

ENTSO-G Project Submission Handbook

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1. Key Elements

Objective	To support the process of submitting applications of projects for TYNDP 2018
Deliverable	Annex A of TYNDP 2018. Input for CBA modelling.
When	Project Collection takes place from 31st of January 2018 to 28th of February 2018
Promoter Involvement	Promoters have to use the ENTSO-G Project Portal to submit their project applications.
Disclaimer	<p>Information provided by the promoters through this application will be used for the selection of the projects to be included in the TYNDP 2018.</p> <p>The Project-Specific Cost-Benefit Analysis (PS-CBA) will be performed by ENTSOG based on the data submitted by the promoters during the TYNDP 2018 project collection process.</p>

2. Introduction

This document represents the Annex 3 of the “ENTSO Practical implementation document for developing the 10-year network development plan (TYNDP) 2018.

ENTSO has created the online Data Portal to streamline the infrastructure-project collection procedure. As the project submission procedure is a critical prerequisite for the later infrastructure analysis (TYNDP, CBA), it is of crucial importance that the promoters understand the functionality of the portal and perform a timely and accurate project submission.

ENTSO’s role in the process is to ensure that the Portal is fit for purpose and that it enables the promoters to perform the exercise in a user-friendly way. This should be achieved with the present Handbook, with the inclusion of additional documents in the Documentation Kit (Glossary, Monitoring Activities, Validation Procedures, Request Forms, Annexes) and through significant upgrades of the Project Portal itself.

The purpose of the project collection is to enable ENTSO to fulfil its tasks originating from the Regulations 715/2009 and 347/2013, namely to draw up, publish and regularly update a non-binding Community- wide ten-year network development plan (ENTSO Ten-Year Network Development Plan – TYNDP) and to perform the Cost-Benefit Analysis (CBA) in line with the latest approved CBA methodology). According to the Reg.347/2013, TYNDP also serves as a basis for the Project of Common Interest (PCI) selection procedure, organized by the European Commission. Accordingly, any project promoter planning to apply for a PCI status with its project, in accordance with the specifications of Reg. 347/2013, shall include its project in the ENTSO TYNDP, hence it has to participate in the ENTSO project collection procedure.

For ENTSO to comply with its obligations, a streamlined project collection procedure is organized, with a predefined timeline, during which every interested promoter can submit its projects, to be included in the Ten-Year Network Development Plan.

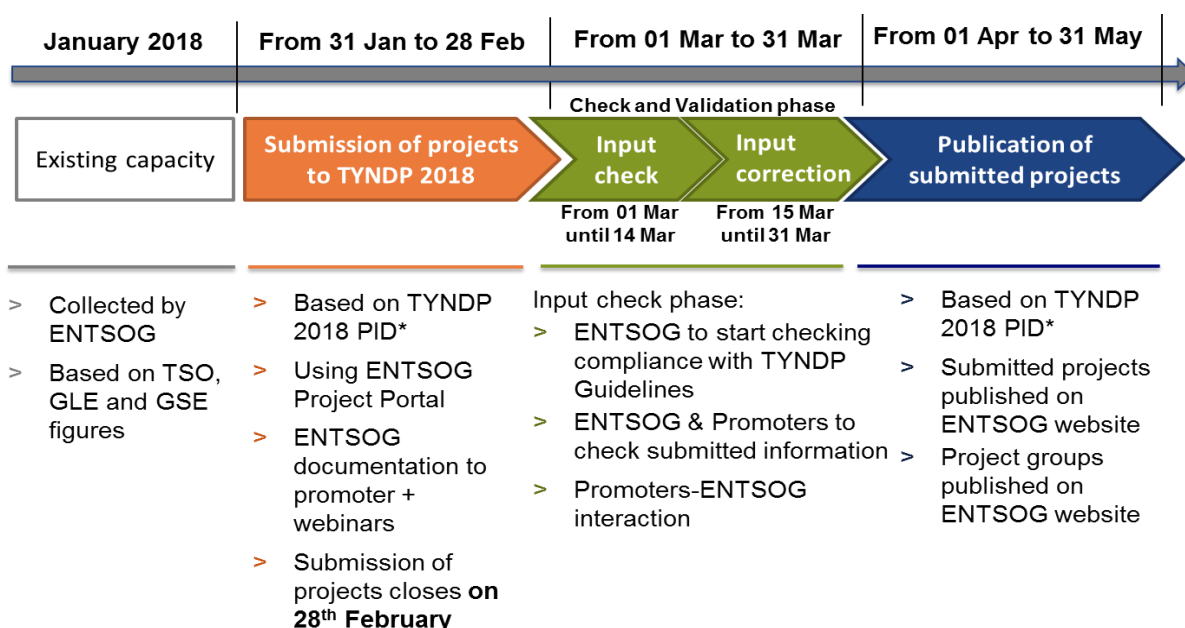
Phase 1: Data Collection – Project Submission	31/01/2018 – 28/02/2018	New projects can be submitted and old-projects (i.e. submitted for TYNDP 2017) can be re-submitted only during this timeframe. Old projects also have to be updated and then resubmitted to be considered in TYNDP 2018.
Phase 2: Data Consistency Check	01/03/2018 – 14/03/2018	Project Data Check run by promoters and by ENTSO ¹ . The submitted project data is checked (no corrections in the project portal are possible in this phase). Promoters interaction to solve possible issues in view of phase 3. New projects cannot be submitted.
Phase 3: Project Data Correction	15/03/2018 – 31/03/2018	Project Data Correction by Promoters meaning that promoters can correct any mistaken data spotted by promoter itself or ENTSO during the phase 2. New projects cannot be submitted.

¹ In case ENTSO will spot any incorrect information, it will contact directly the concerned promoters.

ENTSO-G has also developed a Legal Notice to clarify responsibilities of ENTSO-G and the promoters during the project collection procedure. Every promoter shall accept this Legal Notice within the Data Portal, before submitting each of its project.

Starting with the TYNDP 2018 edition, the submitted projects will need to comply with specific administrative and technical criteria for inclusion of projects in TYNDP, as defined in the “ENTSO-G Practical implementation document (PID) for developing the 10-year network development plan (TYNDP) 2018”. This document follows the European Commission’s recommendation on “Guidelines on equal treatment and transparency criteria to be applied by ENTSO-E and ENTSO-G when developing their TYNDPs” as set out in Annex III 2(5) of Regulation (EU) No 347/2013. In line with ENTSO-G PID, project promoters are asked as part of the project collection to provide data and documents as a proof for fulfilment of the administrative and technical criteria.

The overall timeline, can be represented as follow:

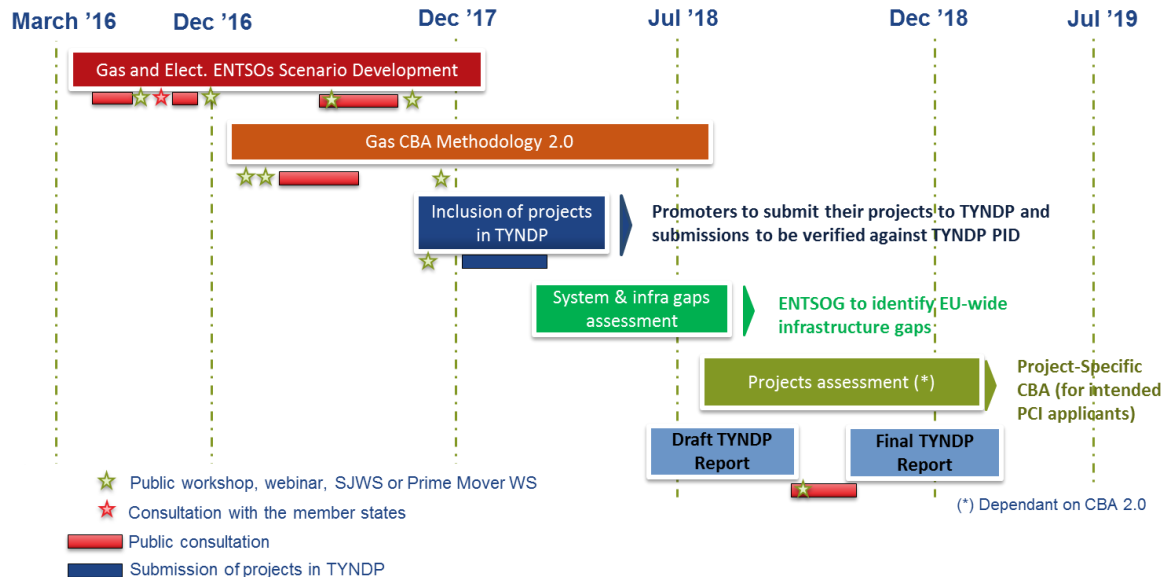


* Project Implementation Document

As defined in the Monitoring Activities Document, ENTSO-G undertakes to carry out certain manual verifications regarding the submitted data. The resources of ENTSO-G do not enable it to perform detailed qualitative assessments of every project submitted via the Project Portal. **The project promoter is thus ultimately responsible for submitting correct data and for ensuring its consistency when submitting a project.** ENTSO-G will remain of course available for clarifications on questions related to the data submission, as defined in the **Contacting ENTSO-G** section of this document.

