



# **EECS Electricity Scheme Domain Protocol**

**for  
Cyprus**

Prepared by Transmission System Operator, Cyprus

Based on EECS Rules Release 7

Release 1



# EECS Electricity Scheme Domain Protocol



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## A Introduction

The framework specified in the EECS Rules and the detailed procedures and conditions specified in this Domain Protocol have the main objective of ensuring robustness and transparency in the facilitation of the EECS Electricity Scheme for all Scheme Participants.

Explanatory text is for information only, and is in italics.

Important contact information is provided in Annex 1.

## B Background

### B1 Purpose

- B.1.1. This Domain Protocol sets out the procedures, rights, and obligations for the administration of EECS within a specific Domain and relating to certain EECS Products.
- B.1.2. This Domain Protocol is made binding between the Scheme Participant and Transmission System Operator of Cyprus (TSO-Cy) by agreement in the form of the Standard Terms and Conditions.
- B.1.3. The objective is to ensure an acceptable level of robustness and transparency in the facilitation of the EECS Electricity Scheme for all Scheme Participants.
- B.1.4. A Domain Protocol promotes quality and clarity, as it:
  - makes local rules transparent;
  - provides clear information to all stakeholders (consumers, market parties, other members, government, the EU Commission etc.);
  - facilitates assessment of compliance and permissible variance from EECS rules;
  - facilitates audit; and
  - translates local rules into a single format and language, supporting each of the above.

## B2 Scope

B2.1 This Domain Protocol sets out the procedures, rights and obligations:

- which apply to the Domain of Cyprus and
- relate to the EECS Electricity Scheme (as defined in section N of the EECS Rules) and
- the following EECS Product(s): EECS-GO (Guarantee of Origin), including EECS-GO RES and EECS-GO HECHP

## B3 Roles and Responsibilities within the Domain

B.3.1 The roles and the corresponding responsible organisations within the Domain of Cyprus are given in the table below. Roles are determined based on Annex 1. The responsibilities that come with each role are defined in the EECS Rules.

Role	Responsible organisation	Notes
Competent Authority	CERA	CERA is the designated Competent Authority in Cyprus according to the relevant law (see C.1). It has appointed TSO-Cy as the Authorised Issuing Body, and TSO-Cy and EAC to be the Measurement Bodies (see Annex 1 for details). CERA retains a supervisory role for the Cyprus (EECS) GO system.
Authorised Issuing Body	TSO-Cy	TSO-Cy is the Authorised Issuing Body in the Cyprus (EECS) GO system (see C.1).
Central Monitoring Office (CMO)	TSO-Cy	TSO-Cy is responsible for administering the operation of the Cyprus GO Registry (the EECS Registration Database for the domain of Cyprus).
Measurement Body	TSO-Cy	For all RES-E and for all HE-CHP the Measurement Body is the TSO-Cy.
Production Registrar	TSO-Cy	The TSO-Cy is responsible for assessing applications to register, in the EECS Registration Database, Production Devices for the purposes of a GO.
Production Auditor	TSO-Cy	
Member's Agent	DSO-Cy	For RES-E only: DSO-Cy carries out the duties of the Measurement Body, for Productions Devices with installed capacity equal to or lower than 8 MW.
Registry Support	EXERGIA S.A.	Exergia S.A. developed the Cyprus GO Registry web application and provides support for the Registry's software and database infrastructure under contract with TSO-Cy and acting on its behalf in performing the above-described duties.

## B.3.2 Description of software used for Cyprus Registry

The Cyprus GO Registry is operated and administered by TSO-Cy.

The Cyprus GO Registry software was developed in 2010 and is actively supported by Exergia S.A. There have been numerous upgrades since then in response to evolving needs and requirements set by TSO-Cy. As part of the process of TSO-Cy becoming a member of AIB, will be upgraded so that it may act as the Cyprus EECS Registration Database interoperating with the AIB-HUB.

The website address of the Cyprus Registry for GOs is <https://gocy.dsm.org.cy>

The Cyprus GO Registry was developed as a Microsoft ASP.NET Web Application relying on Microsoft SQL Server 2008R2 for data persistence.

Appropriate security measures are in place to safeguard the Cyprus Registry and its data. These include physical and network security measures, real-time data replication and disaster recovery provisions, full (daily, weekly, monthly) and incremental (half-hourly) automatic backups, per-record edit history logs, a system-wide audit-trail/manual recovery log, OS, SQL Server, and firewall logs, secure communications technology (SSL/HTLS), 3D Secure protection for electronic payments, appropriate access control, strong non-recoverable (securely hashed) passwords, a secure password resetting procedure, and protection against SQL injection, cross-site scripting (XSS), cross-site request forgery (CSRF), buffer overflow and other kinds of attacks.

Database entries are kept for at least 10 years.

## B.4 General

B.4.1 The EECS Rules and its subsidiary documents take precedence over this document except as stated in section C.5 of this document.

B.4.2 The definitions used in this Domain Protocol shall have the meaning ascribed to them in the EECS Rules except as stated in section C.5 of this document.

B.4.3 Retention of printed and electronic information regarding registries and data

TSO-Cy retains printed and electronic information received in relation to its role as the Issuing Body for no less than 10 years.

## C Overview of national legal and regulatory framework

### C.1 EECS Certificate systems

C.1.1. For this Domain, the relevant local enabling legislation is as follows:

For RES-E GOs:

- Law N.112(I)/2013 implementing Directive 2009/28/EC into national legislation
- Note: Law N.33(I)/2003 was enacted for harmonisation with Directive 2001/77/EC. This law and its amendments are now replaced by law 112(I)/2013. Cyprus Energy Regulatory Authority (CERA) Decision No. 6271/2008 published on 12 Sept 2008
- Cyprus Energy Regulatory Authority (CERA) decision No. 02/2010 published on 8 Oct 2010, available (in Greek only) at <https://gocy.dsm.org.cy/docs/RES.pdf>

- Cyprus Energy Regulatory Authority (CERA) decision No. 857/2013 published on 15 March 2013, which modifies decision No. 6271/2008.

For HECHP GOs:

- Law N.174(I)/2006 and subsequent amendments. This law was enacted for harmonisation with Directive 2004/8/EC. Harmonisation with Directive 2012/27/EU is under process.
- Regulative Administrative Act No. 185/2012 published on 25 May 2012, available (in Greek only) at <https://gocy.dsm.org.cy/docs/CHPreg.pdf>

According to the above legislation, the Authorised Issuing Body for the issuing, cancelling or withdrawing of GOs is the TSO-Cy. The TSO-Cy is also responsible for operating and administering the EECS Registration Database of Cyprus. CERA is responsible for supervising the whole process for GOs and handling/ dealing with complaints.

