

# NEMO – NOMINATION AND ENERGY MANAGEMENT ONLINE

## END USER MANUAL

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Status: DRAFT  
Issue Date: 27.11.2017

## Contents

<b>NEMO – NOMINATION AND ENERGY MANAGEMENT ONLINE</b> .....	1
END USER MANUAL .....	1
Version: 1.0.0 .....	1
Status: DRAFT .....	1
Issue Date: 05.10.2017 .....	1
SUMMARY .....	3
1. HOME PAGE .....	3
Website URLs.....	3
How to login .....	3
2. NOMINATIONS .....	6
Accessing the Nominations screen – you can do this either from the Home screen, or by clicking on the link at the top of the page: .....	6
Placing a nomination: .....	8
To Reset .....	8
3. UNBUNDLED CAPACITY .....	8
Accessing the Unbundled Capacity screen .....	9
Purchasing Unbundled Capacity.....	9
4. REPORTING .....	10
5. ADMINISTRATION .....	12
6. MAINTENANCE.....	17

## SUMMARY

This User Manual includes information on the NEMO (Nomination and Energy Management Online) functionality from an end user and end user administrator point of view. This document assumes an understanding of the basic principles behind nominating on behalf of the company you work for.

The manual is designed to support the usage and management of Nemo, as well as provide an overview of available features and functions, such as:

- Nominations
- Unbundled Capacity
- Contracts / Rights

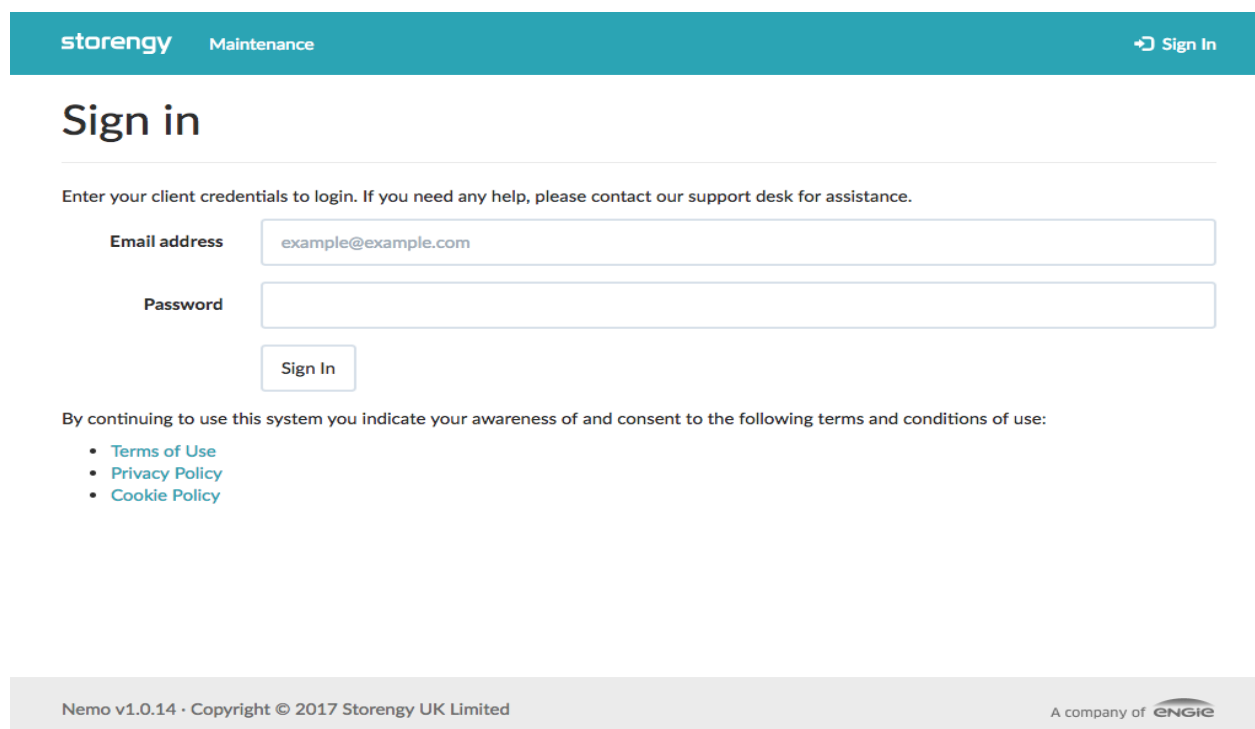
### 1. HOME PAGE

Website URLs

Environment	URL
Live	<a href="https://nemo.storengy.co.uk/">https://nemo.storengy.co.uk/</a>
Test	<a href="https://nemo-test.storengy.co.uk/">https://nemo-test.storengy.co.uk/</a>

