

RRM@ENEX Users' Guide

Version 1.1

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1 Version History

Version	Date	Changes
1.0	September 28, 2020	Initial version
1.1	October 30, 2020	1. 5.3.1.2 Lifecycle description section.
		2. 5.3.2. FOMP
		3. 5.4.2. The Upload Files web page

2 Introduction

2.1 Purpose and intended audience of this document

According to REMIT Regulation 1227/2011 Art.8, all the Market Participants shall provide the Agency for Cooperation of Energy Regulators (ACER) with a record of their wholesale energy market transactions, including orders to trade. The submission of such records to ACER is performed through a Registered Reporting Mechanism (RRM).

The Hellenic Energy Exchange (HEnEx), being approved as RRM, provides REMIT Reporting Services to (a) Market Participants who intend to use HEnEx as RRM, (b) Market Participants who intend to use a third party RRM but are trading members of HEnEx and (c) Market Participants reporting their bilateral contracts.

HEnEx has developed a dedicated application (RRM Application – RRM@ENEX) accessible through its Members Portal to enable Market Participants fulfil their REMIT Reporting obligations. Market Participants, which are also HEnEx Trading Members, may access the dedicated application and either monitor the automatically submitted reports of their transactions concluded in HEnEx markets to ACER or download a copy of their market data and make use of a third party RRM for the reporting.

Our services cover also the reporting of bilateral transactions and/or orders/transactions executed in a foreign OMP of Market Participants that intend to use HEnEx as RRM, also available through HEnEx's <u>Members Portal</u>.

Specifically, RRM@ENEX has been developed in order for HEnEx to provide to Market Participants an application via which they can comply with the above reporting regulations in regard to:

- 1) Reporting of Transactions (standard contracts) concluded in HEnEx DAM & IDM Markets (REMIT Reporting Services A1-A4).
- 2) Reporting of Transactions (standard contracts) concluded in HEnEx Derivatives Market (REMIT Reporting Services A5-A6).
- 3) Reporting of Bilateral Contracts (both standard and non-standard contracts) for the supply of electricity and/or natural gas (REMIT Reporting Services B).
- 4) Reporting of Transactions (standard contracts) concluded in a Foreign OMP (REMIT Reporting Services C).

This document is a User Guide for the application RRM@ENEX. The intended audience of this document are the users of Market Participants who have subscribed to any of the REMIT Reporting Services provided by HEnEx.

This document does not describe the reporting obligations under REMIT of a Market Participant nor the Technical aspects (file format, trading examples etc) related to the reporting under REMIT. This kind of information is available through <u>ACER documentation</u>.

Please notice that the information in this document is subject to change. The most updated version of the current document, is available on EnexGroup website.

3 Definitions

Acronym	Definitions
MP	ENEX Members Portal
HEnEx	Hellenic Energy Exchange S.A.
ACER	Agency for the Cooperation of Energy Regulators
ARIS	ACER Remit Information System
ISO	International Standards Organization
RRM	Registered Reporting Mechanism
SSO	Single Sign On
FOMP	Foreign Organized Market Place
DAM	Day Ahead Market
IDM	Intra-Day Market
LIDA	Local Intra-Day Market

4 ENEX Members Portal

4.1 Overview

The ENEX Members Portal (MP) is a central service point which provides HEnEx Members with a variety of services. These services are related to regulatory obligations such as MIFID II-MIFIR, REMIT, Position Reporting and others.

MP consists of the following:

- 1. An Authentication-Authorization mechanism, which grants Market Participants access to MP and controls access to the different services that MP offers, according to the corresponding service subscriptions.
- 2. An Information Exchange Interface, which enables Market Participants to submit data and monitor the status of their submissions. The Information Exchange Interface supports an interactive Web UI.
- 3. A Validation Engine, where all submissions are checked with the appropriate validation rules, in order to ensure data validity. Reporting entities are given the means to spot, correct and resubmit invalid data.
- 4. The HEnex Reporting Engine, which gathers data from Henex internal sources and produces the corresponding reports to be sent to the Reporting Authorities, on behalf of the MP services' subscribers.
- 5. A Foreign Application Communication Engine, which:
 - a. Forwards data/reports to a Foreign Application, which can be any application external to MP such as a Reporting Authority.
 - b. Handles the results from the Foreign Application, and makes them available to Market Participants.

Users of MP access all of the above functionality through a common Web UI.