3. TYNDP 2018 main steps

The below figure represents the main steps of taken and foreseen by ENTSO-G TYNDP 2018.



Some of these steps are further detailed in the following sections.

4. The ENTSOG Documentation Kit

4.1. ENTSOG Data Portal Handbook

The present document is the ENTSOG Data Portal Handbook together with its annexes.

4.2. Glossary

The Glossary contains a definition of the most important concepts associated with the Data Portal, the project data collection, and ENTSOG modelling activities.

4.3. Validation Rules

The Validation Rules document, part of the Documentation Kit, defines the automatic Validation Rules applied by ENTSOG to the infrastructure-project collection within the Data Portal. The results of the Validation Rules can be followed within the Data Portal itself.

4.4. Monitoring Activities

The Monitoring Activities document, part of the Documentation Kit, defines data submission problems, which ENTSOG undertakes to monitor manually and if identified, reports to the Promoters. The Promoter should be ready to engage with ENTSOG in solving the identified problems.

4.5. Request Forms

Request Forms are Excel-based forms through which promoters can submit specific information to ENTSOG. They are provided as part of the Documentation Kit. The Request Forms include the following excel files:

> Operator Creation Form

To create new infrastructure operator not yet present in the ENTSOG database, thus cannot yet be selected in the Data Portal.

> Point Creation Form

To create new Point (IP), not yet represented within the ENTSOG network topology

> Promoter Creation Form

To create new promoter not yet present in the ENTSOG database and to create credentials to access the ENTSOG Data Portal.

5. Functionality and availability of the ENTSOG Data Portal

5.1. Live Environment

The Live/PROD environment can be accessed via the following URL:

<https://data.entso.eu/DataCollectionPortals>

ENTSO Data Portal [Live/PROD Environment](#) is by default always accessible with the credentials already issued to the Promoters in the past.

The actual Data Collection - Project Submission is going to start at 00:00 on 31st of January 2018 and it will be closed on 28th of February 2018 at 00:00.

Any modifications in the project data before that date will be carried over to the data submission, however the Projects **will have to be re-confirmed by re-submission**, starting from 31 January 2018 at 00:00.

Please also note that ENTSOG guarantees the full functionality of the Data Portal from 31 January 2018 at 00:00 for the purpose of the new project collection. Until this time, ENTSOG is in the process of updating, correcting and testing the Data Portal, so changes can be expected.

5.2. Test Environment

Promoters however can access the ENTSOG Data Portal [Test/UAT Environment](#) with their user name and a password that ENTSOG can send to the Promoter if asked. The test environment has been put in place for ENTSOG to test planned upgrades and for the Promoters to access and discover the full functionality of the Data Portal (Project Submission questionnaire, Report, etc. before the start of the data collection on 31 January. Any changes made in the test environment will **not be carried over** to the live environment.

The Test/UAT environment can be accessed via the following URL:

<https://uat-data.entso.eu/>

Please note that this is a Test environment.

Data submitted via the Test environment **will not be imported to production and will not be used** in any way, shape, or form, by ENTSOG for the preparation of TYNDP 2018.

In case you encounter issues/bugs within the Test environment, we welcome your comments and suggestions to improve the user experience in the live environment. Please send such comments and proposals according to the terms defined in the Contacting ENTSOG Chapter below.

6. Important Recommendations

6.1. Which browser to use

The ENTSOG data portal is optimized to run under Internet Explorer 10 or higher. You can of course use other browsers, but may experience minor issues when running reports.

6.2. Exporting Reports

All the reports of the ENTSOG Data Portal are exportable in Excel. We actually do recommend you to export them should you need to analyze the results in detail.

The way to do this is, whenever a report is shown in your browser, to select “Actions>Export>Excel” (or whatever format you would like).

6.3. General Principles

- Promoters have to submit their projects **via the online web-portal** (ENTSOG Project Portal) with user authentication.
- For projects already submitted to previous TYNDP, questionnaires will already include latest version of project data.
- Nevertheless, promoters will **have to re-submit the project** reconfirming the its application.

Attention: if your project was already submitted for the previous TYNDP and you plan to re-submit it for this new TYNDP edition please select the project from the Portal and update the concerned information. Do not submit it as an entirely new project as the system will automatically generate a new TYNDP code preventing ENTSOG to link the two TYNDP editions and to monitor the project evolution. Otherwise ENTSOG may also reject your submission.

- Missing to fill mandatory information **will prevent promoters to submit their projects**. Mandatory information is labeled in red framed boxes. The projects will not move from the status of “Draft” to the status of “Approved” until all the mandatory information is filled.
- Promoters can **fill in their questionnaires in multiple sessions**, with the portal saving the unfinished version as a Draft.
- Segregation of the data: **project promoters only have access to their data** and eventually data that concern their network (adjacent capacity increments).
- Project information **cannot be updated after closure of the Project Portal**.
- Portal is permanently online and promoters have always the chance to export the project information but not to modify them.

6.4. Button “Add to Grid” and how to use it

You may encounter this button while filling in the report. It is shown whenever the form gives you the possibility to enter several rows of information, for instance several increments.

This screenshot displays the default state of the questionnaire when no increments are entered:

Increments in Entry/Exit Capacity

Operator	Point	Flow Direction	Status	Variant	Commissioning Year	Increment (GWh/d)	Peak Increment (GWh/d)	Comment
--Select--		entry						

[Add To Grid](#)

What you need to do in this case is

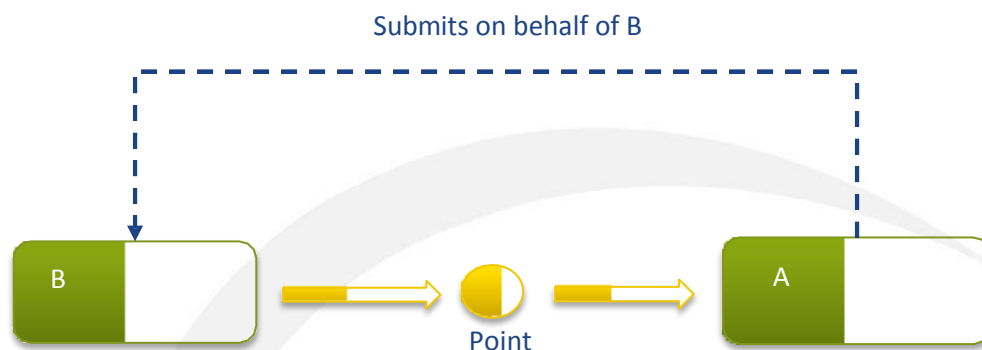
- > Fill in the various pieces of information, like Operator, Point, etc.
- > **Click on Add to Grid to save this information.**

If you do not click on Add to Grid, the questionnaire will not save the information you have just entered. Once clicked on Add to Grid the browser will probably automatically refresh. After that new information will be available and displayed in the template.

6.5. Submission on behalf of Subsidiaries

The Project Portal has been upgraded to better manage projects submitted on behalf of subsidiaries. Such situations typically arise when

- > Company A is part of the same group than Company B
- > A and B share a common interconnection at a Point
- > A Project is submitted by a representative of Company A
- > With company B as the commercial operator
- > All the necessary investments for the realization of the project, including upgrade of the interconnection for A and B, are submitted via this project.



In this case, the representative submitting the project should:

- > Select “B” as the commercial operator of the Project
- > Submit an increment in the exit direction for operator B at the Point
- > Submit a mirror increment in the entry direction for operator A at the Point.

This will ensure that the model takes the capacity increase into account.

7. Inclusion of projects in TYNDP 2018: Administrative and Technical criteria

Starting with the TYNDP 2018 edition, the submitted projects will need to comply with specific administrative and technical criteria for their inclusion in TYNDP, as defined in the “**ENTSO-G Practical implementation document (PID) for developing the 10-year network development plan 2018**”. This document follows the European Commission’s recommendation on “Guidelines on equal treatment and transparency criteria to be applied by ENTSO-E and ENTSOG when developing their TYNDPs” as set out in Annex III.2 (5) of Regulation (EU) No 347/2013. In line with ENTSOG PID, project promoters are asked as part of the project collection to provide data and documents as a proof for the fulfilment of the administrative and technical criteria.

The project template displays all the information that promoters are expected to provide in order to meet the Administrative and Technical criteria. ENTSOG will verify the compliance of the submitted information and documentation with the criteria defined in the PID and according to the process described always in the PID.