How to login

Open your browser and navigate to the appropriate Nemo URL (see above):



storengy Maintenance → Sign In

## Sign in


Enter your client credentials to login. If you need any help, please contact our support desk for assistance.

Email address

Password

By continuing to use this system you indicate your awareness of and consent to the following terms and conditions of use:

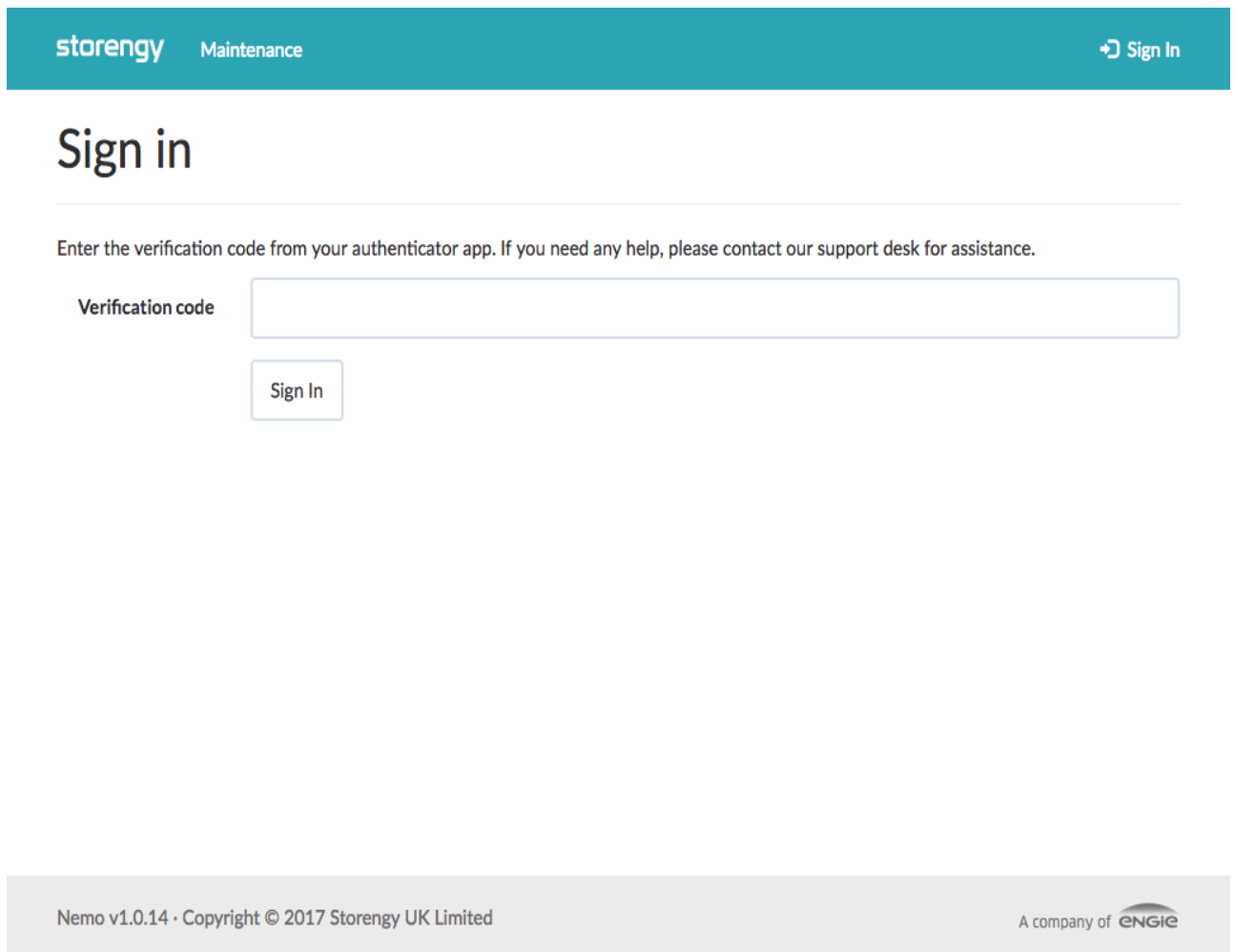
- [Terms of Use](#)
- [Privacy Policy](#)
- [Cookie Policy](#)