CERA is also responsible for recognising RES-EGOs issued in other member states of the EU, whereas the Ministry of Energy, Commerce, Industry and Tourism is the responsible body for recognising, after consultation with CERA, the GOs from HECHP issued in other member states of the EU.

Technical information for Registrants as well as guidelines for using the Cyprus Registry are included in the Technical Guides published at the Registry website at [https://gocy.dsm.org.cy/docs/TechManualRES\\_en.pdf](https://gocy.dsm.org.cy/docs/TechManualRES_en.pdf) for RES-E installations, and at [https://gocy.dsm.org.cy/docs/TechManualCHP\\_en.pdf](https://gocy.dsm.org.cy/docs/TechManualCHP_en.pdf) for HECHP installations.

- C.1.2. Evidence that the Authorised Issuing Body (Member) has been properly nominated as a Competent Authority or has been properly appointed to issue certificates for an ICS

#### GOs for RES

Law 112(I)/2013 clause 26 provides that CERA determines the Authorised Issuing Body for RES GOs, CERA's decision No, 6271/2008 published on 12 September 2008 (issued under Law 33(I)/2003) appoints the TSO-Cy as the Authorised Issuing Body for RES GOs from production devices on the Transmission System. Decision 857/2013 which modifies decision No. 6271/2008, and appoints the TSO-Cy as the Authorised Issuing Body for RES GOs from production devices on both the Transmission and the Distribution System.

#### GOs for HECHP

Clause 2(1) of Law N.174(I)/2006 provides that the TSO-Cy is the Authorised Issuing Body for HECHP GOs.

## C.2 National Electricity Source Disclosure

### C2.1 Legislation and regulation:

Disclosure of the energy mix is provided under Law N.211(I)/2012, which amends Law. N.122(I)/2003 ("Law Regulating the Electricity Market in Cyprus"). CERA is responsible for ensuring that the suppliers disclose the requested information to their customers.

Law 112(I)/2013 implementing Directive 2009/28 is defining the use of GOs for disclosure only.

Supplier fuel mix disclosure itself, was implemented by the Cyprus Energy Regulating Authority (CERA) with **Decision 1279/2015**, dated 12/5/2015. The regulation is made of two parts: 1) A calculation methodology for the national and supplier energy mix and 2) A technical manual for the calculation of the national and supplier energy mix and the Disclosure of Supplier energy mix.

The title of the Decision is the following:

'Calculation methodology of the electricity energy mixture of Cyprus and the energy mixture of suppliers and Technical Manual for the calculation of the electricity energy mixture of Cyprus and Suppliers and the Disclosure of energy mixture of electricity suppliers.'

### C2.2 Summary of the disclosure methodology and process:

The methodology is based on the RE-DISS II Issuance based method, and provides for both suppliers and production mix disclosure. GOs and the Residual Mix are the only accepted evidence for proving the source of electricity.

### .C2.3 Residual Mix:

Residual Mix is used for disclosing electricity for which GOs has not been issued, i.e electricity from fossil fuels and from RES without GOs. The European Attribute Mix is used to balance any deficit/surplus of the national residual mix due to export/import of GOs.

## C.3 National Public Support Schemes

The Cyprus government has launched in 2004 public Support Schemes for RES-E, based on feed-in tariffs. The Support Schemes are applied until today, and the feed-in tariff is determined by the Cyprus Energy Regulatory Authority (CERA). All support schemes are available (in Greek only) at [www.cie.org.cy](http://www.cie.org.cy)

The Support Schemes are prepared and administered by the Ministry of Energy, Commerce, Industry and Tourism under the "Special Fund for the promotion of RES and Energy Conservation". The "Special Fund" was established in 2003 under Law N.33(I)/2003 and now it is functioning under Law 112(I)/2013.

In 2012 the government has launched the "net metering" scheme for domestic photovoltaics,

## C.4 Additional relevant information (and documents)



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GOs issued prior to the acceptance in AIB will remain in owners' account until they are used or until they expire.

In the course of the TSO-Cy application to AIB and the implementation of Disclosure regulation in Cyprus, a non-transferable support certificate, 'copy' of the EECS GO, is going to be issued by the Electronic Registry to be used exclusively as proof for payment by the Special Fund. The EECS GO itself will remain in the Producers account, available to be traded in order to be used for Fuel Mix Disclosure within or outside Cyprus.

Draft regulation for disclosure, extended excerpts from Laws and Regulating Decisions in English, and a descriptive document on existing Support Schemes in Cyprus are submitted with the domain protocol.

Imported non EECS GOs could be accepted in the registry. They will be earmarked so that it will not be possible to export them into an EECS Domain.

## C.5 Major deviations from the EECS Rules

1. Registration of production devices does not expire; however, there is a requirement for a mandatory on-site audit no later than five years since the previous one.
2. No regulatory provision for TSO to recover the cost of securing the agreement of another account holder to the withdrawal of GOs in case these GOs cannot be withdrawn from the defaulting transferables account
3. Producers have 60 days after the end of the reference period to apply for a GO. This will be changed in the course of making the Registry fully compatible with the AIB Hub.

## D Registration

### D1. Registration of participants

#### D.1.1. Applications

EECS Participant is an EECS Account Holder and/or an EECS Registrant.

EECS Account Holders in the Cyprus domain can only be of the following two categories:

1. **Producers**, i.e.: Owners of RES and HECHP Production Devices located in Cyprus.
2. **Suppliers**, i.e. Electricity suppliers licensed to operate in Cyprus.

Only Producers can be EECS Registrants (i.e. have Production Device(s) registered in their name) in the Cyprus Domain. Producers may only register Production Devices they own.

The application for registration of EECS participants is given in Annex 2. The application is submitted online. Submission of application is only possible if the applicant accepts the Registry's Standard Terms and Conditions.