As indicated in the timeline above, ENTSOG will start verifying the compliance of the projects with the criteria set in the PID only after the closure of the submission phase.

8. Gas infrastructures by category/type

This represents a non-exhaustive list of possible type of gas infrastructure that can be submitted to TYNDP:

- Gas Interconnector of two (or more) countries: pipeline connecting one (or more) countries. This type of project may involve two (or more) different promoters each one realising only one section of the overall project;
- LNG terminal (and connecting pipe): realisation/upgrade of a regasification terminal and the pipeline to connect it to the national gas network (when needed);
- Underground storage (and connecting pipe): realisation/upgrade of a storage facility and the pipeline to connect it to the national gas network (when needed);
- Connection of a country to an existing or new supply source (being renewable or conventional gas);
- Supply chain to bring gas to one or more EU Countries from an existing or new source: a set of projects can be considered a chain of projects in case they overarch a number of balancing zones/countries with the aim to realize a supply corridor;
- Reverse flow + relevant projects (eg. Compressor Stations or internal enabler)
- Internal enablers, to remove internal bottleneck;
- Power-to-gas projects: projects reducing emissions, supporting intermittent renewables generation and enhancing the deployment of renewable gas (e.g. biomethane or power-to-gas).

9. System and project-specific assessment in TYNDP

Depending on their level of maturity² projects are categorized along different status. Those status are a pre-requisite for the definition of the **infrastructure levels** to be used in the TYNDP assessment. An infrastructure level formed by existing infrastructure and projects with FID status (LOW infrastructure level) represents a credible minimum set of infrastructure on which identify existing and future **infrastructure gaps**. Additionally, the assessment of the ADVANCED infrastructure level provides complementary perspective in the analysis of the European energy market.

As part of the improvement foreseen in the proposed updated Cost-Benefit Analysis Methodology ([link](#)) **for the first time the project-specific assessment will be run by ENTSOG in the TYNDP process** and the results will be published in the TYNDP Report.

ENTSOG will run the project-specific assessment only on projects for which promoters have stated the intention to participate in the upcoming “Project of Common Interest” (PCI) selection process. It is intended to provide a relevant contribution to the PCI process, for all projects able to provide the necessary project data, in line with the practice of the 2nd and 3rd PCI processes. The project-specific (PS) assessment will be carried out by ENTSOG and promoters at **project group level** and will build on the **TYNDP input** and the **identified infrastructure gaps**.

The process will be the following:

- a) During the project submission phase, promoters are asked whether they intend to apply for the next PCI selection process (in this case the 4th PCI selection process).

Please note that this is only a declaration of intention and does not automatically translates into the application of the project to the next PCI round. The PCI selection is in fact a process separate from the TYNDP process and under the responsibility of the TEN-E Regional Groups led by the European Commission.

- b) For these projects ENTSOG will run PS-CBA in TYNDP.
- c) ENTSOG will provide PS-CBA results to promoters before publication of PS-CBA in TYNDP. On this basis promoters will be asked:
 - a. to confirm to ENTSOG if they still intend to apply in the next PCI selection process
 - b. to provide to ENTSOG a qualitative analysis for the concerned project group

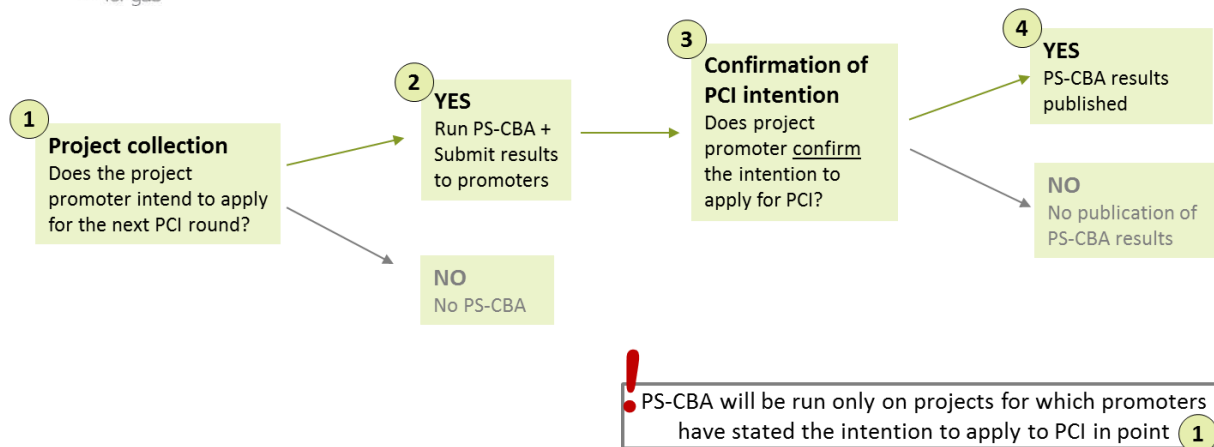
Please note that the project-specific assessment will be run by ENTSOG on the information provided during the project submission and only after the identification of the infrastructure gaps and according to the timeline published in the PID (section 2).

- d) For those project promoters having confirmed their intention to apply for PCI, a Project Fiche including all the main project information and the results of the project-specific assessment will be published in the TYNDP³.

The process can be graphically summarized as follows:

² For more details please refer to chapter 6 of the PID and the Glossary.

³ And according to proposed updated Cost-Benefit Analysis Methodology.



10. Cost information in TYNDP

Submission of Project cost information is considered mandatory. All promoters are therefore expected to provide the concerned information relative to CAPEX and OPEX.

Cost per projects will be published unless declared **confidential** by promoters. In case of costs labeled as confidential, the provided costs will be used only to show information at **aggregated level** (but not at project level) in the TYNDP Report.

ENTSOOG fully acknowledges the importance and the right of promoters to keep project cost information confidential. This right is respected as described above. At the same time, it is important that projects interested in applying for the PCI label ensure the highest possible level of transparency and level-laying field.

On this basis, promoters having indicated their intention to participate to the PCI process and having marked their expected costs as confidential, have to provide alternative figures. These figures, per project, will be used only for publicity reasons in order to ensure as much transparency as possible. Promoters are offered two options: (1) the alternative figures may be provided directly by the promoter itself and built for example on reference costs available at national level (2) in case of impossibility for the promoter to provide alternative figures, they will be calculated directly by ENTSOG.

The Project Fiche will clearly distinguish between costs submitted by promoters or based on alternative reference unit costs.

11. Projects grouping

11.1. PRJ level aggregation

As per TYNDP 2017 each promoter is tasked to submit its own investment project.

However, often, a number of functionally-related project items need to be implemented for their benefit(s) to materialise. For example, in case of an interconnector connecting two (or more) countries, two different promoters are usually involved in realising the two sections of the same interconnector. It is clear in this case that the two sections of the interconnector are meant to be built and used unequivocally together.

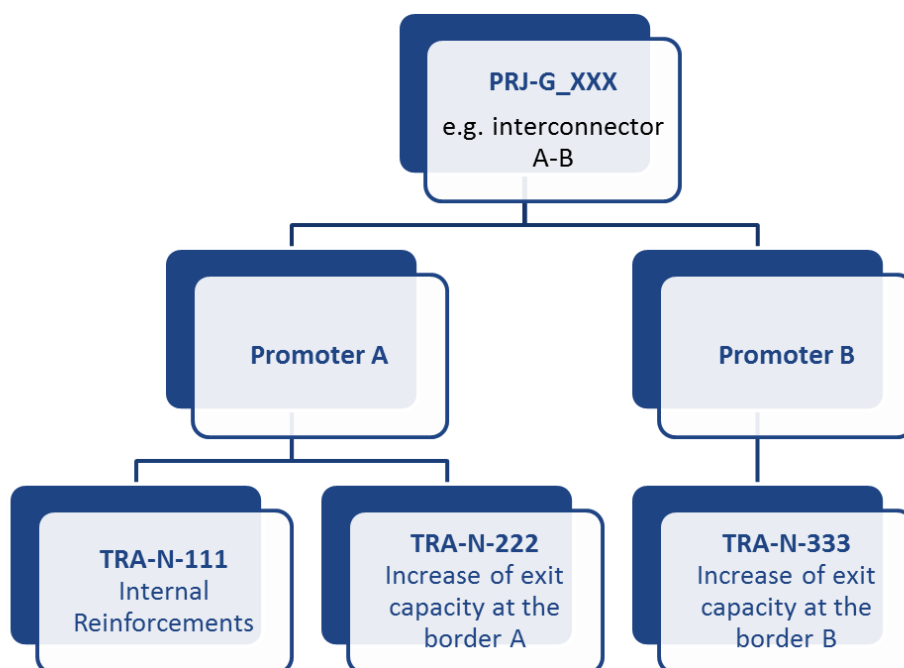
In these cases, for a promoter (and stakeholders) the natural question when submitted its own project will be: what about the other part of the project? Did the other project promoter submit its own part?