4.2 Services

The following services are provided via MP, available to MP users according to the services they are registered to:

ORK@ENEX

This is an obligatory service to HEnEx Derivatives Market Members, to meet the requirements of the MiFID II Order Book Keeping.

PRS@ENEX

This service meets the requirements of the MiFID II Position Reporting.

FIRDS@ENEX

This service meets the requirements of the MiFID II FIRDS/FITRS.

RRM@ENEX

This service meets the requirements of the reporting obligations of Market Participants under REMIT.

4.3 Access

A user is considered a new user, when he/she has never logged in to any of the HEnEx applications.

A new user must first get a password, by proceeding with the following actions:

- Access EnExGroup website
- Select Sign-in on the top right corner.
- Fill in his/her e-mail as declared at HEnEx REMIT Services Application Form.
- Select the "Forgot Password" option and follow the instructions in the pop-up window.

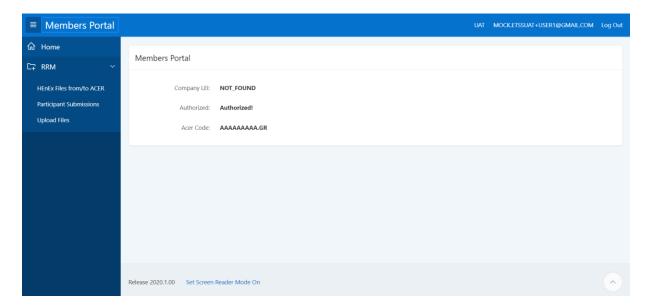
Existing users of the MP gain access to the RRM@ENEX automatically, upon completion of the subscription to REMIT Reporting Services.

In any case external users can manage their passwords via the <u>EnExGroup website</u>. Note that credentials are common for all HEnEx applications.

MP is accessible through the following url:

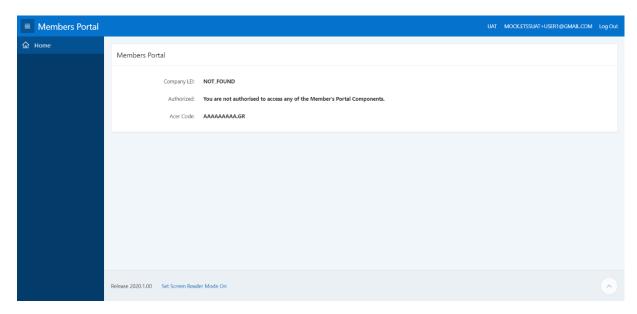
https://mp.enexgroup.gr

Once a user is successfully Authenticated (AuthN), then according to the privileges he/she is granted, he/she can access the services he/she has been authorized to (AuthZ). An authenticated user may access easily other HEnEx services enjoying Single Sign-On (SSO). Using this **Web Interface** users are able to upload/download files, inspect previous submissions status and monitor reporting processes.



The home page of an authenticated user

If the user is successfully Authenticated (AuthN) but not authorized (AuthZ) that is, he/she has no privileges at all, the following screen will be displayed.



The home page of a not authorized user.

If the user has been declared in the HEnEx REMIT Services Application Form but the above screen is displayed please contact HEnEx Remit team at Remit@enexgroup.gr.

5 RRM@ENEX

5.1 Overview

As described at 2.1, RRM@ENEX service is actually a package of services. The functionality of the RRM@ENEX concerning each type of offered sub-service is as follows:

- 1. REMIT Reporting Services A1-A4 (Transactions concluded on HEnEx DAM & IDM Markets). Specifically:
 - a. Service A1: Data Reporting Services for HEnEx Day Ahead Market:
 - i. RRM@ENEX creates the corresponding xml files and makes them available to the service subscribers.
 - b. Service A2: RRM Reporting Services for HEnEx Day Ahead Market:
 - i. RRM@ENEX creates the corresponding xml files and makes them available to the service subscribers.
 - ii. RRM@ENEX reports the corresponding xml files to ACER on behalf of the service subscriber.
 - c. Service A3: Data Reporting Services for HEnEx IntraDay Market:
 - i. RRM@ENEX creates the corresponding xml files and makes them available to the service subscribers.
 - d. Service A4: RRM Reporting Services for HEnEx IntraDay Market:
 - i. RRM@ENEX creates the corresponding xml files and makes them available to the service subscribers.
 - RRM@ENEX reports the corresponding xml files to ACER on behalf of the service subscriber.