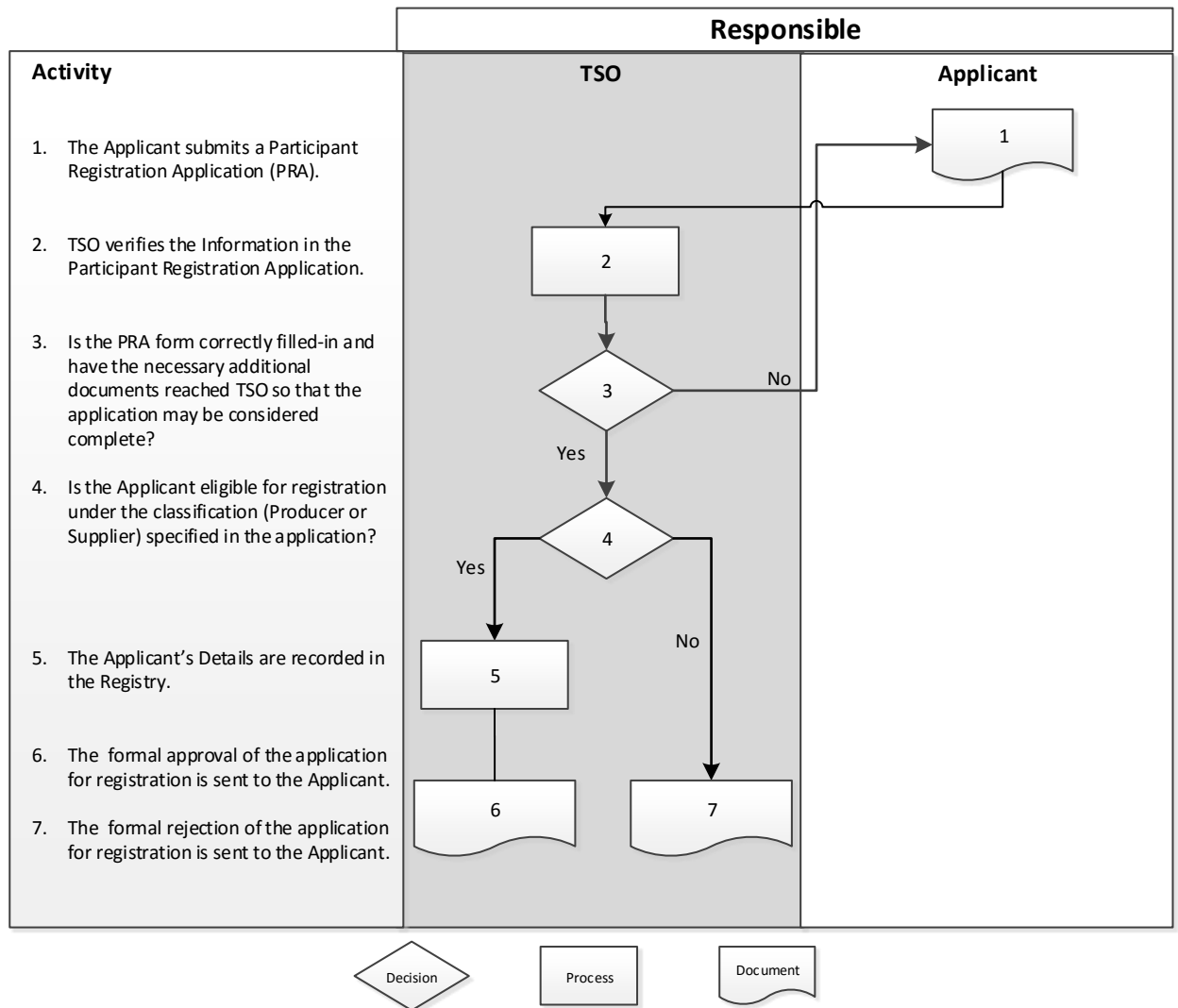


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A participant registration application is considered complete if, in addition to the corresponding web form being correctly filled in and successfully submitted, the following documents, if applicable, have also been received by TSO-Cy either in hard copy or in electronic format:

1. Certificate of Company Registration issued by the Department of Registrar and Official Receiver (legal persons only)
2. Certificate of Company Directors (legal persons only) issued by the Department of Registrar and Official Receiver
3. List of users authorised to act on behalf of the participant issued by the company directors (legal persons only)
4. The applicant must also fill in and attach a Know-Your-Customer questionnaire prepared by the AIB (see Annex 7). The purpose of this document is to protect the EECS markets from VAT frauds.
5. Any other document TSO-Cy considers relevant to establish the identity and reliability of the EECS Participant.



*Figure 1 Participant Registration Process*

TSO-Cy processes participant registration applications within a period of ten (10) working days counting from the day that the application is deemed to have been complete in accordance with the above requirements. If all requirements for registration are met, the application will be accepted. If information is found to be incomplete or missing, TSO-Cy may return the application to the applicant so that it may be amended and re-submitted after any problems have been resolved; alternatively, TSO may, upon communicating with the applicant, decide to keep the application on hold until the applicant submits any missing documentation. If it is concluded from the information supplied that the applicant is not an eligible participant, the application will be rejected.

The differences between the procedure for registering Producers and the procedure for registering Suppliers are:

1. Once an application for the registration of a Producer is submitted, the users authorised to act on its behalf will be able to apply for the registration of its production devices.
2. Acceptance of the registration application of a Supplier results in immediate registration. Approval of a Producer's application to register results in registration

only after at least one of its Production Device registration applications is also approved (ownership of a registered Production Device is a prerequisite for being registered as a Producer).

## D.1.2. Resignation – Suspension of registration

A participant may at any time request to be un-registered and TSO-Cy will expediently act upon this request. The request must be made in writing. Any GOs in the account to be closed, remain in the account until they expire. The account is closed only and immediately upon expiry of the remaining GOs.

TSO-Cy may also suspend a participant's registration should it be discovered that the conditions of registration are no longer valid.

In either case, it will be possible for TSO-Cy to re-instate the participant, after ensuring the conditions of registration are met.

While a participant's registration is suspended, the participant cannot (a) cancel, transfer or accept any GO, (b) apply for new GO, or (c) register additional production devices.

## D.1.3. Maintenance of standing data and error handling

Participants are required to keep their records in the Registry up to date. If their data changes, they should submit electronically a Data Modification Request (DMR). This is processed in a similar manner to the original registration application and if TSO-Cy approves it, the Registry's records are amended in accordance with the DMR. TSO-Cy is entitled by law to refuse to issue GOs unless all relevant data is correct.

TSO-Cy may also update a participant's record, upon detecting or being informed of any discrepancies.

Any changes, initiated either by the participant or by TSO-Cy, are recorded in the Registry's detailed audit log. Participants and TSO-Cy are automatically notified by the Registry for any submitted DMRs and their processing, as well as of any direct edits by TSO-Cy.

## D.2. Registration of production devices

### D.2.1 Application

A Producer that has already successfully applied or is applying to become a registered EECS participant, may apply to register one or more of its production devices. The application is submitted online. Submission of application is only possible if the applicant accepts the Registry's Standard Terms and Conditions.

The production device registration fee, as approved by the Cyprus Energy Regulating Authority (CERA), is shown on the application form, and the applicant has the option to pay it online by credit card, or by direct bank deposit.