Therefore, to facilitate ENTSOG task in identifying these projects, starting with the TYNDP 2018 edition, promoters submitting the following category of projects among the list of projects indicated in section 8:

- Interconnector of two (or more) countries
- LNG terminal (and connecting pipe)
- Underground storage (and connecting pipe)

are asked to indicate whether their submission is part of one common “functional project”. Being an aggregation of investment submitted by different promoters it is called “PRJ group”.

More explanation on how to submit the above information will be treated In Annex 1, question 74.



Each project promoter will be tasked with applying **its own projects**, linking them to the corresponding PRJ label. If the PRJ group has not been created, then you should create it following the instructions provided in Annex 1 under the “Technical Information section”.

This will also improve coordination among promoters.

11.2. Project grouping for PS-CBA

ENTSO-G runs the project-specific assessment on group of projects.

The PRJ level aggregation described in section 11.1 and the 2017 3rd PCI List ([link](#)) represent the basis of these grouping for the PS-CBA.

For example, in case of “supply chain” projects, even if they are not supposed to be aggregated at PRJ level as every single investment represents a project itself that may be used also outside of the “supply chain” context, still they need to be grouped together in view of the project-specific assessment in order to measure the benefit stemming from the realization of the “supply chain”.

Project groups will be defined by ENTSOG and published accordingly to the described timeline.

12. Project Portal User Manual

12.1. Register as a Promoter – account creation

In order to access ENTSOG’s Data Portal for the first time, every promoter has to request an account from ENTSOG. This request can be executed by filling out and sending the Promoter Request Form to the ENTSOG, as described in the Contacting ENTSOG chapter.

12.1.1. Steps

1 Fill in the Promoter Request Form

Fill in the form, and then send it to the ENTSOG contact persons. Your request will be treated in two working days at most during the period of the project collection. You will receive your credentials in a reply email. Once it has been treated, your designated contact person will receive the credentials (login and password) via e-mail.

2 Log-In to the Data Portal

**Please go to the Live Data Portal at the URL:
<https://data.entso-g.eu/DataCollectionPortals>.**

Enter your login and password.

For all the actions below where the Data Portal is mentioned, it is implied that you have to log-in first.

12.2. Request Operator Creation

The ENTSOG Data Portal already contains a fairly exhaustive list of operators active in the European gas industry. However, in case your project entails the creation of a new operator, you should request ENTSOG to add this operator to its database, by filling in and sending to ENTSOG contact persons the Operators Request Form.

12.2.1. Steps

1 Fill in the Operators Request Form

Fill in the form, and then send it to the ENTSOG contact persons. Your request will be analyzed and treated. ENTSOG may come back to you with additional questions, for instance:

- > If an Operator with a similar name has already been created
 - > If another promoter has requested the creation of this Operator
- Once all open questions are solved, you will receive a confirmation by e-mail, and the operator will then be added to the Data Portal and you will be able to select it when submitting an infrastructure project.

Request Point Creation

Promoters can request the creation of Points, which are not yet part of the ENTSOG Network Model, if these Points are necessary for the realization of their infrastructure projects (including for projects relieving internal bottlenecks). This request can be executed by filling out and sending the Point Creation Form to the ENTSOG contact persons.

12.2.2. Steps

1 Fill in the Points Form

Fill in the form. If you want ENTSOG to create several points at once, duplicate the sheet in the document to have one sheet per Point. Send then the form to the ENTSOG contact persons. Your request will be analyzed and treated in detail. As this step is critical for correctly assessing the project and its impacts, ENTSOG may come back to you with additional questions in order to fully understand how the topology should be amended.

Once all open questions have been solved, you will receive a confirmation by e-mail, and the new points will be added to the Data Portal. You will be able to select them when creating new capacity increments.

ENTSO informs the other operator(s) that a new point connecting to their grid has been defined. The operator does not need to approve or reject it; in line with the ENTSOG Documentation Kit and Legal Notice it should be monitoring the project collection and to coordinate or take corrective actions when deemed necessary. If he stays inactive and doesn't submit, then according to project collection procedures the Promoter who has requested Point creation should contact him directly, as the report will display a critical mismatch. In case the mismatch persists, as in all cases, the Lesser-Of-Rule will be applied to come to a capacity applied in the modelling exercise.

12.3. Submit a Project

In order to submit a Project for consideration in ENTSOG analysis such as the TYNDP or the Outlooks, Project Promoters have to submit their infrastructure Projects. This can be done solely via the [ENTSO Data Portal](#).

12.3.1. Steps

- 1 Select **Data Collection Portals** on the top of the page. Click **Projects**
- 2 Click **+ new item** and fill out the Form **in line with the indications provided in Annex 1**, then click **Submit** at the bottom of the page

Please note that for a valid and modelled Project submission, the information to be provided in **red framed boxes is mandatory**. The system will in fact not allow you to submit the project if you do not fill all the red framed boxes.

After a project, having filled all the mandatory information, is submitted it will appear in the Project Portal as “**Draft**” under the column “Publication project data approved status”, pending the “Approval” by the ENTSOG team.

Important: as described in the timeline in section 2, ENTSOG will carry the verification of the compliance of the submitted projects with the PID provisions only after the closure of the submission phase. Therefore, for projects having been successfully submitted during the submission phase does not implicitly mean that they have also pass the verification against PID criteria.

12.4. Update a Project

Promoters of projects already included in the previous TYNDP and having the intention to be part of the TYNDP under preparation **shall officially make a new re-submission for inclusion in the new TYNDP** solely via the [ENTSO-G Data Portal](#). The submission of such a project will benefit of a simplified application process for the TYNDP under a form of pre-filled questionnaire with the latest available data. The Promoter has to update the project data in line with the steps below

12.4.1. Steps

1	Select Data Collection Portals on the top of the page. Click Projects
2	Select your Project by clicking on it. The project is selected, when highlighted with a blue background.
3	Click Items in the upper left corner. From the drop-down menu select Edit Item
4	Once done, you can update the submitted data in the Form in line with the indications provided in Annex 1 . Once finished, click Submit at the bottom of the page.

12.5. Modify Existing Capacities

Storage Operators or LNG Operators can request a modification of their Existing Capacities, which by default will be based on GSE and GLE data.

12.5.1. Steps

1	Request ENTSOG
2	ENTSO-G sends back to you a customized questionnaire with the list of all your Points
3	Fill-in the Existing Capacity at each of the Points you want to adapt
4	Send the questionnaire back to ENTSOG. It should then be integrated and visible at the next working day.

12.6. Cancel a Project/ Mark a Project as Completed

The status of already submitted Projects can be set at Cancelled / Completed.

In order to allow a better monitoring activity from ENSTOG on project evolution, Promoters whose projects were submitted in the last TYNDP and are now completed are invited to indicate it here.

12.6.1. Steps

- 1 Select **Data Collection Portals** on the top of the page. Click **Projects**
- 2 Click **Items** in the upper left corner. From the drop-down menu select **Edit Item**
- 3 Once done, go to the question **Project Status** in the category **General Information**. Here, from the drop-down list, select **Cancelled/Completed**. Once finished, click **Submit** at the bottom of the page

- > Once the Project Status has been set to Cancelled, it will not be considered in modelling or ENTSOG publications.
- > Once the Project Status has been set to Completed, it will be considered in the modelling exercise as existing infrastructure and will not be highlighted in ENTSOG publications as a Project

12.7. Check the Home Page – surface of the Data Portal

The Home Page is the entry page of the Data Portal. It displays a set of general information on the status of your submissions, displays alerts that you have to resolve, and lets you access more detailed reports.

Please note that the information displayed is not refreshed instantly. ENTSOG's IT system works in batches; meaning that it takes between 15 minutes and 3 hours to save promoter inputs in the database, this input being then reflected in the Home Page.

12.7.1. Check the Project Validation Rules

12.7.1.1. Steps

- 1 From the **Home Page**, in the section **Alerts**, click on either the number of Major or Minor Project alerts

This will redirect you to the detailed list of the Alerts which have been triggered. If you want to see the alert detail for a specific project:

- 2 Click on the "+" sign next to a project

This will display to you the list of all the Validation Rules not respected. Please follow the instructions to correct the errors.

You can also export the result in Excel:

- 3 In the menu Actions, click on Export, then choose Excel. The Portal will prompt you to save the file.

12.7.2. Check the Increment Validation Rules

As the increments are a critical part of each project's submission, a dedicated set of validation rules has been created for them.

12.7.2.1. Steps

- 1 From the **Home Page**, in the section **Alerts**, click on either the number of Major or Minor Increments alerts

This will redirect you to the detailed list of the Alerts which have been triggered. If you want to see the alert detail for a specific increment:

- 2 Click on the "+" sign next to a project

This will display to you the list of all the Validation Rules not respected. Please follow the instructions to correct the errors.

