

Access to the National Natural Gas System

A guide for concluding with DESFA a Framework Agreement for

The Transmission of Natural Gas

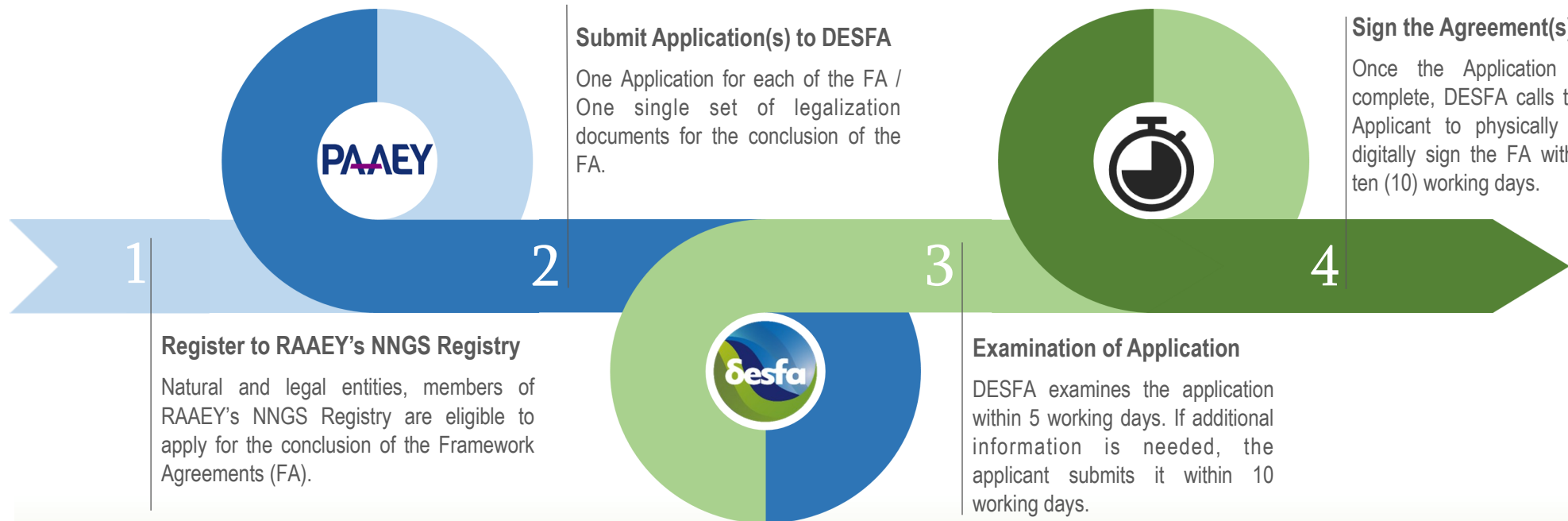
The Use of the LNG Facility in Revithoussa

The Use of the LNG Facility for Truck Loading

Hellenic Gas Transmission System Operator



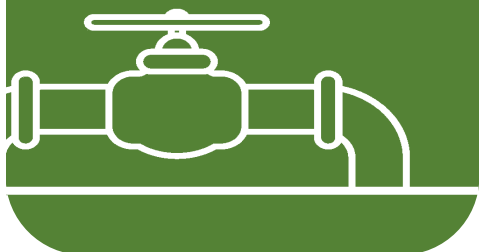
Signature Process Overview



In the next pages of this guide you can find the detailed guidelines for the steps that you need to take.

Types of Framework Agreements

Transmission



[Official
Greek](#)

[Unofficial
English](#)

LNG Facility Usage



[Official
Greek](#)

[Unofficial
English](#)

Truck Loading



[Official
Greek](#)

[Unofficial
English](#)

You may find the Framework Agreements (Greek and English versions) in the links above.

Only the Greek version is deemed as official and the one that shall be executed.

1 Register to RAAEY's User Registry of the NNGS

As a first step your company must be included in the User Registry of the National Natural Gas System (NNGS) kept by the Regulatory Authority for Energy, Waste & Water (RAAEY), by obtaining the relevant Decision from RAAEY.

For further information, please contact [RAAEY](#). As soon as you have the relevant Decision from RAAEY, you are eligible to submit an application to DESFA along with the necessary legalization documents.