The Production Devices must meet the qualification criteria set forth by AIB in the EECS Rules. To be qualified, Production Devices must:

- be situated in Cyprus

- be capable of producing electricity.

Furthermore, for the specific EECS products supported by this Domain Protocol, Production Devices must:

EECS Product		Additional criteria
RES-GO	when relating to energy source	Have the ability to produce electricity from renewable energy source(s)
CHP-GO	when relating to technology	Be capable of High Efficiency Cogeneration and conforming to the definition of a high efficiency cogeneration unit meeting the criteria laid down in Annex II of the Cogeneration Directive

No Independent Criteria Schemes (ICS) exist in the domain of Cyprus.

The registration form for RES production devices is given in Annex 3 and for HE-CHP devices in Annex 4. Additionally, the Producer must submit to TSO-Cy:

1. A detailed Installation diagram clearly showing the Exit and Entry metering points, and also any Production Auxiliaries of the Production Device together with all possible sources of energy. Auxiliaries' consumption meters should also be indicated.
2. Details of the metering devices, as described in section E.3.
3. A Solemn Statement confirming the veracity of the information supplied as part of the application

The relevant registration fee for the Production Device registration application must be paid and its payment verified, before TSO proceeds with the on-site inspection of the Production Device.

Once a production device is registered the information provided on the registration forms (see Annexes 3 and 4) are made public via the registry.

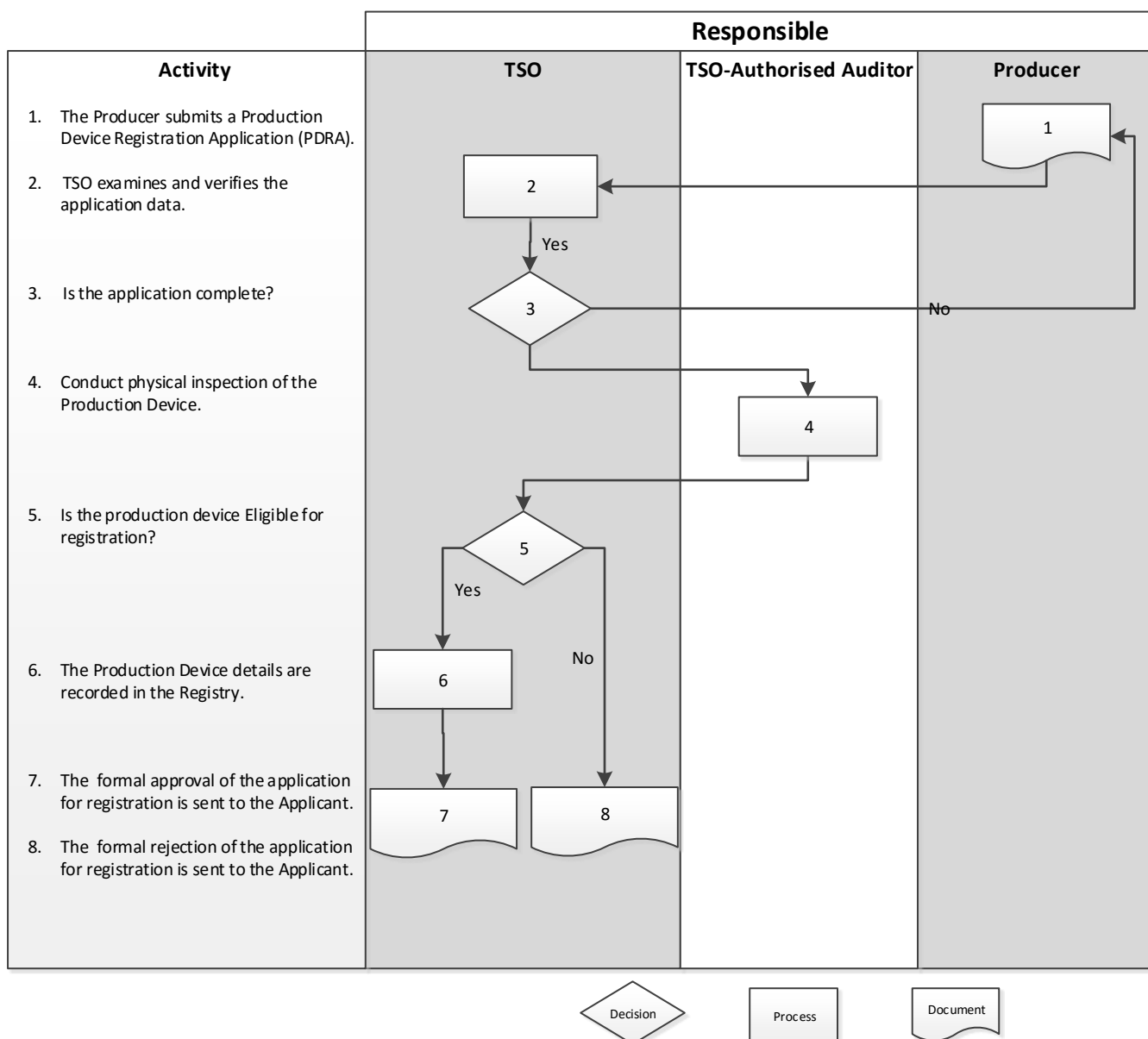


Figure 2 Production Device Registration Process

The processing of a production device registration application is divided in two stages:

- The first stage involves processing of the submitted data and registration fee payment verification. The timeframe for this stage should be completed by TSO-Cy within ten (10) working days. If TSO-Cy is satisfied that everything is in order, it proceeds to the second stage. If TSO-Cy finds out that information is missing or is false, it returns the application to the Producer indicating the additional documentation and information required. If it is concluded that the device is not eligible for registration, the application is rejected.

- The second stage involves the on-site inspection of the Production Device by TSO-Cy or a third-party authorized by TSO, as provided by relevant legislation. The timeframe for this stage is not to exceed thirty (30) working days. The Producer is obliged to allow and facilitate the inspection, providing any information requested by TSO-Cy or the authorized third-party, including access to the device records maintained by the Production Device Owner. The final decision on whether to accept or reject the registration application is made on the basis of the findings of the on-site inspection.

Thus, once TSO-Cy receives the correctly completed application and payment of the registration fee is verified, registration of the production device is completed within forty (40) working days.

The registration process is completed with the issuing of the unique Production Device identification number, and the assignment of the production device to the producer's account where certificates are going to be issued.

#### D.2.2. Resignation – Suspension of registration

A Producer may at any time request any of its Production Devices be un-registered and TSO-Cy will expediently act upon this request. The request needs to be made in writing.