- 2. REMIT Reporting Services A5-A6 (Transactions which took place on HEnEx Derivatives Market). Specifically:
 - a. Service A5: Data Reporting Services for HEnEx Derivatives Market:
 - i. RRM@ENEX creates the corresponding xml files and makes them available to the service subscribers.
 - b. Service A6: RRM Reporting Services for HEnEx Derivatives Market:
 - i. RRM@ENEX creates the corresponding xml files and makes them available to the service subscribers.
 - RRM@ENEX reports the corresponding xml files to ACER on behalf of the service subscriber.
- 3. REMIT Reporting Services B (Bilateral standard and non-standard contracts for the supply of electricity and/or natural gas). Specifically:
 - a. Subscribers may upload the corresponding xml files contracts to RRM@ENEX
 - RRM@ENEX reports the corresponding xml files to ACER on behalf of the service subscriber.
- 4. REMIT Reporting Services C (Transactions concluded on a Foreign Organized Market Place (FOMP). These are transactions which took place on an Organized Market Place different than HEnEx). Specifically:
 - a. Subscribers may upload the corresponding xml files to RRM@ENEX
 - b. RRM@ENEX reports the corresponding xml files to ACER on behalf of the service subscriber.

5.2 Reporting of Transactions concluded on HEnEx Spot and Derivatives Markets

5.2.1 Overview

This section describes how the subscribers of the RRM sub-services offered for HEnEx Spot and Derivatives Markets (Services A1-A6), can fulfill their REMIT reporting obligations via the RRM@ENEX.

In the framework of the above sub-services the system creates the corresponding report xml files, which are to be reported to ARIS (ACER REMIT Information System). The files are created according to ACER specifications for Standard Contracts (Table 1). These files contain the orders, trades and the corresponding contracts on which the orders and the trades were placed for each day, each participant and each market. These files are made available to the subscribers of the RRM@ENEX service for downloading.

According to the type of service the files will be automatically forwarded to ACER, or will only be made available for downloading in order for Market Participants to report them to ACER through another RRM.

5.2.2 Reporting lifecycle

Lifecycle description:

Every day, for each subscribed Market Participant and for each trading session (Derivatives, DAM, IDM) a report xml file is being generated containing all related entries (services: A1, A2, A3, A4, A5, A6). Through the "HENEX Files from/to ACER" web page located at the left side menu, under the RRM option, the user of the subscribed Market Participant can monitor the status of reports (for more details on the report file status, please check APPENDIX I - Report file status). A detailed description of this page can be found at section 5.4.4 of the current document.

- 2. The newly created report files according to the services the Market Participant is subscribed to, will either:
 - Stop being processed and the report status will become CMPT. This is a Final status
 and will occur only if the Market Participant has subscribed to any of the services A1,
 A3 or A5. In this case the Market Participant can download the xml report file, in order
 to report it to ACER via another RRM from the "HENEX Files from/to ACER" web page.
 - Be forwarded to ACER/ARIS and its report status will become DSNT. This will occur only
 if the Market Participant has subscribed to any of the services A2, A4 or A6, under
 which RRM@ENEX reports on behalf of the Market Participant. A change of status will
 appear on the "HENEX Files from/to ACER" web page.
- 3. The RRM@ENEX Communication module receives ACER/ARIS feedback files (Receipt File) for the files that were sent to ACER (services: A2, A4, A6). The report file status will become FRCV. On the "HENEX Files from/to ACER" web page the change of status will appear and the actual report feedback can be downloaded.
- 4. Feedback files are being processed by RRM@ENEX. A change of status will appear on "HENEX Files from/to ACER" web page. The report files will become:
 - ACPT when all entries were accepted.
 - RJCT when all entries were rejected. In case of a RJCT status, HEnEx RRM support team will be notified, in order to take remedial action.
 - PART when some entries were accepted, while others were rejected. In case of a PART status, HEnEx RRM support team will be notified, in order to take remedial action.

5.3 Reporting of Transactions concluded outside HEnEx Markets.

This section describes how the subscribers of Bilateral and FOMP Services (Service B and C respectively) can fulfill their REMIT reporting obligations via the RRM@ENEX.

5.3.1 Bilateral Trading (Service B)

5.3.1.1 Overview

In this section the Bilateral Service (Service B) is being described.

There are two types of report files involved in the above services:

- 1. Table 1: Reporting of Standard Contracts.
- 2. Table 2: Reporting of Non-Standard Contracts.