2 Submit Application(s) to DESFA

In order to conclude the Framework Agreements, you need to submit to DESFA the respective Application for Transmission, LNG Facility Usage, and/or Truck Loading Services. ("APPLICATION FOR THE CONCLUSION OF A FRAMEWORK AGREEMENT").

Each application needs to be accompanied with the appropriate legalization documents and according to our guidelines as found within "DOCUMENTS TO BE SUBMITTED WITH THE APPLICATION FOR A FRAMEWORK AGREEMENT".

Framework Agreements can be concluded by submitting only one set of legalization documents along with the Applications, i.e. one set of legalization documents (Annex 1A of the LNG Facility Usage and Transmission FA, Annex II of the Truck Loading FA) and the Application Forms (Annex 1 of the LNG Facility Usage and Transmission FA, and Annex I of the Standard Truck Loading FA) for each FA to be concluded.

The Application/s and the legalization documents can be emailed at services@desfa.gr. Physical documents can be submitted to DESFA's headquarters (please see step 4 in the following page).

3 Examination of Application(s)

As soon as we receive the full set of documents described in Step 2, we shall evaluate your application according to the provisions of the Network Code, provide you with any feedback, if necessary, and in turn send you the Agreements

for your signature (i.e. DESFA examines the application within 5 working days. If additional information is needed, the applicant submits it within 10 working days).

4 Sign Framework Agreement(s)

As soon as your application is considered complete, we shall prepare the Framework Agreement(s) and submit them to you for your signature. The Framework Agreement(s) may be signed:

- Digitally, with an advanced electronic signature from an accredited certification service provider that is included in the [EU Trusted List of Trust Service Providers](#), or
- Physically in three (3) copies, each bearing the Company's stamp (for documents coming from a foreign country

please see next page) and submitted to DESFA's headquarters. Our address is:

DESFA

357-359 Messogion Ave.

152 31 Halandri

Athens, Greece

in consideration of Commercial Services Division

In case the latter is your preferred method, please email us a scanned copy before submitting the hard copies.

Useful information

Validity period and costs

The Framework Agreements are valid for an indefinite period and there are no costs towards DESFA associated with the conclusion of the Agreements as long as there is no activity from your side.

Documents from a foreign country

Provided that the submitted documents, coming from a foreign country, do not bear an advanced electronic signature of their issuer, they must bear the note of the Hague Convention (Apostille). It is clarified that in case of submission of private foreign documents, the latter are required to bear a certificate of authenticity of the signature of the signatory from a notary or from another competent administrative or judicial authority, as well as a note of the Hague Convention (Apostille).

Translations

Foreign documents submitted for the conclusion of a Framework Agreement must be officially translated in Greek language. For your convenience please note that, under Greek law, an official translation may be provided by the following competent bodies:

- Official translation by a Greek lawyer, member of a Greek Bar Association
- Official translation by the Greek Foreign Ministry's Department of Translation (and the competent Greek consular authorities)
- Official translation by official translators-graduates of the Ionian University

In each of the aforementioned cases the competent body will certify that the translation is a full (e.g. Apostille included) and true translation of the original source copy of the document provided.

Useful information (cont'd)

Access to Electronic Information System

After the Agreements are duly signed, you can find the necessary info for accessing and using our Electronic Information System (EIS) [here](#), the system via which all communication between DESFA and Users is conducted and daily operations are performed.

Access to EIS is given only to authorized representatives of a User. For this reason, though not a prerequisite for the execution of the Framework Agreements, we propose to proceed with the authorization of the members of the team that your Company shall authorize to conduct said activities and to access our EIS. For that, we would need a declaration of your legal representative, if such powers are given by the Board (and if not, a Board resolution), by virtue of which certain person(s) would be authorized to undertake all necessary legal and material actions in the course of the daily operations.

The declaration shall include the list of authorized employees of the Company, along with their identification information, i.e. :

- Full name
- Address of residence (municipality, street, number)
- ID card No. or Passport No.
- Day of issuance and date of expiration (if any)
- Issued by which authority

The declaration shall be translated in Greek and Apostilled, according to the directions for the rest of the documents submitted.

Please contact us for any question regarding the content of this declaration.

Disclaimer

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Thank you!

For any inquiries contact us at
services@desfa.gr