TSO-Cy may also suspend a Production Device's registration should it be discovered that the conditions of registration are no longer valid.

In either case, it will be possible for TSO-Cy to re-instate the Production Device to its former status, at a future time, provided that the registration criteria are once again met and the Producer's latest verified communication with TSO-Cy indicates the Producer wishes the Production Device to be re-instated. Alternatively, the Producer has to submit a Data Modification Request and TSO-CY will proceed as indicated in D.2.4.

If a Production Device's registration is suspended, the Producer cannot apply for new GO to be issued for energy produced by this device during the time of suspension.

#### D.2.3. Initial inspection and subsequent audit of production devices

Production Devices are audited prior to their acceptance for registration in the Registry.

Audits are performed by TSO-Cy or by persons authorised for this purpose by the TSO-Cy, in accordance with the relevant legislation.

TSO-Cy has the right to perform random/unscheduled audits to registered Production Devices, in order to verify their compliance with the EECS Certification Scheme.

#### D.2.4. Maintenance of standing data and error handling

Registered Producers are required to keep information on their registered Production Devices up to date. If production device data changes, e.g. capacity increase, Producers have to submit electronically a Data Modification Request (DMR). This is processed in a similar manner to the original registration application and if TSO-Cy approves it, the Registry's records are amended in accordance with the DMR.



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TSO-Cy may also update a registered Production Device's record, upon detecting or being informed of any discrepancies. When deemed necessary, on-site inspections may be carried out before updating PD's records.

Any changes, initiated by either the registered entity itself or by TSO-Cy, are recorded in the Registry's detailed audit log. Producers and TSO-Cy are automatically notified by the Registry for any submitted DMRs and their processing, as well as of any direct edits by TSO-Cy.

If, at any time, TSO-Cy considers that the situation regarding a registered Production Device has changed in a manner that makes it ineligible to be registered for a specific EECS Product, its registration will be suspended.

#### D.2.5. Production devices located on border between domains

Production devices not entirely located in the domain of the Republic of Cyprus cannot be registered in the Registry.

## E Certificate Systems Administration

### E.1. Issuing EECS Certificates

EECS certificates can be issued in respect of the qualifying energy output of a registered Production Device during any period in which it was registered as qualifying for a given EECS Product, as described in D2.1 above, following the submission of a Production Declaration and a Consumption Declaration by the Producer that owns it; any GOs issued are initially placed in the Producer's Transferables Account.

A GO Certificate may not be issued for a specific unit of energy for which another GO Certificate with the same purpose has already been issued, lest that GO Certificate has been withdrawn.

EECS Certificates have a face value of 1 MWh

EECS Certificates shall contain all information described in the EECS Rules C3.5.4, (see Annexes 5 and 6)

For CHP GOs additional data items to be included are:

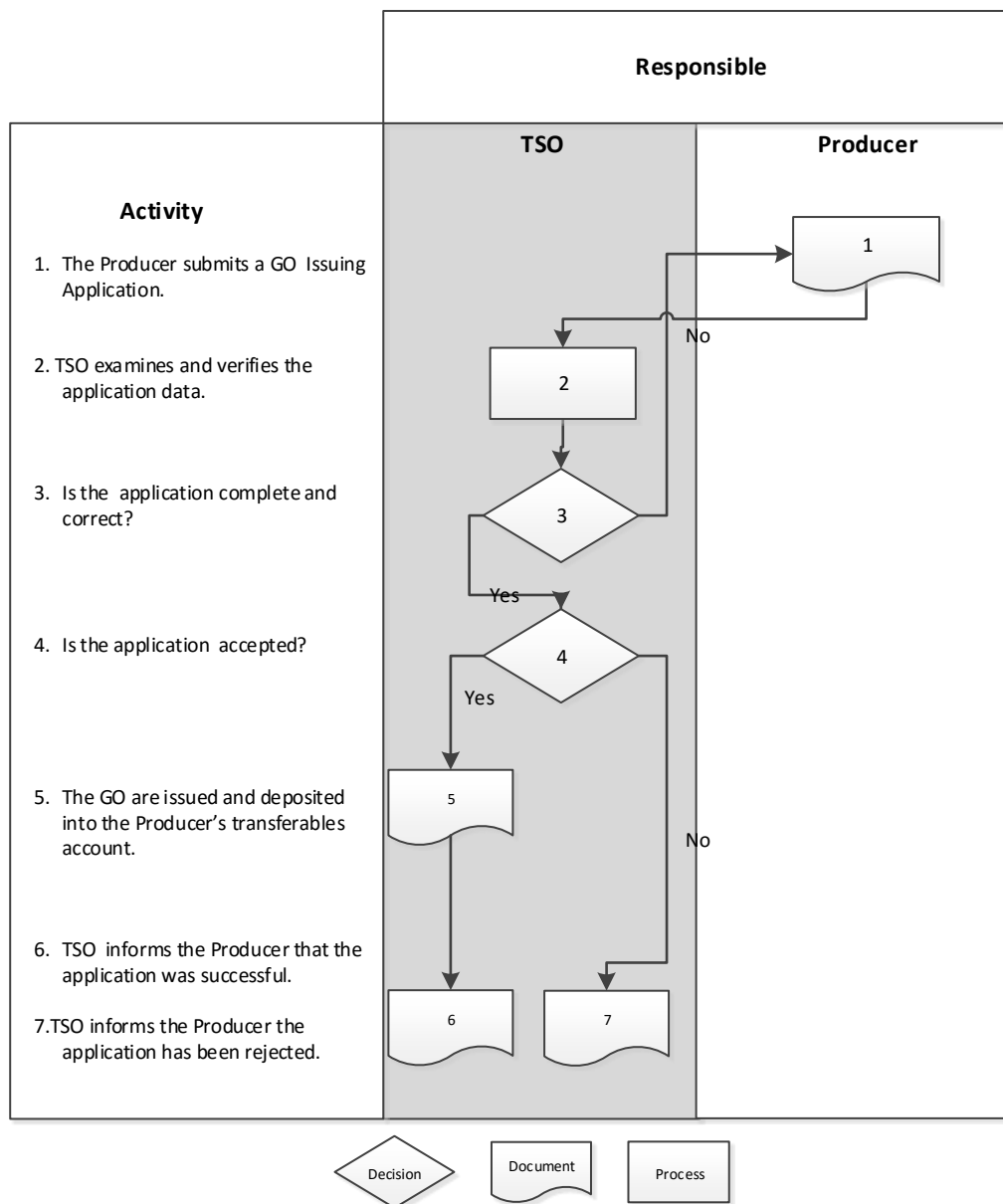
- CO2 emissions
- The use of heat
- The calorific values
- The primary energy savings

The application for the issuing of a GO can be submitted up until sixty (60) working days from the end of the Production Period, beyond this date a guarantee of origin will not be issued.

