



BossaPower+, BossaPower

*DM BOŚ S.A. Transactional System Manual for markets run by TGE SA [POLPX] –
BossaPower*





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Introduction

General Information:

- In this Manual, the words 'Customer' or 'User' are used interchangeably and constitute a reference to a Customer of Dom Maklerski Banku Ochrony Środowiska S.A. (DM) who is a BossaPower and/or BossaPower+ user.
- BossaPower+ is an application that allows Customers of Dom Maklerski Banku Ochrony Środowiska S.A. to access their clearing accounts, commodity registers or financial instrument accounts over the Internet. It is a dedicated system for transactions on the commodity and financial markets run by Towarowa Gielda Energii S.A. ('TGE') with access to their quotations.

While using this Manual, Customers will be able to access two applications at the same time: the BossaPower+ application, constituting the DM-approved software to conclude transactions on the markets operated by TGE, and the BossaPower application, providing Customers with access to the history of their orders and transactions carried out before they started to use BossaPower+ (transitional period).

When the transitional period has expired, DM shall provide Customers with access to the history of their BossaPower orders and transactions via BossaPower+ system while access to the formerly used BossaPower application shall be blocked. The date marking the end of such transitional period shall be announced by means of a Regulation by DM CEO.

- The applications are dedicated for:
 - Commodities Market (CM), comprising:
 - a) Day-Ahead Market and Intraday Market (DAM&IDM)
 - a) Day-Ahead Market and Intraday Market for Gas (DAM&IDMg)
 - c) Commodity Derivatives Market (CDM), including:
 - Electricity Derivatives Market (EFM)
 - Gas Derivatives Market (GFM)
 - Proprietary Rights Derivatives Market (PRDM)
 - d) Proprietary Rights Market (PRM)
 - Financial Instruments Market (FIM), comprising*:
 - a) Financial Instruments Market for Electricity (FIM_E)

* Not applicable to BossaPower

- As every IT system, BossaPower and BossaPower+ may be also subject to failures, disruptions and delays. This may lead to a situation in which the Customer is unable to use, or experiences difficulties in using, the systems for operating the relevant account. If any Customer happens to be in doubt about the system operation, he should use instead the phone-based customer service offered by DM. Phone numbers of the Division of Brokerage Services in Energy Markets: + 48 32 606 76 30 or + 48 32 606 76 36.



- BossaPower and BossaPower+ are secured by an encryption protocol. The connection security is verified with a valid SSL certificate.
- Instructions and/or orders may be placed in the manner and on the terms of accepting orders and instructions set forth in the applicable Terms and Conditions of brokerage services provision.
- Customer is obliged to follow the instructions of DM regarding security rules to be observed while using the DM-approved software; in particular, Customer should exercise due diligence in protecting the data used to log into the DM-approved software (including his user ID and password). Customer shall be fully liable for making these available to any third parties. General information and security guidelines can be found at <http://bossa.pl/oferta/gielda/pytania/bezpieczenstwo/>.
- Whenever there is a reasonable suspicion about the authenticity of an order/instruction submitted, DM may suspend processing of such an order/instruction until the suspicion is cleared or refuse to process it altogether.
- Whenever there is a suspicion of a third party coming into possession of the Customer's ID or password used for the DM-approved software, Customer shall be obliged to immediately notify DM of such a suspicion in order to have the Customer's account secured against an unauthorized access. Such a notice may be delivered to DM over the phone at (+48) 32.606.76.30.
- Until the Customer's obligation referred to above is fulfilled, DM shall not be liable for any Customer's loss caused by any third party in relation to the Customer's ID/password disclosure/loss, provided that the ID/password disclosure has not arisen through DM actions. Upon receipt of a notice of a suspected disclosure of authentication data (ID/code/password) by a third party, DM shall use due diligence in preventing the use of such data by any unauthorised party.
- In accordance with the provisions of Article 18(5) of the Electronic Services Act of 18 July 2002, DM may process the Users' operating data (i.e. data describing the method of User's utilization of the services referred to herein), including:
 - User ID, assigned to him on the basis of data provided by such User;
 - ID of the telecommunications terminal or the IT system that was used by the User;
 - information about the start/end date and time and the scope of using the electronic services in each instance of such use;
 - information about the User's accessing the electronic services.
- DM may notify User of any unauthorized activities of such User and demand their immediate cessation and, whenever DM learns that any User utilizes DM's services provided through the DM-approved software in a manner non-compliant with the relevant Terms of Service or with the applicable regulations (unauthorized use), notify the User of DM's exercise of their right to evidence the fact and scope of such unauthorised use by recording it, and of DM's right to process such User's personal information to the extent necessary to determine the User's liability for such unauthorised use.
- The data necessary for the correct processing of Customer's orders/instructions should be submitted in line with the descriptions provided for individual fields in the order/instruction form. Prior to the order/instruction authorization, Customers should make sure that the order/instruction is clear and



consistent with their intentions. Customer shall be solely liable for the consequences of incorrect or erratic submission of an order/instruction.

Customer shall be obliged to keep a check on the correctness of processing their orders and/or instructions. Any non-compliance regarding orders/instructions should be notified in the manner and on the terms set forth in the applicable Terms and Conditions of brokerage services provision.