12.8. Check the Capacity Calculation

ENTSO-G Data Portal enables the Promoters to check the impact of their projects on the ENTSOG Network Topology for modelling purpose and the capacity changes the submitted project induces.

12.8.1. Steps

- 1 After logging in to the Data Portal, please click on **Data Collection Portals** on the top of the page

12.8.2. Network Model

The Report **Network Model** enables the Promoters to see an overview of the ENTSOG topology, which is used as a basis for the ENTSOG modelling exercises. You can see the connection of infrastructure operators (UGS, LNG, TSO) to other infrastructure operators represented in ENTSOG network topology, by country. The national production and import connections can also be found. The ENTSOG topology is a result of multi-annual bi-lateral discussions with infrastructure operators on how to represent best their infrastructure in the ENTSOG topology.

12.8.2.1. Steps

2

When you are in the **Data Collection Portals** menu point as described above, please select **Network Model of ENTSOG** within the section **Further Information**

12.8.3. Operator Topology

The Report on **Operator Topology** enables every infrastructure operator, to check and follow how the existing and planned infrastructure topology is represented within the ENTSOG Network Topology. In case you observe that your infrastructure is not represented correctly, please contact ENTSOG as described in Chapter 8.

12.8.3.1. Steps

2

When you are in the **Data Collection Portals** menu point as described above, please select **Check the Topology of your Operators** within the section **Further Information**

3

On the right side of the page you can configure the view of the Report for ENTSOG *Publication*, *Operators* you have submitted (might be only one), *Point* and *Points Status*. Click **Apply** at the bottom-right corner of the page to run the report. If you select (select All) under *Points* and (Select All) under *Point Status*, you will have an overview of your system for the selected operator.

In the Report, you can see all your operational or planned points under different categories.

4

To obtain further detail on the points, you can click on the + button on the middle of the page for every Point. This will show further information on which neighboring operator the point connects to and which flow directions are available.

5

On the top of the page you can click the button **Before Lesser-Of Rule** which will take you to the next Report. See chapter **Capacities Before Lesser-of-rule** below.

6

By clicking on the **Actions** button in the upper left corner of the page, and then choosing **Export** from the drop-down list, you can export the data in different formats to different software, such as Excel or Adobe Reader.

12.8.4. Capacities Before Lesser-of rule

The Lesser-of-Rule is a rule applied by ENTSOG aggregating the available capacities on the two sides of a Point to generate consistent firm capacities for modelling purposes.

In case operator A submits an Exit capacity on Point P with the value of 100 and Operator B an Entry capacity of 50, then the 50 will be considered for modelling purposes in the ENTSOG exercises.

Capacity data submission on the Points might result in capacity mismatches, if the submitted capacities by the neighboring operators differ. The report **Capacities before Lesser-of-Rule**

provides the opportunity for Promoters to check their capacities before application of the rule, and to see the breakdown of their capacity figures.

The Report on **Capacities before Lesser-of Rule** enables every infrastructure operator, to check and follow what impact the existing and submitted planned infrastructure capacities generate before the application of the lesser-of-rule on the Points.

Please note that the project promoter is thus ultimately responsible for checking and coordinating with the other concerned promoters in case of mismatch in the submitted capacities.

A color-based indicator identifies potential issues resulting from mismatches. Please check **Annex II: IP rules** for the detailed documentation of the indicator calculation.

In case you observe that your capacities are not represented as intended at the submission, please contact the neighboring operator and coordinate with them if deemed necessary.

12.8.4.1. Steps

2	When you are in the Data Collection Portals menu point as described above, please select Capacities Before Lesser-of Rule within the section Further Information
3	On the right side of the page you can configure the view of the Report for ENTSOG <i>Publication</i> , <i>Operators</i> you have submitted (might be only one), <i>Point</i> , <i>Infrastructure Scenario</i> and <i>Points Status</i> . Click Apply at the bottom-right corner of the page to run the report. You can also define whether you would like to highlight eventual mismatches in % as well.
4	To obtain further detail on the points, you can click on the + button on the middle of the page for every Point. This will open up the capacity data time-series throughout the time horizon per direction and per operator. You will also find warning messages caused by eventual mismatches in a given year.
5	On the top of the page you can click the button After Lesser-Of Rule which will take you to the next Report. See chapter Capacities After Lesser-of-rule below.
6	By clicking on the Actions button in the upper left corner of the page, and then choosing Export from the drop-down list, you can export the data in different formats to different software, such as Excel or Adobe Reader.

12.8.5. Capacities After Lesser-of rule

The Lesser-of-Rule is a rule applied by ENTSOG aggregating the available capacities on the two sides of a Point to generate consistent firm capacities for modelling purposes.

In case operator A submits an Exit capacity on Point P with the value of 100 and Operator B an Entry capacity of 50, then the 50 will be considered for modelling purposes in the ENTSOG exercises.

Capacity data submission on the Points might result in capacity mismatches, if the submitted capacities by the neighboring operators differ. The report **Capacities after Lesser-of-Rule** provides the opportunity for Promoters to check their capacities after the application of the rule, **which will serve as a basis for the modelling exercise.**

Please also check **Annex III: Capacity calculation for ESW-CBA** for a detailed explanation of the algorithm used by ENTSOG.

The Report on **Capacities after Lesser-of Rule** enables every infrastructure operator to check and follow what impact the existing and submitted planned infrastructure capacities generate after the application of the lesser-of-rule on the Points. In case you observe that your capacities are not represented as intended at the submission, **please contact the neighboring operator and coordinate with them when deemed necessary.**

12.8.5.1. Steps

2	When you are in the Data Collection Portals menu point as described above, please select Capacities After Lesser-of Rule within the section Further Information
3	On the right side of the page you can configure the view of the Report for ENTSOG <i>Publication</i> , <i>Operators</i> you have submitted (might be only one), <i>Point</i> , <i>Infrastructure Scenario</i> and <i>Points Status</i> . Click Apply at the bottom-right corner of the page to run the report. You can also define whether you would like to highlight eventual mismatches in % as well.

In the Report, you can see the after lesser-of-rule capacities of all your operational or planned points for your operator and for common points with neighboring operators.

The report already shows the capacity data time-series throughout the time horizon per direction and per operator. You will also find warning messages caused by eventual mismatches in a given year.

6	By clicking on the Actions button in the upper left corner of the page, and then choosing Export from the drop-down list, you can export the data in different formats to different software, such as Excel or Adobe Reader.
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13. Responsibility of the Project Promoter

The responsibility of the Project Promoter is specified in the Project Questionnaire itself in the form of a Legal Notice. Promoters will have to confirm their acknowledgement of this Legal Notice in order to submit a project.

14. Contacting ENTSOG

ENTSOOG has allocated the necessary staff to assist the Project Promoters during the project collection procedure.

Before the project collection starts, ENTSOG undertakes to respond to any written inquiry regarding the Project Portal or the data submission process, within three working days. During the project collection procedure **(31/01/2018-28/02/2018)** and consistency checking and validation periods **(01/03/2018 – 31/03/2018)** ENTSOG undertakes to respond to any written inquiry regarding the Data Portal or the data submission, within two working days.

14.1. General Inquiries and questions regarding the Data Portal

For general inquiries, questions regarding the Data Portal and the project collection procedure please contact:

Mr. Stefano Astorri, Investment Subject Manager and Project Validator for the project collection process, at:

Stefano.Astorri@entsog.eu

And/or

Mr. Rares Mitrache, Adviser and Project Validator for the project collection process, at:

Rares.Mitrache@entsog.eu

And please:

Cc: sysdev.data@entsog.eu

With the SUBJECT:

Project Collection 2018: Question

In your question, please always indicate if you are a Project Promoter and please send your **user name** of your Data Portal credentials.

Would you not receive answer within 3 working days after your first inquiry, please contact Ms. Céline Heidrecheid, Business Area Manager at Celine.Heidrecheid@entsog.eu .

15. Conclusions

In case you have further questions regarding the functionality of the Data Portal or regarding data submission not explained in the ENTSOG Documentation Kit, we are available as described above.

Please make sure to read the Documentation Kit and check if your question is already addressed there.

In case you have comments regarding the Documentation Kit or you think that certain steps can be explained in a more user-friendly way, we are happy to consider your comment and update the documentation to assist other Promoters and ensure the smoothness of the process.

16. Annexes

- Annex I: Project Collection Questionnaire explained

This annex can be found below.

- Annex II: IP rules

This annex is attached to the Documentation Kit and is an Excel file.

- Annex III: Capacity calculation and TYNDP assessment

This annex is attached to the Documentation Kit and is a PowerPoint file.