5.3.1.2 Lifecycle description

- 1. Market Participants create the report files on their own. HEnEx, during the subscription phase, provides Market Participants with a user friendly tool that enables them to create the necessary -in ACER format- xml files. Market Participants, optionally, may use locally the provided tool (xls_to_xml_converter) in order to create the xml report files. HEnEx suggests Market Participants to use the provided converter. Please bear in mind the following:
 - a. field Reporting Entity ID should be populated with HEnEx 's ACER Code: B0015217D.GR. If not then RRM will replace this value with the correct value before sending the final report to ACER.
 - b. the *ID of the Market Participant* should be populated with the Market Participant's ACER Code. If not the submission will be rejected by the RRM.
- 2. Registered users of the Market Participant are logged in to the Member's Portal and visit the RRM section.

- 3. Via the "Upload Files" web page (see section 5.4.2 for a detailed description) users can upload the xml report files to be reported to ACER. At this step they have to specify the type of xml report file they want to upload (Table 1 or Table 2). Once the report file is submitted a submission Id is returned to the user as the reference number.
- 4. Once a report file has been received by the system:
 - a. A new "secondary" name for this report file is created. This new name is used to send the report file to ACER and complies with ACER naming convention rules, thus it contains the file type (Table1 or Table2) and the corresponding version (V1 or V2).
 - b. Along with the new name a unique number is assigned. This number is called the file id and is used to identify, within the RRM@ENEX application, the report from all other reports of the Market Participant, regardless of whether they were submitted by the Market Participant (Services B,C) or created by the RRM system (Services : A1, A2, A3, A4, A5, A6).
 - Note that Users can monitor the process either via the "*Participants Submissions*" web page or via the "*HEnEx files from/to ACER*" web Page (see sections 5.4.3, 5.4.4 for a detailed description). File Id serves as the common field between those to views.
 - c. The newly inserted report file status is NEWT.
- 5. The communication module sends the report xml to ACER. The report status will become DSNT.
- 6. The RRM Communication module receives ACER/ARIS feedback files. The report files will become FRCV.
- 7. Feedback files are being processed by RRM. The report files will become:
 - d. ACPT when all entries were accepted
 - e. RJCT when all entries were rejected
 - f. PART when some entries were accepted, while others were rejected.

5.3.2 FOMP (Service C)

5.3.2.1 *Overview*

In this section the Foreign Organized Market Place (Service C) is being described.

Under this Service, RRM@ENEX receives the xml file, containing Market Participant's transactions data from another OMP, uploaded by the Market Participant. The xml file format should be valid against REMIT Table 1 xsd (version 1 or 2). RRM@ENEX replaces the filed Reporting Entity ID with HEnEx's ACER Code and submits it to ARIS. The Market Participant is responsible for the truthfulness, completeness, accuracy and updating of the reportable information, as well as the successful and timely submission to HEnEx.

5.3.2.2 Lifecycle description

- 1. Market Participants upload the report files on RRM@ENEX. Note that:
 - a. RRM@ENEX will replace the field *Reporting Entity ID* with HEnEx's ACER Code: B0015217D.GR.
 - b. the *ID of the Market Participant field* should be populated with the Market Participant's ACER Code. If not the submission will be rejected by the RRM.
- 2. Registered users of the Market Participant are logged in to the Member's Portal and visit the RRM section.
- 3. Via the "Upload Files" web page (see section 5.4.2 for a detailed description) users can upload the xml report files to be reported to ACER. Once the report file is submitted a submission Id is returned to the user as the reference number.

- 4. Once a report file has been received by the system:
 - a. A new "secondary" name for this report file is created. This new name is used to send the report file to ACER and complies with ACER naming convention rules, thus it contains the file type Table1 and the corresponding version (V1 or V2).
 - b. Along with the new name a unique number is assigned. This number is called the file id and is used to identify, within the RRM@ENEX application, the report from all other reports of the Market Participant, regardless of whether they were submitted by the Market Participant (Services B,C) or created by the RRM system (Services : A1, A2, A3, A4, A5, A6).

Note that users can monitor the process either via the "*Participants Submissions*" web page or via the "*HEnEx files from/to ACER*" web Page (see sections 5.4.3, 5.4.4 for a detailed description). File Id serves as the common field between those to views.