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- Enter your email address and password

- Click on Sign In

If your account is set up to use two factor authentication:



The screenshot shows the Storengy web interface. At the top, there is a teal header bar with the 'storengy' logo on the left, the word 'Maintenance' in the center, and a 'Sign In' button with a right-pointing arrow on the right. Below the header, the main heading 'Sign in' is displayed in a large, bold font. Underneath the heading, a horizontal line separates it from a paragraph of instructions: 'Enter the verification code from your authenticator app. If you need any help, please contact our support desk for assistance.' Below this text is a form with a label 'Verification code' on the left and a large, empty rectangular input field on the right. Below the input field is a 'Sign In' button. At the bottom of the page, there is a light grey footer bar containing the text 'Nemo v1.0.14 · Copyright © 2017 Storengy UK Limited' on the left and 'A company of ENGIE' with the ENGIE logo on the right.

- Enter the verification code from your authenticator app
- Click on Sign In

If your sign in was successful, you will see the home page:

# Home

Contract

## Stock

Your balance is 500,000 kWh

[View transactions](#)

## Nominations (Today)

Type	Injection (kWh)	Withdrawal (kWh)
Firm	–	60,000
<b>Total</b>	–	<b>60,000</b>

[Place nomination](#)

## Scheduling Notices

No scheduled cutbacks

[View nominations](#)

## Unbundled Capacity

Date	Injection		Withdrawal	
	Amount (kWh)	Price (p/thm)	Amount (kWh)	Price (p/thm)
5 October 2017	–	1.2	100,000	1.2
6 October 2017	495,000	1.2	900,000	1.2
7 October 2017	–	–	–	–
8 October 2017	–	–	–	–
9 October 2017	–	–	–	–
10 October 2017	–	–	–	–
11 October 2017	–	–	–	–

[Purchase unbundled capacity](#)

## UIOLI

Date	Injection		Withdrawal	
	Amount (kWh)	Price (p/thm)	Amount (kWh)	Price (p/thm)
5 October 2017	10,810,000	–	1,940,000	–
6 October 2017	1,000,000	–	1,000,000	–

[Place nomination using UIOLI](#)

On the Home screen, you have a snapshot of the options available to you, namely:

- **Your Contract:** clicking on “View” will take you through to the details of your contract.
- **Stock:** the current stock level of the contract is displayed here. Clicking on “View Transactions” will take you through to view your transactions;

- **Nominations for the day:** clicking on “Place nomination” will take you to the nominations screen;
- **Scheduling notices:** Here you would see any scheduled cutbacks; clicking on “View Nominations”, would take you to the nomination report screen, where you would be able to see details of any cutbacks, per nomination;
- Available **unbundled capacity:** clicking on “Purchase Unbundled Capacity will take you to the Unbundled Capacity page;
- **UIOLI:** here you can see available capacity to purchase via UIOLI; clicking on “Place nomination using UIOLI” will take you to the Nominations screen.