- Annex IV: Map Positioning Template

This annex is attached to the Documentation Kit and is a PowerPoint file

17. Annex 1 - Project Collection Questionnaire explained

1	Select Data Collection Portals on the top of the page. Click Projects
2	Click + new item and fill out the Form according to the indication below:
	<div>ENTSOG Publication</div>
3	Comments on the Project in the context of the current publication Provide any comments you may have considering the introductory paragraph of this section
	<div>General Information</div>
4	Project (System) Code The code is automatically assigned by the IT system. No need to fill in the box
5	ENTSOG Project Code The project code is assigned by the IT system in line with the type of project. No need to fill in the box.
6	Was the project item part of the last TYNDP? "YES" if the project was included in TYNDP 2017 or "NO" if the project was not included in TYNDP 2017
7	Project Name (Mandatory) Provide a project name
8	Infrastructure Type (Mandatory) Select "TRA" for a gas transmission project, "UGS" for an underground storage, "LNG" for an LNG project, "PRD" for Power-to-gas projects
9	Project Description (Mandatory) Provide a thorough description of the project.
10	Project Host Country (Mandatory) Select from the list the relevant host country where the project is built.
11	Project Status (Mandatory) Select the status of the project: "In progress" if the project is already under construction but not yet commissioned; "Planned" if the project is not yet under construction; "Completed" if the project was already commissioned; "Cancelled" if the project submitted in the previous TYNDP does not exist anymore.
12	Promoter Legal Personality (Mandatory) Indicate the legal entity submitting the project (company name)
13	Project Promoter Type (Mandatory) Select "TSO" if you are a certified Transmission System Operator or "Third party promotor" if you are any other type of legal entity than certified TSO
14	Which Company will be the commercial operator once your project is completed Indicate the commercial operator of the facility when commissioned

15	FID Status (Mandatory) Indicate if your project has reached the Final Investment Decision at the moment of submitting the project
16	Is your project only a Capacity Modification, which does not require actual investment or construction works? <p>You should tick the corresponding box if you want to submit capacity increases (or decreases) at one or several of your IPs, and if these capacity changes can be effected without having to perform any actual investment. Known examples include:</p> <ul style="list-style-type: none"> - Change in future demand assumptions, leading to capacity recalculations - Dynamic storage behavior - Shifting of capacity between Points - Decrease of capacity due to degradation/lack of maintenance of the transmission system - Decrease of capacity due to depletion of a particular type of gas - Technical Agreements between TSOs - Closure/Decommissioning of Infrastructure, leading to a capacity decrease <p>In this case the capacity submission will not be considered in the TYNDP as a Project, but rather as a Capacity Modification and will be highlighted accordingly in the Annex of the TYNDP.</p>
17	Estimated CAPEX (in Mln EUR) (Mandatory) Indicate the total expected CAPEX for your project.
18	Is this project CAPEX considered confidential? (Mandatory) Indicate if the CAPEX is considered confidential or not. If you select YES, the CAPEX will not be published and only used for calculating aggregated costs over infrastructure types and levels for the Report. However, alternative Reference costs will be published instead (see PCI section).
19	CAPEX Range (in %) (Mandatory) Indicate the degree of fiability of the cost by stating how much it can vary to the upside or the downside, in percentage of the cost provided.
20	Estimated OPEX (in Mln EUR per year) (Mandatory) Indicate the expected average OPEX per year.
21	Is this project OPEX considered confidential? (Mandatory) Indicate if the OPEX is considered confidential or not. If you select “Yes”, the OPEX will not be published and only used for calculating aggregated costs over infrastructure types and levels for the Report. However, alternative Reference costs will be published instead (see PCI section).
22	OPEX Range (in %) (Mandatory) Indicate the degree of fiability of the OPEX by stating how much it can vary to the upside or the downside, in percentage of the cost provided.
23	Name of your representative in charge of the TYNDP Project submission (Mandatory) Self-explanatory
24	E-mail address of your representative in charge of the TYNDP Project submission (Mandatory) Self-explanatory
25	Phone number of your representative in charge of the TYNDP Project submission (Mandatory) Self-explanatory
26	Project Website Provide the URL/link of the project website if available
27	General Remarks Provide any additional comment that may help ENTSOG understand the project.

Administrative Criteria

This is a new section of the questionnaire. Please read carefully the “ENTSOG Practical implementation document for developing the TYNDP 2018” (PID) to fully understand the criteria your project / company need to fulfill in order to be included in the TYNDP 2018.

28 Project Category please select one of the following options (Mandatory)

In line with section 4 of the PID, please select the type of promoter your company is.

29 Company Existence (Pass-Fail Criteria) (Mandatory)

This is a mandatory criterion. Please tick the box and attach the supporting document as described in section 7 of PID⁴. This will allow ENTSOG to verify the compliance with PID provisions.

Note 1: Promoters submitting the documents in the original language are asked to provide a 1 page maximum summary in English.

Note 2: in case of multiple document, promoters should zip the files.

30 Company Financial Strength (Pass-Fail Criteria) (Mandatory)

This is a mandatory criterion. Please tick the box and attach the supporting document as described in section 7 of PID⁵. This will allow ENTSOG to verify the compliance with PID provisions.

Note: in case of multiple document, promoters should zip the files.

31 Company Technical Expertise (Pass-Fail Criteria) (Mandatory)

This is a mandatory criterion. Please tick the box and attach the supporting document as described in section 7 of PID⁶.

Note: in case of multiple document, promoters should zip the files.

32 Agreement Type please select one of the following options (Mandatory)

At least one of the listed criteria has to be fulfilled. Select the one which is fulfilled by your project. Please pay attention that some criteria are meant for projects “under consideration” whereas others for projects “under design and permitting, construction”. For definitions, see section 4 of PID. Make sure you understand the category your project belongs to.

In case it is required, please also attach the supporting document.

Note: in case of multiple document, promoters should zip the files.

33 Please provide any additional comments

Provide any additional comment that you may consider necessary.

Inclusion in NDP

34 Is your project part of a National Development Plan (NDP) ?

Tick the box if your project is part of the latest approved NDP

35 Please indicate the name of the NDP in which your project is included (Mandatory)

Self-explanatory

36 Please indicate the unique identification number of your project in the NDP (Mandatory)

In case the NDP does not use reference numbers please indicate the name/label with which the project is identified in the NDP

⁴ Project promoters of type A1 do not have to provide a supporting document as this criterion is covered by the certification.

⁵ Project promoters of type A1 do not have to provide a supporting document as this criterion is covered by the certification.

⁶ Project promoters of type A1 do not have to provide a supporting document as this criterion is covered by the certification.

37 Project NDP Website (Mandatory)

Indicate the URL/link of the NDP website.

38 If is not part of NDP, please give a reason (Mandatory)

Select the relevant reason in case your project is not included in the latest approved NDP.

39 NDP Release date

Self-explanatory.

Enabled Projects

40 Is this project an internal enabler? (Mandatory)

Select "Yes" or "No" as the case may be. If you are not sure what an enabler project means, please check the definition in the Glossary.

41 Enabled Projects

Select from the previous TYNDP list the project(s) it enable(s).

42 If the project is not in the list provided, please indicate the project (Mandatory)

If you cannot find the enabled project in the list provided in the portal, indicate the name of the project in this box.

Project Shareholders

If your project has more than one shareholder, click the button "Add to Grid" to create additional lines where to provide the additional shareholders.

43 Project Section

If your project is implemented in several member states or is divided into several sections, indicate the name of the member state or the name of the section. If not, leave the box empty

44 Shareholder Name

If you have a project company, indicate the names of each shareholder represented in this company. If not, simply indicate your own company's name. If no shareholder has been identified yet, indicate "undefined".

45 Shareholder Share

If you have a project company, indicate the shares of each shareholder in this company, if not use 100 %.

Project of Common Interest(PCI) Label

46 Is your project in the currently legal PCI list ?

Thick the box is your project is part of the 3rd PCI list issued in November 2017.

Note: if ticking the box, you do not have to use the "create a PCI application" option as this was an option used exclusively for the 3rd CPI project submission.

47 Do you plan to apply for PCI label in the next round ?

Thick the box if you intend to apply for the next PCI list.

Important: ENTSOG will run the project-specific CBA in TYNDP 2018 only if you select this option (see section 9 for further details).