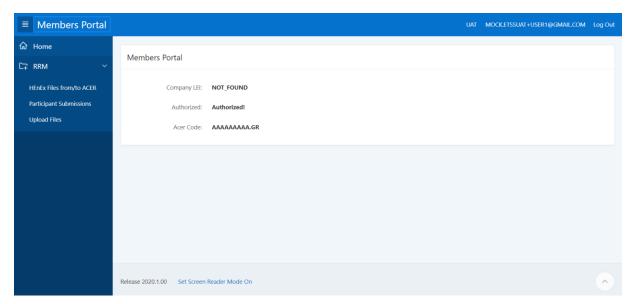
- c. The newly inserted report file status is NEWT.
- 5. The communication module sends the report xml to ACER. The report status will become DSNT.
- 6. The RRM Communication module receives ACER/ARIS feedback files. The report files will become FRCV.
- 7. Feedback files are being processed by RRM. The report files will become:
 - a. ACPT when all entries were accepted
 - b. RJCT when all entries were rejected
 - c. PART when some entries were accepted, while others were rejected.

5.4 RRM@ENEX Menu

In this section the web pages/submenu of RRM@ENEX is explained.

5.4.1 Home page

Once a user logs in the Members Portal he/she will redirected to the home page of the application.



The **Home** page of an authenticated user

On the left side, there is a menu for all the services of the Members Portal he/she has subscribed.

On the main screen some static information are displayed:

1. Company LEI: The Legal Entity Identifier of the user's Company if such is available.

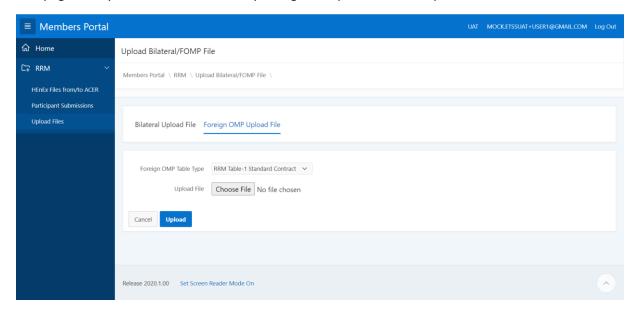
- 2. Authorized: whether the user is authorized or not to view the Member's Portal. Note that if no relevant roles are granted to users then a "not authorized" message shall be displayed.
- 3. The Market Participant's ACER Code.

On the top right corner, the following are displayed:

- 1. The environment of the application (UAT or Production).
- 2. The user's email address.
- 3. The log out link.

5.4.2 The Upload Files web page

This page is only available to users with privileges to upload xml file reports for Services B or/and C.



The "**Upload Files**" web page with both tabs (services Bilateral and FOMP) enabled.

In order to upload a file,

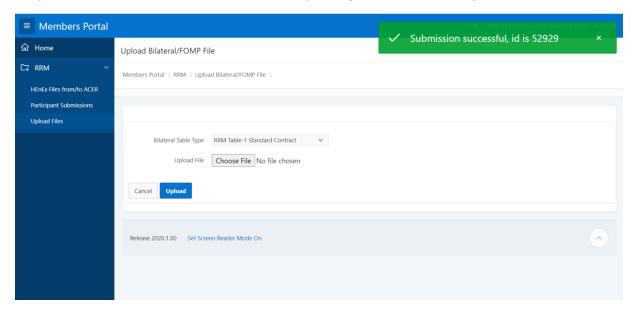
- 1. Users click on the corresponding tab according to the type of service (Bilateral or FOMP). If the Market Participant has subscribed only to one service (Bilateral or FOMP), then its users will have access only to the related tab, while the other tab will not be displayed at all.
- 2. Users select from a drop down list the desired file type (Table1 or Table2) which they upload. For FOMP reports (Service C) only Table1 option is allowed.
- 3. Users click on Browse to select their files.
- 4. Users click on *Upload* to finish uploading the file or *Cancel* to cancel their actions.

XSD validation: Note that if the uploaded xml file is not valid against the corresponding xsd, then the file shall be rejected by the RRM@ENEX validation process and will not be stored in the RRM@ENEX system. In this case a notification message shall be displayed to the user indicating the rejection reason. Users should validate their xml files against the corresponding xsd before submitting them.

Business validation: Note that if the field *ID of the Market Participant* is not be populated with the Market Participant's ACER Code, then the file shall be rejected by the RRM@ENEX validation process

and will not be stored in the RRM@ENEX system. In this case a notification message shall be displayed to the user indicating the rejection reason.