## 2. NOMINATIONS

Accessing the Nominations screen – you can do this either from the Home screen, or by clicking on the link at the top of the page:

storengy
Nominations
Unbundled Capacity
Maintenance
Reports ▾
Administration ▾
🔍 🏠

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# Home

Contract Example Customer (EXAMPLE) ↕ View

**Stock**  
Your balance is 500,000 kWh  
[View transactions](#)

---

**Nominations (Today)**

Type	Injection (kWh)	Withdrawal (kWh)
<b>Total</b>	–	–

Place nomination

---

**Scheduling Notices**

No scheduled cutbacks

**Unbundled Capacity**

Date	Injection		Withdrawal	
	Amount (kWh)	Price (p/thm)	Amount (kWh)	Price (p/thm)
3 October 2017	677,537	3.2	–	–
4 October 2017	–	–	–	–
5 October 2017	–	–	–	–
6 October 2017	–	–	–	–
7 October 2017	–	–	–	–
8 October 2017	–	–	–	–
9 October 2017	–	–	–	–

# Nominations

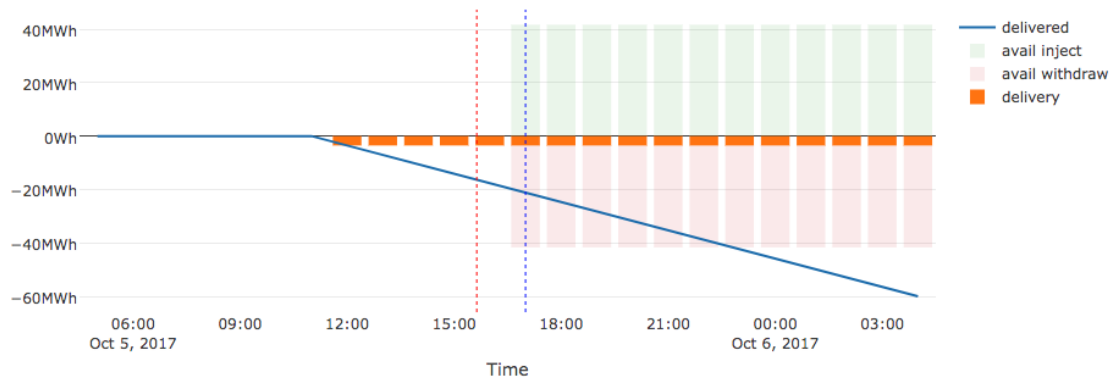
Date:  Contract:

Stock balance: 500,000 kWh (at end of gas day 4 October 2017)

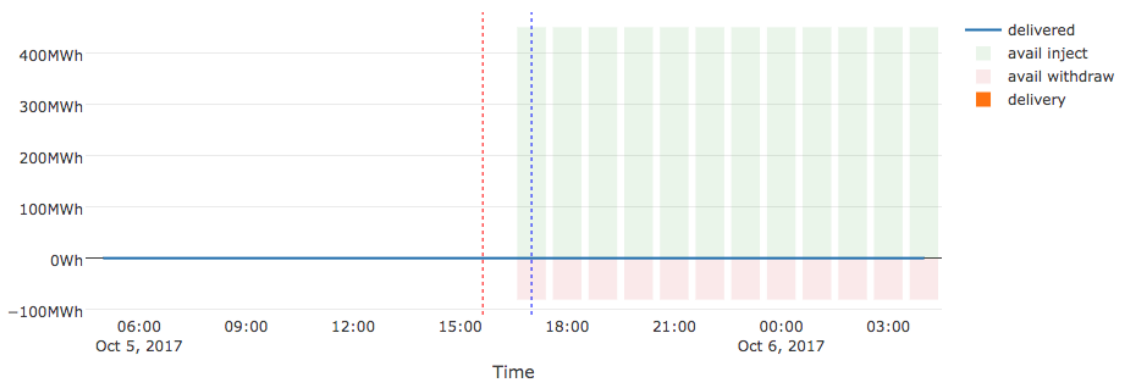
Type	Injection (kWh)	Withdrawal (kWh)	Max Injection (kWh)	Max Withdrawal (kWh)
Firm	<input type="text"/>	<input type="text" value="60,000"/>	478,824	521,176
UIOLI	<input type="text"/>	<input type="text"/>	5,310,000	810,000

## Forecast

Firm



UIOLI



Hour	Start	End	Firm		UIOLI	
			Delivery (kWh)	Delivered (kWh)	Delivery (kWh)	Delivered (kWh)
0	05:00	06:00	0	0	0	0
1	06:00	07:00	0	0	0	0
2	07:00	08:00	0	0	0	0
3	08:00	09:00	0	0	0	0

Placing a nomination:

- Enter the amount you wish to inject into the Injection box;

*Note:* You cannot nominate more than your available injection / withdrawal rights

- Select Nominate button if you wish to nominate;
- Select Forecast, if you wish to preview your nomination in the graph area.

