



Austrian Gas Grid Management AG

USER REGISTRATION

BGR / Supplier/ network operator

AGGM PLATFORM

- ▶ You can register as an additional user or main user for your company depending on the role on the AGGM platform.
- ▶ If you are already registered as a user and would like to become a main user, please contact mgm@aggm.at
- ▶ The next slides describe the exact procedure.

1

Registration form



- ▶ Fill in the registration form on the [AGGM platform](#) (*One Stop Shop > Registration*)

2

Note



- ▶ Activate the link sent to the e-mail address you entered and set a new password.

3

Data input



- ▶ Now log in to the AGGM platform and enter your data under *Admin > Company Information*.
- ▶ Do not forget to finally submit the data!

User registration - Data input

AGGM Austrian Gas
Grid Management AG

Participant type



- User registration
- EI X-Code of your company
- User type: either additional user or main user (*If the organisation has several roles in the market, the main user will be reset for all of them!*)
- Optional: use user data as billing contact and/or 24-hour contact

User role



- Register for the corresponding role as: BGR / Provider / Network operator
- **If your organisation has multiple roles, you can also specify here whether your user should have these roles.**

Authorised signatory(ies)



- Enter the names and personal e-mail addresses of the person(s) listed in the company register extract here.
- These persons must then sign the AGGM authorisation document.

Documents



- Upload a current company register extract here
- Optional: Copy of identity card

Confirmation



- Now confirm that the information is correct
- Submit your data
- AGGM will contact you as soon as possible

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Data Check



- ▶ The registered data will be checked by AGGM.
- ▶ AGGM will contact you if the data needs to be corrected (corrections are made by the user in the [AGGM platform](#)).

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Authorisation document



- ▶ To activate access to the AGGM platform, an authorisation document must be signed by the authorised person(s). The document is sent by AGGM.
- ▶ AGGM uses DocuSign for this purpose. If this is not an option for the company, AGGM will inform about an alternative.