Part I Access to the on-line transactional system, including quotation handling, operations in clearing accounts, commodity registers or financial instrument accounts – BossaPower+

Application functionalities

This chapter will discuss the functionalities of BossaPower+, an application for accessing the on-line transaction system, namely accessing current quotations in the TGE-run markets for commodities and financial instruments as well as the detailed information on Customer's clearing account, commodity registers (e.g. settlements, invoices, schedules) and accounts of financial instruments, including a possibility of online ordering of transfers of funds available.

Before using the application, please read the security information and recommendations from DM, which can be found at <http://bossa.pl/oferta/gielda/pytania/bezpieczenstwo/>

Logging in

1. Connect over the Internet to the BossaPower+ login page at <https://www.bossa.pl/bossa/login>, enter the User ID and password in the appropriate fields (the Token field does not apply to Users having POLPX accounts), and then click on the [Log in] button on the screen. Providing incorrect authorisation data will pop up the message 'Transaction system bossa.pl log-in error'; enter the correct data and click on the [Log in again] button.

To log in, use the User ID and password. When logging in for the first time, the User will be prompted to change his password.

Exclusively for Customers using the transitional period [see Page 3, Introduction]

Note: *The new password will be valid for both BossaPower and BossaPower+. Any subsequent change of the BossaPower+ password will also change the password for BossaPower. Upon changing the password in BossaPower, the User will have two different passwords for these two applications.*

2. The password should be entered into the [Password] field. The characters put in will be displayed as asterisks. Three subsequent errors in entering the ID or password will disable the account, of which the User shall be notified via e-mail. On <https://www.bossa.pl> website the User can use the link provided for unlocking the account, and then place an instruction to unlock the account, submitting



his personal data correctly. If all the data are entered correctly, the account shall be unlocked by DM. Provided that the User carries out the procedure of unlocking his account correctly, he shall be assigned a unique PUK number to be used in the future for a simplified procedure of unlocking his account.

3. Upon logging on to BossaPower+, the User will receive greeting messages, presenting to him any new regulations and other information which require Customer's confirmation of his having read and understood their contents. Clicking on the [Next] confirmation button for each of the messages is equivalent to making such a declaration. The messages will be accessible in the [Account Service > Message Centre > Message Archive] menu. Upon reading the messages, the User will be taken to the first option of the main menu - [Reports].

Main menu

The main menu and the side tabs are accessible from every page in the transaction system. Selecting one of the main menu tabs will take the User to a corresponding submenu. The side tabs include: Print-out of the current page, Site map and Help either for the current page or for an option selected in the transaction system. At the bottom of the screen, there is a SHORTCUTS bar for quick navigation to the frequently used options. The SHORTCUTS content can be personalized in the [Account Service > Site Map] menu (quick access via the Site Map side tab).

The User can select the language in which the system is operated. Changing the default language (Polish) to English is possible with the [polski] [English] buttons located in the top-right corner of the screen.

The [Accounts] panel is located below the side menu, regardless of the tab selected in the main menu. It will display a list of DM accounts accessible to the user. This panel makes it possible for the User to quickly switch between the accounts.

A list of links will display the DM account number and type. Holding the cursor over the selected account will display information on the account holder. Selecting a specific account will cause a switch between accounts.

The top-right corner of the screen will continuously display the name of the Customer holding the account to which the User is logged in.

Reports

The [Reports] menu is used to view the balances of clearing account, commodities register and financial instruments account, as well as several reports on this register.

1. **Account statement** provides information on the current status of the clearing account, the commodities register and the financial instruments account. The User can set the default type of statement [*Display ... statement as default*] to be displayed upon selecting the [Reports] menu. The



standard display is a [\[detailed\]](#) statement. In addition to that, the User can configure his own statement. The options available include:

- [\[detailed\]](#) statement - displaying most details of the account status;
- [\[my statement\]](#) - allowing the User to configure their own layout for the statement. To do this, select [\[my statement\]](#), and then [\[my statement - settings\]](#).

Upon selecting the desired layout options, click on [Display a sample]. An example of the personalized statement will be displayed. After using the [\[back to my statement - settings\]](#) link, click on either the [Set my statement] button to save or the [Clear all] button to make corrections. When confirmed, the selected statement will be displayed by default whenever the [Statement] menu is selected.

- Transaction limit** – The limit defines the maximum value of a Bid order that can be placed by the Customer. It is the total of funds in the Customer's ordinary cash account increased by the outstanding receivables; this value also takes into account a possible Shortage and Intraday deposit correction as well as the funds frozen towards the current orders and the transactions not yet cleared.
- Cash on basic account** – non-frozen cash assets. The sum accounts for funds frozen towards the current orders or the transactions not yet cleared
- Receivables** – funds receivable from the Ask transactions that have not yet been cleared.
- Cash blocked for active orders & transactions not cleared yet** - funds frozen as security towards the orders and the transactions not yet cleared.
- Funds blocked for delivery settlement** - funds frozen as security towards the settlement of delivery on D+2 (where D is the day of delivery) resulting from transactions on the derivatives market.
- Shortage** - the amount by which the clearing account should be supplemented so as to secure the value of delivery on D+2. Where the Customer has failed to supplement the funds by 10:00 AM on the day immediately following DM's notifying him of the need to do so, during the day's trading session DM will start closing any of the Customer's positions in commodities (intervention closing).
- Cash blocked for substitute fee** - funds frozen to secure DM's performance of their obligations resulting from the supply of electricity and gas to end users.
- Margin deposit required** – the total of initial and supplementary margin deposits securing the open positions in the EDM, GDM, PRDM and FIM_E markets.
- Calculation of deposit** – time of the last calculation of margin deposit.
- Deposit factor** – factor increasing/decreasing margin deposits required in relation to the value required by Izba Rozliczeniowa Giełd Towarowych S.A. (IRGiT) [*Warsaw Commodity Clearing House*].