If your nomination is successfully placed, you will see this success message:

Your nomination was successfully placed.

If your nomination is unsuccessful, you will see this error message:

One or more of your nomination(s) were not placed because they would be cutback:

- Firm: The specified nomination was cutback to remain within flow capacity limits

The nomination(s) shown below are set to the highest available injection/withdrawal. Click Nominate to place the proposed nomination(s)

*Note:* If your nomination is unsuccessful:

- The system will tell you **why** your nomination is not accepted
- The system will automatically populate / suggest the available value you can inject

To Reset

By clicking the Reset button, you will reset the screen for the respective day. This will not invalidate a placed nomination.

### 3. UNBUNDLED CAPACITY

It will sometimes be possible for Storengy to offer customers the opportunity to purchase extra injection/withdrawal capacity. This offering is known as *Unbundled Capacity*, and it will be advertised on the home page and the Unbundled Capacity screen. Once purchased, this extra capacity is available immediately for nomination.



## Accessing the Unbundled Capacity screen

Contract: Example Customer (EXAMPLE) [View](#)

**Stock**  
Your balance is 500,000 kWh  
[View transactions](#)

**Nominations (Today)**

Type	Injection (kWh)	Withdrawal (kWh)
Total	—	—

[Place nomination](#)

**Scheduling Notices**  
No scheduled cutbacks  
[View nominations](#)

**Unbundled Capacity**

Date	Injection		Withdrawal	
	Amount (kWh)	Price (p/thm)	Amount (kWh)	Price (p/thm)
3 October 2017	717,392	3.2	—	—
4 October 2017	—	—	—	—
5 October 2017	—	—	—	—
6 October 2017	—	—	—	—
7 October 2017	—	—	—	—
8 October 2017	—	—	—	—
9 October 2017	—	—	—	—

[Purchase unbundled capacity](#)

Either

- Select Unbundled Capacity from the navigation bar or
- Click the "Purchase unbundled capacity" link on the home page

### Purchasing Unbundled Capacity

*Note:* Not all contracts have the ability to purchase unbundled capacity. If you do not see the option to enter an amount, please contact your account manager.

- If you have multiple contracts, select the appropriate contract;
- Enter the amount of injection/withdrawal to purchase for each day into the appropriate boxes;
- Click "Quote" to see the chargeable amount.

## Unbundled Capacity

Date	Injection			Withdrawal		
	Amount (kWh)	Price (p/thm)	Subtotal	Amount (kWh)	Price (p/thm)	Subtotal
3 October 2017	500,000	3.2	£545.94	0		£0.00
4 October 2017	0		£0.00	0		£0.00
5 October 2017	0		£0.00	0		£0.00
6 October 2017	0		£0.00	0		£0.00
7 October 2017	0		£0.00	0		£0.00
8 October 2017	0		£0.00	0		£0.00
9 October 2017	0		£0.00	0		£0.00

You will be billed £545.94

Purchase

- Click the “Purchase” button on the page displayed.

You are then taken to the Nominations screen.

*Note:* After making a purchase you **must** place a new nomination in order to take advantage of the extra capacity.

## 4. REPORTING

In the Reporting section, you have three available reports, namely:

- The Nominations Report;
- The Transactions Report;
- The Stock report;

The Nominations report enables you to see all of the nominations for a given period of time (of your choice). The report enables you to check the date and time, and the type of nomination, as well as its status and any related cutbacks applied:

## Nominations

Start  End  Contract  View

Gas Day	Contract	Type	Amount (kWh)	Source	Time	User	Status	Cutback
5 October 2017	EXAMPLE	Firm	25,000	Manual	2017-10-05 10:43:40	Gareth Oakley	Scheduled	
5 October 2017	EXAMPLE	Firm	25,000	Manual	2017-10-05 10:44:03	Gareth Oakley	Scheduled	
5 October 2017	EXAMPLE	Firm	-60,000	Manual	2017-10-05 10:45:12	Gareth Oakley	Scheduled	