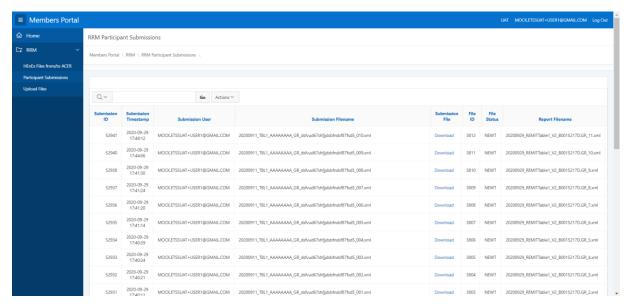
If the file is successfully uploaded then a Success notification message shall be displayed containing a unique number, referred as Submission Id corresponding to the file that was just submitted.



The Success notification message displayed after a successful file submission at right top corner.

5.4.3 The Participant Submissions web page

This page is available only to users with privileges to upload Bilateral Contracts or Orders/Trades placed on a Foreign Organized Market Place (Services B, C). These rights were declared by the Market Participant in REMIT Services Application Form.



The "Participant Submissions" page

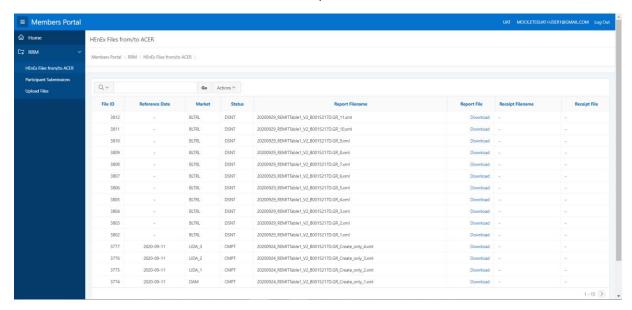
Description of available columns:

1. Submission ID: The unique number which identifies the file that was submitted to RRM@ENEX.

- 2. Submission Timestamp: The date and Time of the file submission to RRM@ENEX.
- 3. Submission User: The user of the Market Participant that submitted the file to RRM@ENEX.
- 4. Submission File Name: The original file name of the file submitted by the Market Participant.
- 5. Submission File: This field is a link to download the file that was submitted to RRM@ENEX by the Market Participant.
- 6. File ID: a unique reference number of the file that was sent to ACER. This File ID serves as an identifier in RRM@ENEX among all files sent to ACER, regardless of whether they were submitted by the Market Participant (Services B,C) or created by the RRM system (Services: A1, A2, A3, A4, A5, A6). This field corresponds to the file Id of the table on *HEnEx Files from/to ACER*.
- 7. File Status: the status of the report file sent to ACER. This can be one of NEWT, DSNT, FRCV, ACPT, RJCT or PART as described in section APPENDIX I Report file status.
- 8. Report File name: The file name of the file sent to ACER According to ACER specifications.
- 9. Report File: This field is a link to download the file that was sent to ACER.
- 10. Receipt File name: the file name of the feedback file received from ACER.
- 11. Receipt File: This field is a link to download ACER the feedback file received from ACER.
- 12. Details: A summary of errors contained in the feedback file, if any occurred.

5.4.4 HEnEx Files from/to ACER web page

Users of Market Participants can monitor the reporting process via a single web page, the *HEnEx Files from/to ACER* web page. In order to view this page, the user has to click the *HEnEx Files from/to ACER* link located at the left side menu, under the RRM option.



The **HEnEx Files from/to ACER** page, where a user can monitor the reporting process and download the corresponding files.

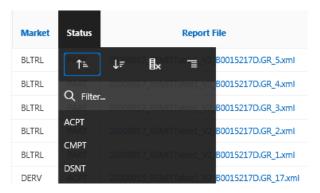
Description of available columns:

- 1. File Id: the unique number assigned to the report file.
- 2. Reference Date: the date for which the reporting takes place (reporting day).
- 3. Market: indicates the Market on which the orders /trades took place.
 - a. DERV stands for the HEnEx derivatives market (services: A5, A6)
 - b. DAM stands for HEnEx Day Ahead Market (services: A1, A2)

- c. LIDA_1, LIDA_2 etc stands for the various HEnEx Intra Day Markets (services: A3, A4)
- d. BLTRL stands for the Bilateral trades (service B)
- e. FOMP stands for Foreign Organized Market Place (service C)
- 4. Status: display the report file status (see APPENDIX I Report File Status for a detailed description)
- 5. Report File name: The file name of the file sent to ACER according to ACER specifications.
- 6. Report File: this is a link to the report file.
- 7. Receipt File name: The file name of the feedback file received from ACER.
- 8. Receipt File: this is a link to the feedback file from ACER.
- 9. Created date: The Time and date when the file was created. This Column is hidden on the default view and can be enabled via the *columns* option from the *Actions* drop down list.
- 10. Last Update Date: The last Time and date when the file was updated. This Column is hidden on the default view and can be enabled via the columns option from the Actions drop down list.