- k. **Cash supplement required** - the amount by which the account should be supplemented to make up an overdraft resulting from revaluation of the margin deposits securing open positions in the EDM, GDM, PRDM and FIM_E markets. Where the Customer has failed to supplement the funds by 10:00 AM on the day immediately following DM's notifying him of the need to do so, during the day's trading session DM will start closing any of the Customer's positions in commodities (intervention closing).
- l. **Intraday deposit correction** – funds additionally blocked for increase in margin deposits securing open positions in the EDM, GDM, PRDM and FIM_E markets based on the last Intraday deposits calculation.
- m. **Total value of non-cash securities** - the total of non-cash margin deposits recognized by DM as a security towards open positions on the markets for commodity futures and financial instruments on the basis of a Guarantee Agreement entered by the Customer with Izba Rozliczeniowa Giełd Towarowych S.A. (IRGiT) [*Warsaw Commodity Clearing House*].

Below the information on the clearing account balance, there are two tables on the screen, presenting information on the balances of the Customer's register of commodities and register of financial instruments:

- a. Instruments – the table presents information on proprietary rights and emission allowances, split into:
 - Available - proprietary rights and emission allowances that are available to the Customer - for example, they can be offered for sale. In the event that an Ask order is placed, they will become displayed as 'Frozen to secure orders'.
 - Frozen to secure orders - proprietary rights and emission allowances frozen towards the Ask orders placed. If an Ask order is not executed, they will again become displayed as 'Available'.
 - Frozen for redemption - proprietary rights that have been frozen for their redemption.
 - Balance - the total of proprietary rights and emission allowances held by the Customer.
 - b. Register of open positions on the markets for electricity, gas and financial instruments – a summary of Customer's open positions. The user can display the positions related to the selected portfolio, market or instrument. The calendar [icon] allows specification of the selected date. After selecting the operation type, time window and method of displaying, and possibly selecting a data export option [[Export to CSV / PDF / XLS](#)], click on the [Search] button.
2. **Invoices** allow viewing detailed information on the invoices issued by DM and those to be issued by the Customer. The invoices displayed are read-only, the originals are delivered as per the agreement.



- a. DM invoices – the User can apply filters to define the type of invoices displayed, the market to which they relate and the range of invoice dates required. Upon selecting the desired range of data, including through the calendar [icons], and possibly using the [Export to CSV] option, please click on the [Execute] button. The report generated will display a list of invoices issued by DM during the period selected. By using the [txt, pdf, csv] buttons in the Download column, the User can obtain detailed information on a specific invoice.

The invoices downloaded in PDF format are read-only and serve information purposes only. Original invoices will be delivered to the Customer as per his agreement.

- b. Invoice templates – these are applicable to the invoices that should be issued to DM by the Customer. The User can apply filters to define the type of invoices displayed, the market to which they relate and the range of invoicing dates required. Clicking on the [Execute] button will generate a list. By using the invoice templates, the User can download data to be used while issuing his invoice or apply his own numbering to the invoice template (downloadable in PDF format).

The User has the option to download each of the invoices using [txt, pdf, csv] buttons in the Download column. Starting to download an invoice in PDF format will open a new window where the User can assign his own invoice number, enter the place of issue and edit the date of issue.

3. **Scheduling** will open a window displaying schedules of physical deliveries of electricity and gas which arise from transactions concluded via DM on the electricity and gas DAM and IDM markets. In addition to the total - the balance required – deliveries are presented in separate lines for each BM Unit and TSU ID. The checksums displayed above the schedules are calculated on the basis of the current content of the schedules downloaded from the exchange clearing system. The user can apply the [all transactions] filter to display a schedule covering the entire BM Unit or TSU ID, including the transactions entered into by the entities to whom the BM Unit or TSU ID has been made available. Applying the [own transactions] filter will display a schedule arising solely from transactions concluded within the Customer's own portfolio. Upon selecting the schedule scope and the delivery date to be displayed, click on the [Execute] button. Selecting the [csv, pdf, xls] file type will save the schedule as the selected file type.

Where the BM Unit or TSU ID has been made available to other entities, stopping the cursor over the name of BM Unit or TSU ID will display a list of portfolios included in the schedule.

4. **Orders History** will display an overview of orders placed via the account. Using filters, the User can select the type of order information to be displayed. Upon selecting the desired range of data by using the [Status], [Type], [Side], [Market], [Type], [Portfolio], [Counterparty's RCO ID] and [Exchange Member ID] filters, selecting the time range by using the calendar [icons] and possibly selecting the [Export to CSV] option, click on the [Execute] button. The report generated will display a list of orders



for the period selected. User may use the Order History module to perform order-related operations [modifications, cancellations] provided that the order status is Active.

Clicking on the order number will display the order details along with information on its modifications / cancellations.

