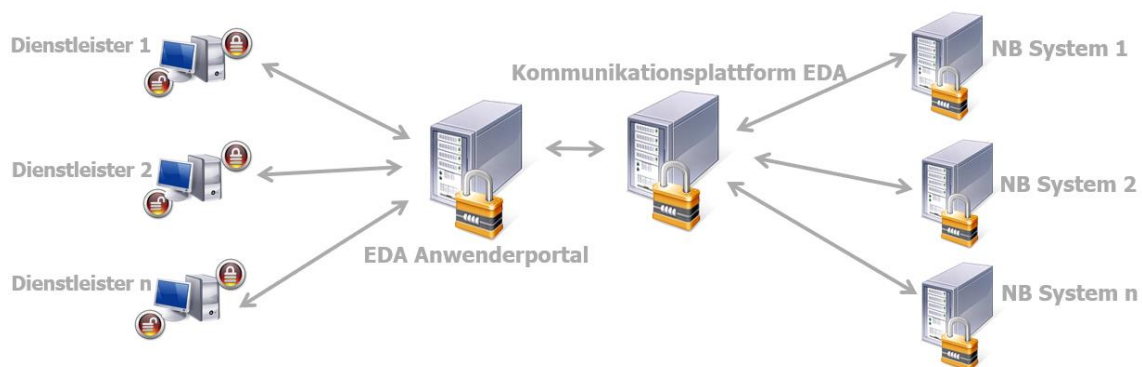


Figure 40: Message transmission EDA

ad 1. If the review of the transaction data (header) of the message on the EDA communication platform is negative, no attempt is made to deliver the message to the recipient. The status of the process in the EDA User Portal process monitor changes to “Error”. The user has the option of manually interrupting the process and, if applicable, to start a new process.

ad 2.a. If after receipt of the data record in the EDA User Portal, the review of the message is negative (e.g. wrong sequence of process steps), the message is nonetheless sent to the recipient and is displayed in the EDA User Portal process monitor. The status of the process in the EDA User Portal process monitor does not change. The process is still executable and the sender can continue to send messages to the process.

ad 2.b. If the EDA User Portal cannot decode the data record or if the data format cannot be adhered to, the message is not sent to the recipient. The error during transmission is displayed on the EDA communication platform. The status of the process in the EDA User Portal process monitor does not change. The process is still executable (as if no message had been received). The sender can continue to send messages to the process.

5.8.2 Identification of faulty processes and possibility of manual actions and receipt of messages

The incoming and outgoing process steps are presented on the process monitor. Errors may occur when sending and receiving process steps (e.g. process steps sequence not adhered to, recipient does not exist, etc.). All faulty process steps are identified by warning notices in the “process monitor”. By clicking on the magnifying glass icon, (see Figure 41), the details of

6 Contact

Our customer service is a point of contact for any inquiries regarding registration, processes and functionalities of the EDA User Portal.

Contact information:

- E-mail: kundenservice@eda-portal.at
- Hotline: +43 1 9092829 433
- Website: www.eda.at