GOs issued prior to the acceptance in AIB will not be converted to an EECS GO. Instead, they will remain in owners' account until they are used or until they expire.



## E.2. Processes:



*Figure 3 GO Issuing Application Process*

GO Certificates are issued on the request of a Producer. Producers are given 60 working days after the end of the reference period to apply.

Once an issuing request is received a GO is issued within 20 working days.

GO Certificates are issued for the net amount of electricity produced.

EECS RES GOs are issued monthly for a production period of one calendar month on the basis of measurement values collected and verified by TSO-CY.

EECS CHP GOs are issued annually for a production period of one calendar year on the basis of measurement values collected and verified by TSO-CY.

In the case of HECHP plants using RES as power source (e.g. biogas from anaerobic fermentation, biomass, etc.), only one EECS RES GO or one EECS HECHP GO can be issued for the same MWh of electricity produced.

GOs are issued for the whole of a production period. If the production is not an integer number of MWh, then the remaining kWhs of energy are carried over to the next production period.

Issued certificates are registered in the Producer's transferables account. The Producer is automatically notified by e-mail.

Once issued, the details of an EECS Certificate cannot be altered or deleted except to correct an error.

### E.3. Measurement:

Only Production Devices equipped with metering devices certified by accredited laboratories are acceptable for registration in the EECS Registry. The Electricity Authority of Cyprus (Transmission and Distribution System Owner) operates an accredited metering laboratory centre and all electricity meters already installed in the Production Devices, have been certified by this laboratory.

Electricity metering equipment must satisfy the requirements and standards set forth in the Transmission and Distribution Rules (Grid Code) of Cyprus. The Transmission and Distribution Rules are available at [www.dsm.org.cy](http://www.dsm.org.cy).

All other metering equipment must satisfy the technical requirements set forth in the Technical Guides published at the Registry website at [https://gocy.dsm.org.cy/docs/TechManualRES\\_en.pdf](https://gocy.dsm.org.cy/docs/TechManualRES_en.pdf) for RES-E installations, and at [https://gocy.dsm.org.cy/docs/TechManualCHP\\_en.pdf](https://gocy.dsm.org.cy/docs/TechManualCHP_en.pdf) for HECHP installations.

### E.4. Energy storage (including pumped storage):

EECS GO Certificates may be issued only for electricity which is net of consumption of pumping. It is noted that at the present stage there are no pumped storage units installed in Cyprus.

### E.5. Combustion fuels (e.g. biomass):

Where the Production Device has multiple energy sources, the Producer declares the fuel use in the application Form for the Issuing of GOs. EECS-GOs are issued only for the electricity produced from the share of renewable energy sources which was consumed by the Production Device.

### E.6. Format

The Production / Consumption Declarations for the Issuing of EECS RES GO Certificates can be found in Annex 5 and for EECS HE-CHP GO Certificates in Annex 6. This is an electronic form which is filled in by the applicant directly through the Registry. All information supplied on the Production Declarations are transposed on the GO Certificates.

EECS Certificates shall be Issued in such format as may be determined by AIB from time to time.

## E.7. Transferring EECS Certificates

### E.7.1. Transfer initiation

The initiation of transfers is done by the selling account holder and executed immediately.

### E.7.2. Transfer process and confirmation

The transfer of certificates and the confirmation of that transfer is automated and in accordance to the provisions of EECS Rules Section D.8.1.2

After the Account Holder has initiated the transfer, the system instantly displays a message of whether or not the initiation has been successful.

The initiation of transfers is effected by the selling account holder. Only valid EECS GOs may be transferred. Cancelled, expired, and withdrawn certificates cannot be transferred. The transfer of certificates and the confirmation of that transfer is automated for transfers within the domain of Cyprus. The recipient and new owner of the GO is immediately informed of the transfer by email notification.

In transfers between Accounts in two different registries, the success of the transfer is subject to the verification process of the AIB HUB and the receiving registry. If the transfer is not successful, the certificates are returned to the original owner.

### E.7.3 Administration of malfunctions, corrections and errors.

In the event of a failure of minor validation during transfer, the registry operator will make reasonable effort to correct and make the transfer happen.

In the event of a complete failure of a transfer, the registry operator will reinstate the certificates in the seller's account investigate to facilitate another attempt.

In the event of impossible transfer for technical reasons, the registry operator will perform ex-domain cancellation if appropriate, subject to provisions of E8.1.

The registry operator will co-operate with others to manage any errors.

Where an obvious error has occurred and is agreed with the other involved registry operator, the registry operator will correct it even if it was not the issuer.

Nobody should gain financially as the result of a correction, a registry operator can recover its reasonable costs of corrective action (unless it was responsible for the error).

Furthermore, corrective actions described in E9 may also be applied for GOs.

## E.8. End of life of EECS Certificates

### E.8.1 Cancellation

Cancellation requests are normally initiated by the GO owner via the electronic registry and executed immediately.

Ex Domain cancellations are allowed when it is not technically possible to export Certificates to the cancelling Domain; they are subject to approval by TSO-CY and therefore not executed immediately. For EECS ex-domain cancellations, it is required that there will be an agreement between TSO-Cy and the concerned Electricity Scheme Member. When TSO-Cy enters into such a Cancellation

agreement with another Electricity Scheme Member, it will inform the AIB General Secretary within one month of doing so.

In all cases of cancellation, the Cancellation Request is submitted by the duly authorised personnel of the Account Holder and shall contain all information as provided by article C7.2.1 of the EECS Rules.

Cancellation is removing a Certificate from circulation. Once moved to a Cancellation Account, a Certificate cannot be moved to any other Account, and so is no longer tradable.

An EECS RES GO certificate is cancelled for disclosure of energy source mix.

An EECS HECHP GO certificate cannot be cancelled for disclosure of energy source mix.

## E.8.2 Expiry

GOs expire 12 months after the end of their Reference Period. This process is carried out automatically by the Registry.

## E.8.3 Withdrawal

GOs are not withdrawn except in situations outlined in E10.

## E.9: Administration of corrections and errors

Where an error is introduced into, or with respect to the life cycle of a Cyprus-issued EECS certificate, TSO-Cy will correct the error in or with respect to that EECS Certificate, so long as the GO have not been transferred out of the Cyprus domain; this may involve modification or withdrawal of the affected GO.

Where an error is introduced into, or with respect to the life cycle of, a non-Cypriot EECS certificate, TSO-Cy will seek the cooperation of the Issuing Body responsible for the domain whence the EECS certificate originated to resolve the error.