48	<p>If Yes, In the case CAPEX has been indicated as confidential in General Information section, Please select one of the following (Mandatory)</p> <p>If you intend to apply for the next PCI round and provided CAPEX was labeled confidential in the General Information section, select the option you prefer, as follows:</p> <p>Option 1: “I provide alternative costs estimates based on reference costs”. In this case you will have to provide the alternative value (in Mln EUR) and justify how this was computed.</p> <p>Option 2: “I ask ENTSOG to use reference costs”. In this case ENTSOG will calculate the reference costs.</p>
49	<p>Yes, In the case OPEX has been indicated as confidential in General Information section, Please select one of the following (Mandatory)</p> <p>Same as per Q49.</p>
50	<p>PCI Name/Definition (Mandatory)</p> <p>Select the PCI definition of your PCI project as it appears in the 2017 3rd PCI List.</p>
51	<p>What are the priority corridors where the project is assigned to ? (Mandatory)</p> <p>Select one of the option in line with the 2017 3rd PCI List.</p>
51.a	<p>Do you confirm your intention to apply for the PCI round as indicated during the Project Data Collection?</p> <p>Please skip this question. No answer is needed during the Project Collection but later in the process in line with section 9 of this Handbook.</p>
52	<p>Was your project part of previous PCI Lists?</p> <p>In case your project was part of the PCI List from 2013 and/or 2015, please select accordingly.</p>
53	<p>Does your project fulfill the PCI general criteria as defined in Reg. 347/2013 Art.4 ?</p> <p>Thick the box in case your project is a PCI</p>
54	<p>Which specific criteria are fulfilled by your project ?</p> <p>Self-explanatory</p>
55	<p>Please justify your answer.</p> <p>Provide the necessary justification for the specific criteria you have chosen before</p>
59	<p>Please indicate the name of your representative in charge of the PCI process⁷</p> <p>Self-explanatory</p>
57	<p>Please indicate the position of your representative in charge of the PCI process</p> <p>Self-explanatory</p>
58	<p>Please indicate the e-mail address of your representative in charge of the PCI process</p> <p>Self-explanatory</p>
59	<p>Please indicate the phone number of your representative in charge of the PCI process</p> <p>Self-explanatory</p>
60	<p>Is the project also part of the latest Energy Community PEI or PMI list?</p> <p>Thick the box in case your project is part of the latest Project of Energy Community Interest or Project of Mutual Interest list.</p>
	<p style="text-align: center;"><u>Variant for Modelling</u></p> <p>If your project has more variants for modelling, click the button “Add to Grid” to create additional lines where to provide the additional variants.</p>
61	<p>Variant Name</p> <p>Provide a relevant name for the variant(s) inserted.</p>

⁷ In case of issues ENTSOG will contact the persons indicated here.

62	Variant Description Provide a description for the variant(s) indicating a few features of the variant.
63	Considered for Modelling Indicate the variant which should be used by ENTSOG for modelling the project. Please note that only one variant can be selected for modelling <div style="text-align: center;"> <u>Increments in Entry/Exit Capacity</u> (Mandatory) </div> If your project brings incremental capacity in more than one interconnection point, click the button “Add to Grid” to create additional lines where to provide the additional increments. Attention: failing to provide this information will result in the project being modelled with ZERO as capacity increment and therefore with no impact at all of the project in the assessment.
64	Operator Select the operator for which you want to submit the increment
65	Point Select an interconnection point whose capacity will be modified by the project
66	Flow Direction Selecting “entry” means that ENTSOG will take into account your increment as additional firm capacity for gas to enter your system at the indicated interconnection point, resulting from the implementation of the project. Selecting “exit” means that ENTSOG will take into account your increment as additional firm capacity for gas to exit your system at the indicated interconnection point, resulting from the implementation of the project.
67	Status Promoter does not need to input data. The status will be automatically filled on by the system.
68	Variant Select the variant which to be used for modelling as indicated in the “Variant for modelling” section.
69	Commissioning Year Indicate the year when the incremental capacity is available
70	Increment Indicate the capacity (in GWh/day) brought by your project in the selected interconnection point in case of normal demand conditions. On this value ENTSOG will apply the Lesser-of-rule as explained in 6.9.4 and 6.9.5 of this document. If your project has more capacity increments, click the button “ Add to Grid ” to create additional lines. Note: In case of a project between a country in the TYNDP perimeter and one outside it we will consider the capacity provided by the project side in the TYNDP perimeter

71

Peak Increment

Indicate the incremental capacity (in GWh/day) brought by your project in the selected interconnection point in case of peak demand conditions. This figure represents the highest firm technical capacity the TSO is able to transport when high demand situation occurs. On this value ENTSOG will apply the Lesser-of-rule as explained in 6.9.4 and 6.9.5 of this document. If your project has more capacity increments, click the button "Add to Grid" to create additional lines. **Note:** in case there is no difference in the capacity that the project can provide in normal and peak demand conditions, please indicate here the same value as indicated for question 70 (Increment).

72

Comment

Add any comments you might have on the projected increment

Technical Information

73

Indicate if your project is part of (Mandatory)

As explained in section 11.1 of this document, in case your project is not a stand-alone project but it is part of:

- an interconnection of two or more Member States,
- LNG terminal and connecting pipeline
- UGS and connecting pipeline

please indicate this by selecting the relevant option. If it not the case, select "**None of above**"

74

Choose PRJ group (Mandatory)

In case you selected one of the first three versions at the question above then here you have to **create a new PRJ group** or **select** an already existing one.

Attention: before creating/selecting a PRJ group, please make sure that you coordinate with all the other concerned promoters. Only one promoter (to be chosen by you) is expected to initially create the PRJ group during its submission. All the other promoters will be able to select the PRJ group as created by the first promoter.

Option 1) Create a new PRJ group: in case it does not exist yet, click "**Create a new PRJ group**" on the right. A new window will open with few additional questions.

- *Common name of the project:* please use one of the two conventions

Interconnector <Country A/Balancing zone A> - <Country B/Balancing zone B>

UGS facility <name> and connecting pipe <name>

Or

<common name> (e.g. The very Long pipeline project)

- *Common description of the TYNDP Project*
- *Common description of the benefits stemming from the realisation of the project*
- *Which specific criteria are fulfilled by your project:* indicate the specific criteria fulfilled by the interlinked project i.e. Market Integration, Security of Supply, Competition, Sustainability
- *Other information:* provide any other information which you may consider useful

After filling in the boxes, please click the “Save” button and return to the main questionnaire. Promoters will be able to modify the submitted information in a specific report in the Portal.

Option 2) Select a PRJ group: in case it does already exist, select it from the drop-down list.

75 Is this a multi-phase project? (Mandatory)

In case your project is envisaged to be developed in more than 1 phase, select “Yes”. If it is not the case, select “No”.

Type Specific Information

Depending of the type of the infrastructure, you have to provide some important technical information about your project. Fill in all relevant boxes as this information will be used by ENTSOG to ensure compliance with the “Technical description” criterion as mentioned in the PID.

In case you need additional lines to provide the specific information (e.g. more sections or phases of the project, click the button “Add to Grid” to create additional lines where to provide the information.

Note 1: the number of the phases here indicated should be consistent with the number and the information provided in the “Increment in Entry/Exit capacity” section.

Note 2: for project with status “In Progress” it may be that a part/section/phase of the project has been already implemented. You can therefore indicate the year when this was commissioned.

Gasification

76 In line with the definition of Gasification provided in the Handbook, does your project contribute to the gasification of a country or the gasification of a specific area not reached yet by gas? (Mandatory)

Here you can select whether the project brings gas to (1) a country not yet reached by gas or (2) to an isolated area of a country not reached by gas even if the country itself gas is already consumed. If this is not the case, select “No”.

Cross Border Cost Allocation and Financial Assistance

77 Does your project have a CBCA decision by NRAs or ACER ? (Mandatory)

Cross-Border Cost Allocation (CBCA) deals with distribution of costs among all the countries which are affected positively and/or negatively by a gas infrastructure project having cross-border impact. A (CBCA) decision is issued by the relevant NRA or ACER following an investment request submitted beforehand by the project promoter. Please select the option which is relevant for your project.

78 If option 1, 2 or 3 - When the investment request was submitted/or you plan to submit it?

In case you have submitted the investment request or plan to do it, indicate the date of submission or the date you plan to submit it.

79 If option 1 - When was the decision taken?

In case a CBCA decision was taken/issued, indicate the date of the decision.