The Transactions Report enables you to see all the transactions completed for a given period of time (you can define this at the top of the page). Here, you will see the date of the transaction, the contract, the right, the type, amount, unit price and charge:

## Transactions

Start  End  Contract  View

Date	Contract	Right	Type	Amount (kWh)	Amount (thm)	Unit Price	Charge
<a href="#">1 October 2017</a>	EXAMPLE		Daily Charge	50,000,000	1,706,071	0p/thm	£0.00
<a href="#">1 October 2017</a>	EXAMPLE	Base	Injection	0	0	0.25p/thm	£0.00
<a href="#">1 October 2017</a>	EXAMPLE	Base	Withdrawal	0	0	0.25p/thm	£0.00
<a href="#">1 October 2017</a>	EXAMPLE	Base	Entry Charge	40,000,000	1,364,857	0p/kWh	£0.00
<a href="#">2 October 2017</a>	EXAMPLE		Daily Charge	50,000,000	1,706,071	0p/thm	£0.00
<a href="#">2 October 2017</a>	EXAMPLE	Base	Injection	0	0	0.25p/thm	£0.00
<a href="#">2 October 2017</a>	EXAMPLE	Base	Withdrawal	0	0	0.25p/thm	£0.00
<a href="#">2 October 2017</a>	EXAMPLE	Base	Entry Charge	40,000,000	1,364,857	0p/kWh	£0.00
<b>Total</b>							<b>£0.00</b>

The Stock report enables you to see The End of Day balance for each day, for a given period of time, that you can select at the top of the page:

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Nominations
Unbundled Capacity
Maintenance
Reports ▾
Administration ▾
🔍

## Stock

Start 
End 
Contract

Gas Day	Injection (kWh)	Withdrawal (kWh)	EOD Balance (kWh)
1 October 2017	0	0	500,000
2 October 2017	0	0	500,000
3 October 2017	0	0	500,000
4 October 2017	0	0	500,000
5 October 2017	0	0	500,000

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## 5. ADMINISTRATION

There are two types of NEMO users:

- a. Customer User
- b. Customer Administrator

The **customer user** role gives the end user the ability to log on to NEMO and use the full range of features available. These include the placement of nominations, re-nominations, purchase of additional capacity and reporting.

The Customer user can see only **one option** in the Administration menu, namely “Contracts”:

The screenshot shows the Storengy Administration menu with 'Contracts' selected. The main content area is titled 'Home' and contains several sections:

- Contract:** Example Customer (EXAMPLE) with a 'View' button.
- Stock:** Your balance is 500,000 kWh. Includes a 'View transactions' link.
- Nominations (Today):** A table showing injection and withdrawal amounts.
- Scheduling Notices:** No scheduled cutbacks.
- Unbundled Capacity:** A table showing injection and withdrawal amounts over time.

Type	Injection (kWh)	Withdrawal (kWh)
Total	–	–

Date	Injection		Withdrawal	
	Amount (kWh)	Price (p/thm)	Amount (kWh)	Price (p/thm)
6 October 2017	371,087	1.2	675,000	1.2
7 October 2017	–	–	–	–
8 October 2017	–	–	–	–
9 October 2017	–	–	–	–
10 October 2017	–	–	–	–
11 October 2017	–	–	–	–
12 October 2017	–	–	–	–

The Contracts option enables customer users to view the details of their contract(s) and rights:

The screenshot shows the 'View contract' page with the following details:

- Reference:** EXAMPLE
- Start:** 2017-08-01
- End:** 2030-01-01
- Storage space (kWh):** 30,000,000
- Daily charge (p/thm):** 0.03p
- Entry charge (p/kWh):** 0.0001p
- Lead time (hours):** 1 hours
- Cut off time (within day):** 06:00:00

At the bottom of the page, it says: Nemo v1.0.23 · Copyright © 2017 Storengy UK Limited. A company of ENGIE.