5. **Financial history** will display the details of financial flows in the clearing account. The calendar [icons] allow specifying a date range. Using the [View summary only] option will display just a summary of the operations performed in the clearing account, with no history of settlements. The [View opening and closing balances] option will make the report include the information on the opening and closing balances for the day. The [Export to CSV / PDF / XLS] option allows exporting of operations performed to the selected file type. Upon selecting the type, range of dates and search filters for the operations to be displayed, and possibly using the [View summary only] [View opening and closing balances] or [Export to CSV / PDF / XLS] options, click on the [Execute] button.

The Amount column shows the value of financial operations. Amounts displayed in the "+" column increase the balance, those in the "-" column reduce the balance.

6. **Transactions History** will display information on the transactions concluded, as well as on other operations and details of delivery settlements.
 - a) **Transactions** – this is intended for downloading information on the transactions concluded. Using filters, the User can select the type of transactions to be displayed. The [all] option will display both transactions and other operations. The User can also select [transactions] (Bid/Ask), [other operations] (supplementation, freeze, redemption) or a specific type of operations only. Upon selecting the desired range of data by using the [market], [portfolio] and [status] filters, selecting the time range by using the calendar [icons] and possibly selecting the [Export to CSV] option, click on the [Execute] button. The generated table will display a list of transactions for the period selected; where the entire table is exported to a .csv file, the generated file will contain complete information on transaction settlements, including details not presented on the screen. Clicking on the transaction [Volume] will display information on the order which resulted in the transaction. Using the [details, txt, pdf, csv] buttons in the Download column, the User can view or download details of a specific transaction.
 - b) **Deliveries** – this is intended for downloading information on the settlement of delivery resulting from transactions on the derivatives market. Using filters, the User can select the type of information to be displayed. The [all] option will display both buy and sell deliveries. Upon selecting the desired range of data by using the [market], [portfolio] filters, and selecting the time range by using the calendar [icons] and possibly selecting the [Export to CSV] option, click on the [Execute] button. The generated table will display a list of delivery settlements for the period selected; where the entire table is exported to a .csv file, the generated file will contain



complete information on delivery settlements, including details not presented on the screen. Clicking on the transaction [Volume] will display information on the order which resulted in the transaction. Using the [details, txt, pdf, csv] buttons in the Download column, the User can view or download details of a specific delivery settlement.

7. **Viewfinder** – the window will display information on the orders/instructions placed and on their execution or rejection. It will open automatically when an instruction/order is placed. When the window has been closed, it can be reopened via the [Viewfinder] link. The Viewfinder provides information related to the current day.
8. **Archived account statement** – it will display information on the status of clearing account, commodities register and financial instruments account as at a specific day.

Orders

The [Orders] menu is used to place and modify the instructions / orders placed by the User. This menu will display the instruction / order form on the screen.

Warning! The User is obliged to check the status of the order(s) submitted in the [*Viewfinder*] menu. The status changing to 'Archived' or 'Rejected' would mean that the order is no longer active.

1. **Session.** The [Session] menu is used to submit instructions and Ask/Bid orders for commodity and/or financial instruments traded on the POLPX-run continuous trading market.

[Single order placement] - When submitting an instruction or Ask/Bid order using this form, the User has the following options available:

- a) The [Market Group] field allows selection of a market from a list of all market groups. The field allows contextual search of a group market name.
- b) The [Instrument] field is used for selecting an instrument. In order to search for a specific instrument belonging to the Market Group, please use contextual search by typing the first letters of the instrument name.
- c) The [B/A] field specifies the operation type: B - bid, A - ask.
- d) In the [volume] field, please enter the number of instruments covered by the instruction / order.
- e) In the [limit] field, please enter the Bid/Ask price limit for the instrument.
- f) The [Portfolio] field is used for selecting a portfolio from a list of all the portfolios available for the market and for the account selected.
- g) The [type] field is used for selecting a type of order. Orders submitted to the continuous trading system should specify the order activation condition and validity period.

The [advanced] bar contains additional parameters of an order:



-
- h) [Description] field – The description may include any comment and is not mandatory.
 - i) [Stop date] field – The end of the order validity period, specified in terms of a trading session date. The field becomes available after selecting the order type: Good until date.
 - j) The [Stop time] field – The end of the order validity period, specified in terms of a trading session hour. The field becomes available after selecting the order type: Timed order.
 - k) The [Activation Instrument] field – Name of the instrument that the activation condition refers to.
 - l) The [Activation Condition] field – Specification of the condition of order activation, which can be:
 - Ask >= Ask order to be activated at or above the specified Activation Price,
 - Ask <= Ask order to be activated at or below the specified Activation Price,
 - Bid >= Bid order to be activated at or above the specified Activation Price,
 - Bid <= Bid order to be activated at or below the specified Activation Price,
 - Last >= last transaction price equal to or above the specified Activation Price,
 - Last <= last transaction price equal to or below the specified Activation Price
 - m) The [Activation Trigger] field – activation trigger for STOP LOSS orders. Instrument quotation or price limit of the activation trigger.

Placing an order is done by confirming the parameters with Set the order button. An additional window with order confirmation will pop up.

2. **TPNR Menu [TPNR]** allows placement of Ask orders for commodity derivatives traded in the proprietary rights market to be processed as OTC transactions that are not settled financially by DM within the Register of Certificates of Origin (RCO/R^{SP}) system managed by TGE. Bid orders are executed by accepting pending Ask orders. See Active orders .