Tools:

1. Users by clicking on its column are provided with filtering and sorting options



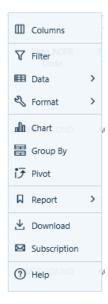
Applying filters by clicking on column names

2. Filters may be applied also via the search bar

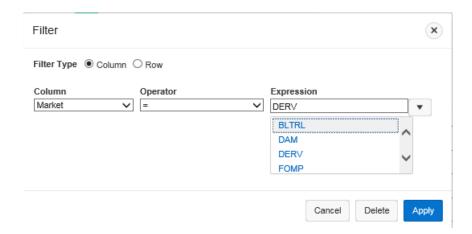


The search bar and the Actions button

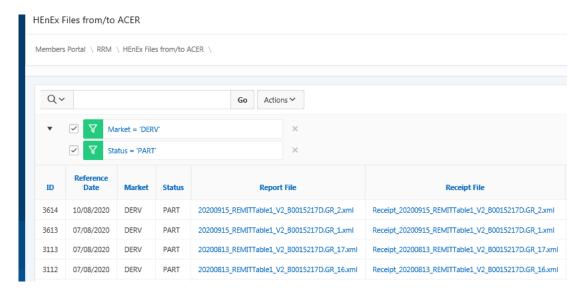
- 3. More options are available to users via Actions drop down list. For example, users may:
 - a. Apply their own custom filters. Multiple filters can be applied as well.
 - b. Decide which columns to be displayed
 - c. Create, save and download their own custom reports.



The Actions drop down list



Applying filters using the Filter option of the Actions drop down list.



Multiple Filters Applied.

APPENDIX I - Report file status

In order for users to be able to monitor the process in each service, each report file has its own Report Status. The Report Status describes the current condition of the report and indicates which actions took place. Specifically:

Report Status	Description
NEWT	A NEW report file was created. A report can be created either as a
	result of
	1. an internal process (Services A1, A2, A3, A4 for HEnEx SPOT or
	services A5, A6 for the Derivative Market).
	2. an external process (cases of Bilateral and FOMP Sub-services
	where Market Participants submit their own reports to the system [B,C services]).
CMPT	The lifecycle of the report is considered Completed. This status occurs
	only if according to the subservice, the report file is NOT to be sent to
	ACER (Services A1, A3, A5). This is a Final Status.
DSNT	The DSNT (Destination Sent) indicates that the report was sent to ACER.
FRCV	The FRCV (Feedback Received) indicates that ACER has provided a
	Feedback for the report. This Feedback file has been successfully
	received by RRM@ENEX.
	This status corresponds only to services A2, A4, A6, B, C where
	RRM@ENEX reports on behalf of the Market Participant.
ACPT	Feedback file for this report has been parsed and analyzed. The result
	of this analysis is that all entries of the report were accepted by ACER.
	This is a Final Status.
	This status corresponds only to services A2, A4, A6, B, C where
	RRM@ENEX reports on behalf of the Market Participant.
RJCT	Feedback file for this report has been parsed and analyzed. In this case
	the result of this analysis is that either the whole report file has been
	rejected (e.g. due to xml-format errors) or every single entry has been
	rejected due to content errors. In both cases, all entries of the report
	have been rejected by ACER. This is a Final Status.
	This status corresponds only to services A2, A4, A6, B, C where
	RRM@ENEX reports on behalf of the Market Participant.
PART	Feedback file for this report has been parsed and analyzed. The result
	of this analysis is that some entries of the report have been accepted
	by ACER, while others have been rejected. Thus the file is considered
	Partially Accepted. This is a Final Status.
	This status corresponds only to services A2, A4, A6, B, C where
	RRM@ENEX reports on behalf of the Market Participant.

Each report consists of entries which can be either orders, trades or contracts according to ACER specifications.