If TSO-Cy determines that an EECS Participant is in breach of the Product Rules or determines that a Production Device does not meet the Qualification Criteria for an EECS Product in relation to which it is registered, it shall:

- a) take such action as is necessary to secure that it is compliant with EECS Rules, such action to include, in a case of material non-compliance by the Registrant, the withdrawal of registration of the relevant Production Device for the purposes of that EECS Product; and
- b) notify the AIB of such breach where TSO-Cy is of the reasonable opinion that such breach could affect the transfer of EECS Certificates out of its EECS Registration Database into the EECS Registration Database of another Member.

TSO-Cy may alter or withdraw an EECS Certificate held in GO Registry to rectify an error which occurred prior to its transfer into the Account in which it is held at such time, provided:

- a) the Account Holder has consented;
- b) it is reasonably satisfied that any unjust enrichment of an EECS Participant as a consequence of such error has, to the extent reasonably practicable, been nullified; and

- c) it is reasonably satisfied that the alteration itself does not give rise to undue enrichment of the Account Holder.

## F Audit of Production Devices

### F1. First onsite inspection

Prior to the Production Device being registered in the TSO's registry, the TSO-Cy conducts an onsite inspection of the installation. According to the law, the inspection may be carried out by the TSO-Cy himself or authorized representatives of the TSO-Cy. The scope of the first onsite inspection is to confirm that all metering and other relevant equipment has not been altered in any way, and that the plant is operating as per the agreed specifications with the TSO. If the inspection is successful, TSO-Cy proceeds and registers the production installation in the Registry.

### F2. Subsequent onsite inspection

After the first onsite inspection, other infrequent onsite inspections may be conducted according to TSO-Cy's judgment. For purposes of re-confirmation of a Production Device's registration data, an audit will be carried out no later than 5 years from the previous audit. All Producers are obliged to allow TSO-Cy access at their production installation premises.

## G Change Control (see EECS Rules, section L)

### G1. Complaints

See G.2.

### G2. Disputes

Complaints and disputes are handled by TSO-Cy based on the legislation provisions. TSO-Cy exerts every effort to solve the complaint via direct discussions with the complaining party.

If the complaints /disputes cannot be solved via friendly consultation and discussion, the complaining party has the right to ask, within 7 days (acc. to legislation), the Cyprus Energy Regulatory Authority (CERA) to intervene. Treatment of the complaint/ dispute by CERA will be made in accordance with the general rules of administrative law and the specific provisions of the Law Regulating the Electricity Market in Cyprus (Ref. Article 3 of N.162(I)/2006).

### G3. Change requests

Any EECS Participant may propose a modification to this Domain Protocol.

Such a proposal must include a detailed description, including an exact specification of any proposed modification of this Domain Protocol and be passed in writing to TSO-Cy.

On receipt of such a request, TSO-Cy will:

- (a) Respond to the request within 10 working days, describing the procedures to be followed, and estimating when a reply can be expected;



# EECS Electricity Scheme Domain Protocol



- (b) Consult with the other EECS Participants within Cyprus
- (c) Decide whether the request and its consequences are in its opinion reasonable;
- (d) Inform the EECS Participants within Cyprus the outcome of this decision.

TSO-Cy may make such modifications to this Domain Protocol as are in its opinion necessary to the effective and efficient operation of the market.

Any modifications to this Domain Protocol are subject to approval by the AIB that such changes do not conflict with the Principles and Rules of Operation of the Association of Issuing Bodies (AIB) for The European Energy Certification System.

Implementation of modifications will be notified by email to the EECS Participant and will take effect on publication of the documentation on the website [www.aib-net.org](http://www.aib-net.org).

## H. Association of Issuing Bodies (AIB)

### H.1. Membership

TSO-Cy is a member of the Association of Issuing Bodies (AIB) and is bound by the quality standards of that Association for the international transfer of certificates. Continued membership is essential to facilitate international transfers of EECS Certificates.

In order to maintain the quality standard across the entire EECS network, all AIB members are subject to audit and periodic peer review.

Should TSO-Cy withdraw from AIB membership, it will give notice in writing to the EECS Market Participant in accordance with the Standard Terms and Conditions. As a consequence, all records in the EECS Registration Database will be locked at that effective date, no further Issuing will take place and all Production Devices will cease to be registered for the purposes of EECS:GO unless the EECS Registration Database is acquired by another service provider.

EECS Market Participants may complain in writing the General Secretary of AIB (and provide evidence substantiating such allegation) if they consider that TSO-Cy is in breach of any of the provisions of Product Rules in relation to EECS Products.

## Annex 1: Contacts List

### Authorised Issuing Body

Company name	TRANSMISSION SYSTEM OPERATOR – CYPRUS
Contact Person	Mr. ChristosToufexis
Address	Evangelistrias 68, 2057 Strovolos, Cyprus
Phone number	+357 22611611
Fax number	+357 22611666
Email address	<a href="mailto:ctoufexis@dsm.org.cy">ctoufexis@dsm.org.cy</a>
Company Website	<a href="http://www.dsm.org.cy">www.dsm.org.cy</a>

### Competent Authority

Company name	CYPRUS ENERGY REGULATORY AUTHORITY
Address	81-83 Griva Digeni Avenue, 3rd floor P.O.Box 24936, 1305 Nicosia, Cyprus
Phone number	+357 22666363
Fax number	+357 22667763
Email address	<a href="mailto:info@cera.com.cy">info@cera.com.cy</a>
Company Website	<a href="http://www.cera.org.cy">www.cera.org.cy</a>

### Authorised Measurement Bodies

For RES plants with installed capacity equal to or smaller than a predetermined capacity (8MW at present), the Distribution System Operator (DSO) in Cyprus is the Member's Agent, as determined by CERA. DSO's duties include collection and verification of all electricity measurements of generating plants with installed capacity equal to or smaller than 8MW.

For RES plants with installed capacity greater than 8MW and for all HECHP plants the Authorised Issuing Body (TSO-Cy) carries out the above duties.

### Central Monitoring Office (CMO)

Same as Authorised Issuing Body.

## Registry support

Registry support is provided to TSO-Cy by external consultants. Their details are given below.

Company name	EXERGIA S.A
Contact Person	Mr. George Vlondakis
Address	Omirou&Vissarionos 1 106 72 Athens Greece
Phone number	+30 210 6996185
Fax number	+30 210 6996185
Email address	<a href="mailto:g.vlondakis@exergia.gr">g.vlondakis@exergia.gr</a>
Company website	<a href="http://www.exergia.gr">www.exergia.gr</a>

## ICS Scheme Operator

Not applicable

## Production Registrars

Same as Authorised Issuing Body.