80	<p>If option 1 - Please provide CBCA Decision Website</p> <p>In case a CBCA decision was taken/issued, indicate the website (link) where the decision is available.</p>
81	<p>If option 1 - Please list the countries identified from the CBCA decision as net benefiting countries</p> <p>In some cases, a CBCA decision can identify one or more countries as net beneficiaries of the project. Check the relevant country(ies) listed in the box</p>
82	<p>If option 1 - Please list the countries identified from the CBCA decision as net cost bearers</p> <p>In some cases, a CBCA decision can identify one or more countries as net bearers of the project cost. Check the relevant country(ies) listed in the box</p>
83	<p>Please provide any additional comments</p> <p>Provide any additional information which you may consider relevant for this topic.</p>
84	<p>Have you already applied for financial support from the Connecting Europe Facility (CEF) (Mandatory)</p> <p>PCI projects are eligible for EU grants. Promoters can apply for financial support for studies and/or construction related works via the CEF programme which is a key EU funding instrument. Indicate if you have applied or intend to apply for such financial support.</p>
85	<p>If option 1 or 2 in question 84 - Did your project request Union financial assistance in the form of grants for studies?</p> <p>Check the box if you applied for grants for studies under CEF.</p>
86	<p>If yes, please indicate the amount</p> <p>If the case, indicate the amount of money in MIn EUR that was granted for studies</p>
87	<p>If option 1 or 2 in question 84 - Did your project request Union financial assistance in the form of grants for works?</p> <p>If you applied for grants for works under CEF select "Yes" otherwise select "No".</p>
88	<p>If yes, please indicate the amount</p> <p>If the case, indicate the amount of money in MIn EUR that was granted for the construction related works</p>
89	<p>If option 3 in question 84 - Do you intend to apply for financial support from the Connecting Europe Facility?</p> <p>In case you have not applied yet for financial support from CEF, indicate if you plan to do this in the future.</p>
90	<p>Have you received any financial support from funding programmes other than CEF at European, regional or national level?</p> <p>Beside CEF, other funding programmes are available. Indicate if your project received financial grants via programmes other than CEF.</p>
91	<p>Please Provide details</p> <p>If the case, indicate details regarding the financial support received by mentioning the programme, the amount received, the date you received the grants, etc.</p>
92	<p>Please Provide any further relevant details</p> <p>Provide any additional information which you may consider relevant for this section.</p>

Project Schedule

The information requested to promoters in this section will be used by ENTSOG also to verify the compliance with the PID provisions. Promoters are therefore expected to fill in this information properly. To fail in providing this information may prevent ENTSOG to assess whether a promoter meet the criteria defined in the PIC, resulting in the project rejection.

93

Pre-Feasibility

Indicate the start date and the end date of the pre-feasibility study by using the calendars provided. If you only know the year (e.g. YYYY), enter 1/1/YYYY. If you know the month and the year (e.g. MM), enter 1/MM/YYYY. Otherwise, enter the full date.

Note: as defined in the PID (page 7) a project which has not yet completed the phase of a feasibility study is considered “*under consideration*” and the PID criteria will be applied accordingly.

94

Feasibility

Indicate the start date and the end date of the feasibility study by using the calendars provided. If you only know the year (e.g. YYYY), enter 1/1/YYYY. If you know the month and the year (e.g. MM), enter 1/MM/YYYY. Otherwise, enter the full date.

Note: as defined in the PID (page 7) a project which has not yet completed the phase of a feasibility study is considered “*under consideration*” and the PID criteria will be applied accordingly.

95

FEED

Indicate the start date and the end date of the Front End Engineering Design (FEED) by using the calendars provided. If you only know the year (e.g. YYYY), enter 1/1/YYYY. If you know the month and the year (e.g. MM), enter 1/MM/YYYY. Otherwise, enter the full date.

96

Permitting Phase

Indicate the start date and the end date of the permitting phase by using the calendars provided. If you only know the year (e.g. YYYY), enter 1/1/YYYY. If you know the month and the year (e.g. MM), enter 1/MM/YYYY. Otherwise, enter the full date.

97

Supply Contracts

With this question, we refer to services and products (long lead items, compressor stations, construction, etc.) to be procured from external service providers via tendering (and not the supply of the gas).

Indicate the date when the supply contracts have been signed by using the calendars provided. If you only know the year (e.g. YYYY), enter 1/1/YYYY. If you know the month and the year (e.g. MM), enter 1/MM/YYYY. Otherwise, enter the full date.

98

FID

Indicate the date when the Final Investment Decision has been taken by using the calendars provided. If you only know the year (e.g. YYYY), enter 1/1/YYYY. If you know the month and the year (e.g. MM), enter 1/MM/YYYY. Otherwise, enter the full date.

99

Construction

Indicate the start date and the end date of the permitting phase by using the calendars provided. If you only know the year (e.g. YYYY), enter 1/1/YYYY. If you know the month and the year (e.g. MM), enter 1/MM/YYYY. Otherwise, enter the full date.

100	Project's Commissioning Year (Mandatory) Indicate the estimated project's commissioning year
101	Date of grant obtention for studies/for works If the case, indicate the date when the grant for studies/works have been obtained.
102	Comments about the schedule, including Realisation Conditions Please enter any additional comment on the schedule, and precise the conditions for realization if there are any.
103	Compared to previous TYNDP indicate if your project is: If the project was included in TYNDP 2017 you provided a project schedule as done above for TYNDP 2018. Indicate if, compared to the schedule/status indicated in TYNDP 2017, your project is now "on time" i.e. you keep the same commissioning year, "ahead of schedule" i.e. the commissioning year has been moved earlier, "delayed" i.e. the commissioning year has been moved later, or "rescheduled" meaning that the concept of the project has been reviewed and changed.
104	Delay Explanation: In case you selected "delayed" before, please provide the reasons for the delay. <div>Benefits</div>
105	Main Project Driver (Mandatory) Select from the list the main driver which triggered the project.
106	Comments on the Main Project Driver Provide any comments by explaining the context in which the main driver triggered the project
107	Comments about Project Benefits Provide the benefits of your project both national and cross-border. <div>Gas Sourcing</div> In this section you have to select from the list the country where the gas for your project is produced. In case it is LNG, further indicate the country the LNG is coming from.
	<div>Third Party Access Regime</div>
108	Considered TPA regime Select from the list the relevant Third Party Access regime for your project according to the Regulation 715/2009 on conditions for access to the natural gas transmission networks. If a TPA regime is not applicable to your project then select "Not Applicable" .
109	Have you applied for a TPA exemption ? Indicate "Yes" if you applied for a TPA exemption. If you intend to apply select "Not yet" .
110	Has the exemption been granted ? Indicate if the exemption has been granted, rejected or pending.
111	If yes, which stage of the exemption has been reached ? As the exemption has a scheduled expiry date, indicate the stage the exemption has reached.

112	Percentage in the Entry direction Provide the percentage of the exempted capacity in the entry direction
113	Percentage in the Exit direction Provide the percentage of the exempted capacity in the entry direction
114	Considered Tariff Regime Select the option which correspond to your project
115	Other comments Provide any comments which you consider relevant for this section. Indicate the date the TPA exemption has been granted.
	<div>Intergovernmental Agreement</div>
116	Agreement Name In case there is an Intergovernmental Agreement for your project, indicate the name.
117	Signed Check the box if the Intergovernmental Agreement has been signed by all involved parties.
118	Date If the case, indicate the date of signature by using the calendar
119	Description Indicate the object of the Intergovernmental Agreement and the parties involved.
120	Other comments Provide any comments which you consider relevant for this section.
	<div>Barriers in Implementation</div>
121	Regulatory Framework In case the existing regulatory framework is a barrier for implementing your project, select the relevant reasons. If the reasons are not among those listed, click "Other please specify" and use the displayed box to provide the reasons.
122	Permit granting In case the existing permit granting procedure is a barrier for implementing your project, provide in the box the relevant explanations.
123	Financing In case the financing of the project is a barrier for implementing your project, select the relevant reasons. If the reasons are not among those listed, click "Other please specify" and use the displayed box to provide the reasons.
124	Political In case the existing political environment is a barrier for implementing your project, provide in the box the relevant explanations.
125	Market In case the existing market conditions are a barrier for implementing your project, select the relevant reasons. If the reasons are not among those listed, click "Other please specify" and use the displayed box to provide the reasons.

126 Other Barriers, please explain
If the barriers for your project are not among those proposed by ENTSOG in the questionnaire, use this box to provide them.

127 Which incentives would support your project implementation
According to the Regulation 347/2013 on guidelines for trans-European energy infrastructure, incentives may be granted to projects in order to support their implementation. Provide in the box those incentives which may help your project.

128 Have you received additional regulatory incentives for your PCI project
If the case, indicate in the box the regulatory incentives that have been already granted for your project.

[Legal Notice](#)

In order to be able to submit the project, you need to acknowledge, confirm or undertake the terms listed under the legal notice. If you agree, check the box “**I confirm**” at the end of the legal notice

[MAP](#)

Failing to provide the location of the project will prevent the project to comply with one of the technical criteria defined in the PID and it will result in the rejection of the project.

129 Please upload a map of your project (Mandatory)
For this purpose, use the following steps:

- Open the Annex IV - Map Positioning Template Power Point file
- Create the Project Layout as explained in the Power Point file.
- Upload the Power Point file in this section

Note: in case a project is in a phase where alternative options are still possible promoters can upload more options but have to indicate the most plausible.

[Upload Document](#)

130 Please upload any additional document
Upload any additional document which you did not have the chance to upload in the relevant sections of the questionnaire.

Submit

After filling in all the relevant fields, click on the “Submit” button at the end of the page. If the project cannot be submitted, it means that some of the mandatory fields have not been filled in. These fields should be highlighted with the red message “Required”. Fill all these fields and click again on the “Submit” button.