[Single order placement] - When submitting an instruction or Ask/Bid order using this form, the User has the following options available:

- a) The [Market Group] field allows selection of a market from a list of all market groups. The field allows contextual search of a group market name.
- b) The [Instrument] field is used for selecting an instrument. In order to search for a specific instrument belonging to the Market Group, please use contextual search by typing the first letters of the instrument name.
- c) The [B/A] field specifies the operation type: A - Ask.
- d) In the [volume] field, please enter the number of instruments covered by the instruction / order.
- e) In the [limit] field, please enter the Ask price limit for the instrument.
- f) The [Counterparty's RCO ID] field allows selection of the counterparty at whom the order is directed. The choice of counterparty is necessary for the order to be sent to the RCO.
- g) [Description] field – The description may include any comment and is not mandatory.



3. **TPR** – Bid/Ask orders for commodity derivatives traded in the proprietary rights market to be processed as OTC transactions settled financially by DM – **service accessible by phone or fax only**.
4. **Active orders.** The [Active orders] menu is intended for displaying the active instructions / Ask/Bid orders for instruments on all (or selected) markets, sorted by the filter selected: [date], [side], [name] or [market]. Clicking on the [Execute] button will display a list of active orders.
User may use the [Active orders] module to perform order modifications and cancellations.
Additionally, he may use it to accept or reject Bid offers [TPNR] for commodity derivatives traded in the proprietary rights market to be processed as OTC transactions that are not settled financially by DM within the Register of Certificates of Origin (RCO/RŚP) system managed by TGE. Acceptance/Rejection of a TPNR offer is done by clicking on the [Pending] order status and then, after verifying the parameters of the offer received from the counterparty specified, to accept or reject the terms offered.
5. **Selectors.** The [Selectors] menu is intended for setting personalized order limits. In order to define the limits, select the name of the relevant market and then enter the following parameters: maximum volume of purchase, maximum purchase price, maximum volume of sale and minimum selling price for each instrument. Upon entering the limits, they should be saved for each instrument separately by selecting [Save] in the corresponding row. Where orders placed by the User exceed the established limits, they will require additional confirmation.

Instructions

The [Instructions] menu is intended for placing instructions other than orders that are related to account maintenance. All the instructions submitted should be confirmed in two steps. Upon entering the instruction as the first step, in the second step the instruction will be displayed on the screen for confirmation; alternatively, an additional window will pop up, prompting for confirmation of the instruction.

1. **Money transfers.** The [Money Transfers] menu is intended for submission of orders to transfer money either to the bank account(s) specified in the agreement or to another account held by the Customer at DM. The funds should be specified as available in the Funds Available field.

Steps required to perform a money transfer:

- a. select the target account number from the list,
- b. specify the amount to be transferred (for transferring all the funds displayed as Funds available, click on the [Balance] button); the possible transfer fee must be taken into account,
- c. confirm the transfer by clicking on the [Accept] button.

To change the bank account number, please follow the instructions provided at the [Change bank account] link.



Transfer to an account with DM BOS – the account number given is an individual bank account number to which all transfers of funds for transactions and for fees and commissions payable to the Brokerage House should be made.

2. **Opening an account** – intended to place an instruction for opening new accounts with DM, other than those used for trading in POLPX markets.

Account management

1. **Settings.** The [Settings] menu is intended for defining personalized system settings:
 - a. [Question on switching accounts] - users with access to several accounts may decide whether the system is to remind them to switch to another account by asking an additional question.
 - b. [Open the side menu page] – used to view the first / the last displayed (Call the Last one) page of the side menu. By selecting the [Do not display] option, the User may opt out from auto-loading of the side menu pages.
 - c. [When logging in, close the open Internet sessions] – used to set an automatic shutdown of any open sessions/connections to BossaPower.
 - d. [Default logging into an account] – used to set the default logon to the account selected.
 - e. [Link to the account opening form] – used to hide the link to an investment account opening form, normally displayed in the side menu under the list of accessible accounts.

The changes must be confirmed by clicking on the [Save] button.

2. **Change password.** The [Change password] form is used to change the password for logging on to the system.

WARNING! A change of password will also change the password used for BossaPower application. When changing the password, please enter the current password and then enter the new password twice. Once confirmed, please use the new password only. The new password should comply with the conditions specified in the password description.

3. **Notifications.** The [Notifications] form is used to specify the events for which notifications will be sent via e-mail (except for notification of an account freeze, which are enabled by default).
4. **Site map.** The [Site map] form is a summary of all the options available in the transaction system, with an option to select the most commonly used ones, shortcuts to which will appear on the bottom of each screen. Shortcuts can be displayed as lines in successive rows or as a single, scrollable line. There is also an additional option to determine the order of shortcuts. To save the settings, please click on the [Save] button.
5. **Message centre.** The [Message Centre] form contains both [Message Archive] and [Notifications History] forms.



- a. Upon clicking on the [Execute] button, the [Message Archive] form will display a table with all the greeting messages sent to the Customer.
 - b. Upon clicking on the [Execute] button, the [Notifications History] form will display a table with all email notifications sent to the Customer.
6. **Details.** The [Account details] page contains details of the User, the account, the additional options and the current Statement of Fees and Commissions.