## Production Auditors

Same as Authorised Issuing Body.

Details of designated external Production auditors are provided on [www.dsm.org.cy](http://www.dsm.org.cy).

## Measurement Bodies

Same as Authorised Issuing Body.

Member's Agent (for RES-E equal to or smaller than 8MW)

Company name	ELECTRICITY AUTHORITY OF CYPRUS
Contact Person	Distribution System Operator Director
Address	11 AmfipoleosStr., 2025Strovolos, Cyprus
Phone number	+357 22 201000
Fax number	+357 22 201020
Email address	<a href="mailto:eac@eac.com.cy">eac@eac.com.cy</a>
Company Website	<a href="http://www.eac.com.cy">www.eac.com.cy</a>





# EECS Electricity Scheme Domain Protocol



## Annex 2: Participant Registration Form

Registry: EECS RES/HE-CHPGO Registry of Cyprus

Company name:

Legal status:

Address:

Location:

Postcode:

Country:

Telephone number 1:

Telephone number 2:

Fax:

Category:

Additional notes:

## Annex 3: RES Production Device Registration Form

Registry: EECS RES GO Registry of Cyprus

Owner:

Owner's address:

Tax registration number:

Name of the installation:

Installation code:

Meter code:

Location:

Postcode:

El. capacity (MW):

Year of commissioning or of last significant retrofitting:

Technology (with EECS Fact Sheet 5 codes):



# EECS Electricity Scheme Domain Protocol



Fuels (if applicable)

Fuels (with EECS Fact Sheet 5 codes)	Quantity (tonnes or m <sup>3</sup> )	Energy source lower calorific value (MJ / Fuel Qty)	Energy source % contribution to total energy input

CERA licence number:

Public Support Schemes (with EECS Fact Sheet 3 codes):

Additional notes:

<p style="text-align: center;"><b>Supporting documents:</b></p> <p>Installation schematics:</p> <p>Solemn Statement:</p>
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## Annex 4: HE-CHP Production Device Registration Form

Registry: EECS HE-CHP Registry of Cyprus

Owner:

Owner's address:

Tax registration number:

Name of the installation:

Installation code:



# EECS Electricity Scheme Domain Protocol



Meter code:

Location:

Postcode:

Electrical capacity (MW):

Year of commissioning or of last significant retrofiting:

CHP technology (with EECS Fact Sheet 5 codes):

Output voltage:

Thermal output type:

Fuels

Fuels (with EECS Fact Sheet 5 codes)	Quantity (tonnes or m <sup>3</sup> )	Energy source lower calorific value (MJ / Fuel Qty)	Energy source % contribution to total energy input	CO <sub>2</sub> emmissions (kg/GJ)

Own Electrical consumption (%):

Electrical efficiency (%):

Thermal efficiency (%):

CERA licence number:

Public Support Schemes (with EECS Rules Fact Sheet 3 codes.):

Additional notes:

Supporting documents:
Installation schematics:
Solemn Statement:



# EECS Electricity Scheme Domain Protocol



## Annex 5: RES GO Production / Consumption Declaration

Registry: EECS RES GO Registry of Cyprus

Purpose: Guarantee of Origin RES

Country of issue: Cyprus

Producer:

Owner's address:

Tax registration number:

Installation name:

Installation code:

Meter code:

Location:

Postcode:

El. capacity (MW):

Date of construction or last significant retrofitting:

Technology (with EECS Fact Sheet 5 codes):

Fuels (if applicable)

Fuel (with EECS Fact Sheet 5 codes)	Quantity (tonnes or m <sup>3</sup> )	Energy source's lower heating value (MJ / Fuel Qty)	Energy source % contribution to total energy input

Reference period:

Total amount of electricity produced during the reference period (MWh):

Total amount of electricity consumed during the reference period (MWh):

Total amount of electricity that was supplied to the transmission or distribution system (MWh):

Total amount of electricity generated from RES during the Reference Period (MWh):



# EECS Electricity Scheme Domain Protocol



Public Support Schemes (with EECS Rules Fact Sheet 3 codes.):

Other Certificates with Other Purpose issued (related to the same energy):

Additional notes:

## **Annex 6: HE-CHP GO Production / Consumption Declaration**

Registry: EECS HE-CHP GO Registry of Cyprus

Purpose: Guarantee of Origin HE-CHP

Country of issue: Cyprus

Producer:

Owner's address:

Tax registration number:

Installation name:

Installation code:

Meter code:

Location:

Postcode:

El. capacity (MW):

Date of construction or last significant retrofitting:

CHP technology (with code according to EECS Fact Sheet 5):

Reference period:

Output voltage of production device:

Thermal output type:

Electricity to heat ratio :

Heat produced along with electricity (MWh):

Produced heat use:

Total amount of electricity produced during the reference period (MWh):

Total amount of electricity consumed during the reference period (MWh):

Total amount of electricity that was supplied to the transmission or distribution system (MWh):



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Total amount of electricity produced by HE-CHP during the reference period (MWh):

Fuels:

Fuel (with EECS Fact Sheet 5 codes)	Quantity (tonnes or m <sup>3</sup> )	Energy source's lower calorific value (MJ / Fuel Qty)	Energy source % contribution to total energy input	CO <sub>2</sub> emissions (kg/GJ)

Ambient Temperature:

Exhaust gas Temperature:

Own electrical consumption (%):

Electrical efficiency (%):

Thermal Efficiency (%):

Total efficiency (%):

Reference electrical efficiency value for separate electricity production (%):

Reference thermal efficiency value for separate heat production (%):

Primary Energy Savings (%):

Public Support Schemes (with EECS Rules Fact Sheet 3 codes.):

Other Certificates with Other Purpose issued (related to the same energy):

Additional notes:

## Annex 7: CANCELTION STATEMENT

A cancellation statement concerns an EECS GO cancelled in accordance with the relevant provisions of the TSO-Cy Domain Protocol. It contains the information



# EECS Electricity Scheme Domain Protocol



contained within the GO (including its EECS identifier) ,as well as information regarding its cancellation:

Beneficiary of Cancellation

Country of Beneficiary (Cyprus, if not an ex-domain cancellation)

Type of Cancellation Beneficiary (Supplier, End Consumer),

Purpose of Cancellation (Support, Disclosure, Other)

Consumption Period in which the energy has or will be consumed

End Cosumer or End Consumer group.

## **Annex 8: AIB KNOW-YOUR-CUSTOMER QUESTIONNAIRE**

See separate attached document