## View contract

Details    Rights    Curves

Start: 06/10/2017    End: dd/mm/yyyy    Filter

Start	End	Type	Injection			Withdrawal			Purchase	
			Min (kWh)	Max (kWh)	Price (p/thm)	Min (kWh)	Max (kWh)	Price (p/thm)	Unbundled	UIOLI
<a href="#">1 August 2017</a>	1 January 2030	Base	0	1,000,000	0.25	0	1,000,000	0.25	✓	✓

The **customer administrator** role gives the end user the ability to create and administer other user accounts for their Company on NEMO, in addition to the Contracts' view. The ability to create and administer other users includes:

- Resetting of passwords and changing the email address and/or name against an account. The deletion and / or disabling of accounts is only done by request to the Storengy UK's Commercial team at present.
- The "customer administrator" role has two-factor authentication enabled by default. A soft token is used (Google Authenticator app, which is available for free on Apple App Store or Google Play).
- In addition to described functionality, the full range of features available to the "customer user role" are also included in the "customer administrator role".

The Administration of other customer users is done from the Administration option at the top of the page. The Administration menu for a Customer Admin includes **three** options:

- Customers (only shows themselves – allows them to check their contact details/EIC party code/if we're sending participant reports):

## Customers

#	Company name	Contact name
2	Example Customer	Example Contact

By clicking on the number to the left of Company Name in the example above the customer can view their details:

## View customer

**Company name** Example Customer

**Company address** Example Address

**Contact name** Example Contact

**EIC party code** TESTTESTTEST

Submit participant REMIT

- Users:

storengy Nominations Unbundled Capacity Maintenance Reports Administration

## Users

Create user

#	Customer	Name	Email	Role
4	Example Customer	Example User	orgadmin@example.com	Org Admin
5	Example Customer	Example User	orguser@example.com	Org User

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To create a new User, click on the Create button once you have filled in all the required fields:

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## Create user

Name

Email address

Subscribe to email notifications

Password

Create

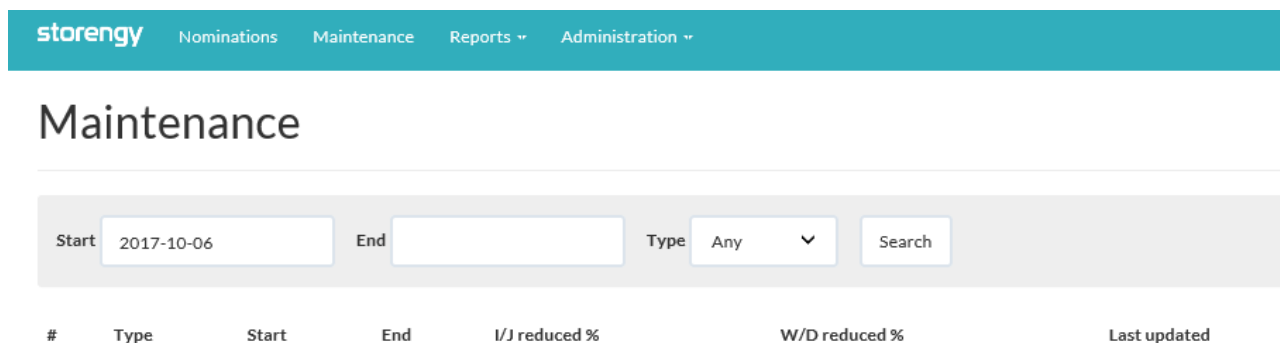
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By ticking the ‘subscribe to email notifications’ tick box the user will receive cutback emails from Nemo.



## 6. MAINTENANCE

The Maintenance Screen displays any scheduled maintenance for the chosen time period. Any entry, will include the injection and / or withdrawal reduction in percentage format. It will also include the date that the entry was last updated on.



storengy Nominations Maintenance Reports Administration

### Maintenance

Start  End  Type  Search

#	Type	Start	End	I/J reduced %	W/D reduced %	Last updated
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For any questions regarding this Manual, or additional functionality, please email [commercial@storengy.co.uk](mailto:commercial@storengy.co.uk) or raise a ZenDesk ticket via NEMO. For information on using ZenDesk, please refer to the ZenDesk manual.