Log out. Upon completion of working with the system, please click on the [Log out] button.

Warning! It is possible to navigate the application pages only with the use of special keys. For security reasons, the use one of any directional buttons of the graphical browser, e.g. [Back] [Forward], [Home], [Reload] or activation of any of the corresponding functions using the keyboard (e.g. [F5]) or the mouse, which is not clearly prompted by the application, may be denied and cause either an automatic log-out from the account or a re-generation of a previously executed command / instruction / order.

Quotations (BossaPower+)

The service is available only to Customers who use the paid access to TGE market data within the services provided by the DM.

Considering the efficiency of Quotations (BossaPower+), it is recommended to use the following browsers: Mozilla Fire Fox or Google Chrome.

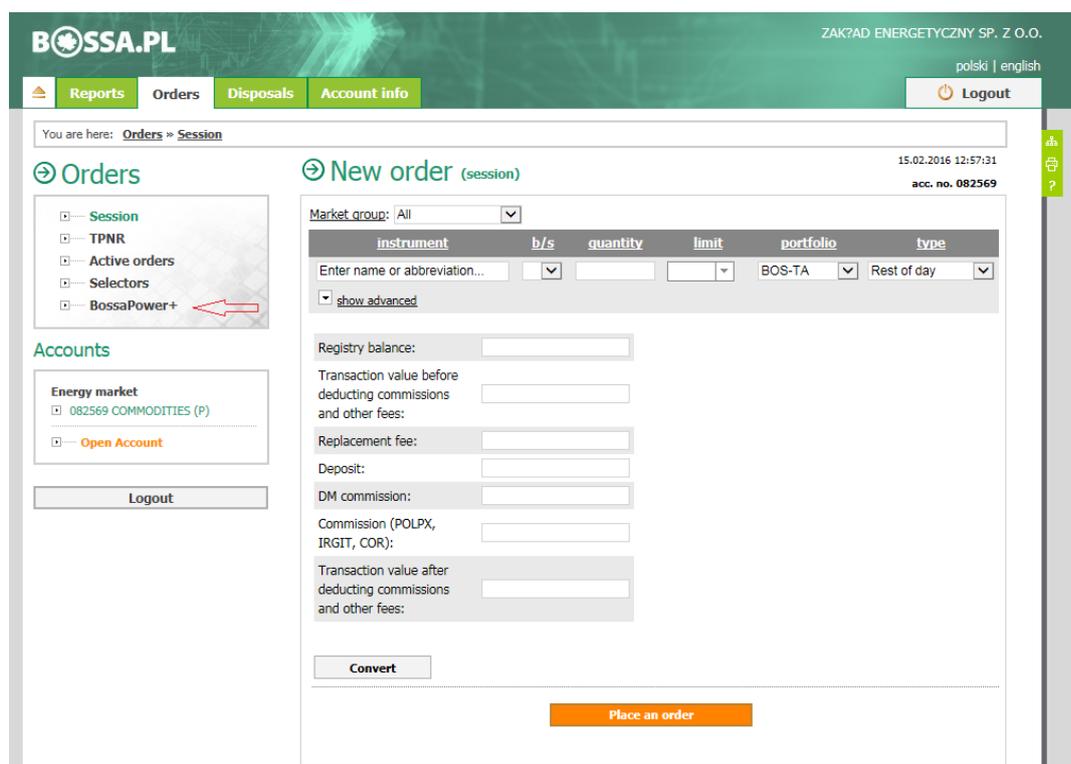
Quotations (BossaPower+) are online transactional application which offers on-line access to the transaction system of TGE-run commodities and financial instruments markets (quotation viewing with the option of concluding any transactions other than OTC ones, the so-called TPNR and TPR)*.

* TPNR - OTC transactions that are not settled by DM and IRGIT,

TPR - OTC transactions that are settled by DM and IRGIT,

Placement of TPNR and TPR orders has been discussed in Part I Manual (see page 12, 13).

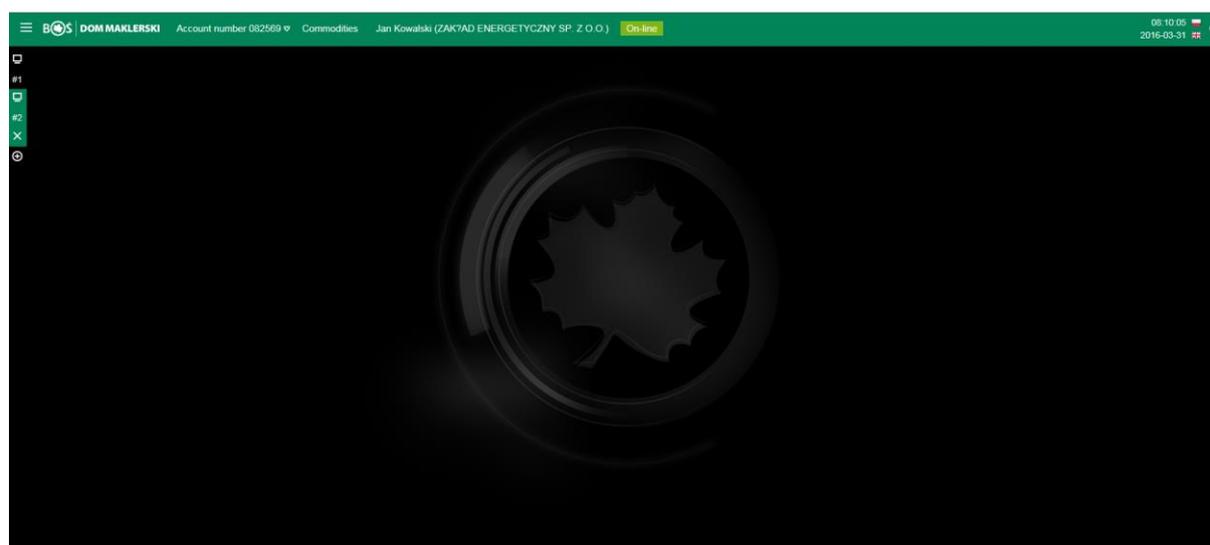
Quotations (BossaPower+) is started upon logging into BossaPower+ as described in this Manual [see: Logging in, page 6]. After getting into the, please use the [Orders] tab in the horizontal menu and when the [Orders] vertical menu is displayed, select [BossaPower+] [see: Screen 1].



Screen 1. Access Quotations window (BossaPower+).

Main panel

Quotations (BossaPower+) will be launched in a separate browser window. You will see the Main Panel [see: Screen 2], from which User may access all the application functionalities.



Screen 2. Main Panel

Title bar of this window displays the following information:



- 1) Number of the account accessed,
- 2) Account name,
- 3) Full name of the user,
- 4) Status of connection with DM,
- 5) Current date and time,
- 6) Option to select the language (Polish/English)
- 7) Logout function.

Information on the connection status is presented in the form of icons. The various statuses are indicated by different colours and labels of the icon:

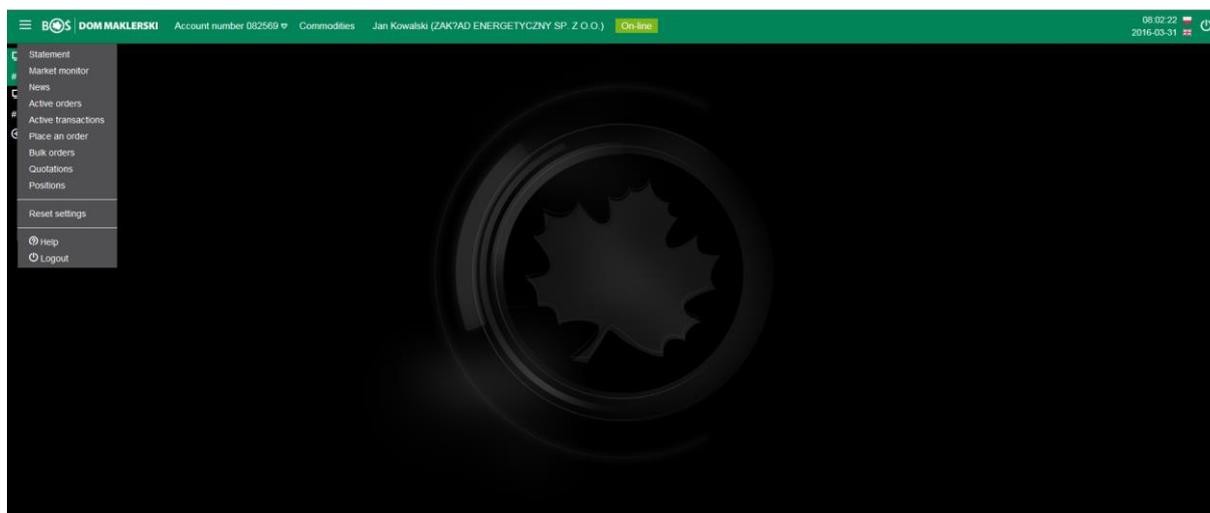
On-line

correct communication with the DM system, bids accessible, orders placeable with DM and transferable to the trading system.

Off-line

no communication with the DM system, bids inaccessible, orders cannot be placed,

Title bar offers access to the context menu where various functions of the program can be selected [see: Screen 3]. The user can also switch between accounts.



Screen 3. Context Menu

Functionalities available in the context menu:

- 1) Quotations,
- 2) Place Order,
- 3) Bulk Orders,
- 4) Active Orders,
- 5) Transactions,
- 6) Account Statement,



- 7) Positions,
- 8) Messages,
- 9) Market Monitor.

Upon opening the Main Panel, the User will see two side windows set by default [see: Screen 4], which can be configured to meet his needs. The user-defined layout and size of the side windows are saved and stored on DM's servers.

Upon selecting *Reset settings* the default windows layout will be applied.

The user can also define three additional windows/desktops.

The screenshot displays a complex trading interface with multiple panels. At the top, the header shows the user's name 'DOM MAKLEWSKI', account number '082569', and the instrument 'Commodities Jan Kowalski (ZAK7AD ENERGETYCZNY SP. Z O.O.)'. The interface is divided into several sections:

- Statement:** A table showing financial transactions with columns for 'Time', 'Instrument', 'Quantity', and 'Price'. It lists items like 'Transaction limit', 'Ordinary cash account', 'Receivables', and 'Cash blocked for active orders & transactions'.
- Market monitor:** A table showing market data for various instruments, including 'RDNS_01-04-2016_H10' through 'RDNS_01-04-2016_H14'.
- Quotations:** A large table displaying bid and ask prices for multiple instruments, with columns for 'Name', 'Phase', 'Price', 'Bid', 'Ask', 'Short pos.', 'Open', 'Max', 'Min', 'Qty', 'Surplus', 'CAO', 'price', and 'Sist. price'.
- Active orders:** A table listing active orders with columns for 'Time', 'Order no.', 'Instrument', 'Market', 'Side', 'Status', 'Price', 'Quantity', 'Executed', 'Validity', and 'Portfolio ID'.
- Active transactions:** A table showing active transactions with columns for 'Time', 'Number', 'Instrument', 'Market', 'Side', 'Quantity', 'Price', 'Status', and 'Order no.'.

Screen 4. Main Panel. Side windows.

Quotations

Upon accessing Quotations, the window will not display any default market listing.

Choice of instruments to be displayed is done by typing the first two letters of an instrument or market group name, which will drop down a list of available names [see: Screen 5]. The name of the market group of hourly instruments on electricity DA market is the polish name of the day of the week, i.e. PONIEDZIALEK. Selection is done by clicking on the instrument or market group name selected in the drop-down list, and then either clicking on the [Add] function button or confirming with the [Enter] key.



Quotations																
Search for instrument/market group (min. 2 chars)															Add	
Name ▲	Phase	Price	+/-	Long pos.	Bid Qty	Bid	Ask	Ask Qty	Short pos.	Open	Max	Min	Qty	Surplus	CAO price	Sett. price
BASE_M-10-16	COTR						150,00	1								0,00
PMOZE_A	COTR				1000	120,00										1,00
RDN5_01-04-2016_H01	COTR	150,55			1	150,00 Q	170,00	12		150,55	150,55	150,55	10.1			0,00
RDN5_01-04-2016_H02	COTR	↑ 164,99			12	164,99 Q	170,00	12		150,55	164,99	150,55	11.1			0,00
RDN5_01-04-2016_H03	COTR	150,55			13	164,99 Q	170,00	12		150,55	150,55	150,55	10.1			0,00
RDN5_01-04-2016_H04	COTR	↑ 164,99			12	164,99 Q	170,00	12		150,55	164,99	150,55	11.1			0,00
RDN5_01-04-2016_H05	COTR	150,55			13	164,99 Q	170,00	12		150,55	150,55	150,55	10.1			0,00
RDN5_01-04-2016_H06	COTR	150,55			13	164,99 Q	170,00	12		150,55	150,55	150,55	10.1			0,00
RDN5_01-04-2016_H07	COTR	150,55			13	164,99 Q	170,00	12		150,55	150,55	150,55	10.1			0,00
RDN5_01-04-2016_H08	COTR	150,55			1	150,00 Q	170,00	12		150,55	150,55	150,55	10.1			0,00
RDN5_01-04-2016_H09	COTR	150,55			1	150,00 Q	170,00	12		150,55	150,55	150,55	10.1			0,00
RDN5_01-04-2016_H10	COTR	↓ 150,00				Q	170,00	11		150,55	170,00	150,00	12.1			0,00
RDN5_01-04-2016_H11	COTR	150,55			1	150,00 Q	170,00	12		150,55	150,55	150,55	10.1			0,00
RDN5_01-04-2016_H12	COTR	150,55			1	150,00 Q	170,00	12		150,55	150,55	150,55	10.1			0,00
RDN5_01-04-2016_H13	COTR	150,55			1	150,00 Q	170,00	12		150,55	150,55	150,55	10.1			0,00
RDN5_01-04-2016_H14	COTR	150,55			1	150,00 Q	170,00	12		150,55	150,55	150,55	10.1			0,00
RDN5_01-04-2016_H15	COTR	150,55			1	150,00 Q	170,00	12		150,55	150,55	150,55	10.1			0,00
RDN5_01-04-2016_H16	COTR	150,55			1	150,00 Q	170,00	12		150,55	150,55	150,55	10.1			0,00

Screen 5. Quotations

The *Quotations* screen will display data of all the instruments currently traded, including their current statuses (shown in the Phase column), volumes and best Bid/Ask prices offered.

If you left-click any column header [Name / Price / Qty / CAO price / Settlement Price], the list will get sorted by that column. The list contents are auto-refreshed by means of the trading system subscription mechanism.

Place Order

Selecting the *Place Order* option will display the Place Order window where you can define your order with the attributes described below [see: Screen 6].

The instrument selected in the *Quotations* window is automatically entered in the *Instrument* field. Choice of instruments can also be done by typing the first two letters of an instrument name, which will drop down a list of available names.

The correct value of the *Quantity* and *Price* fields depends on the definition of the instrument selected in the trading system. The decimal separator to be used is a comma.

The B/A (*Market side*) option is a choice between Ask and Bid orders.

The *Portfolio* drop-down list lets you choose any portfolio accessible for the selected register. No choice of portfolio is allowed with Bid / Ask orders for proprietary interests.

The portfolio assigned to Bid / Ask orders for proprietary interests is always BOS-TA (RCO ID).

With Bid / Ask orders for electricity or gas, a portfolio is set automatically and depends on the User-selected market group and instrument.



The *Type* field is used for selecting a type of order. Orders placed in the fixed-price system and continuous trading system should specify the order activation condition and validity period.

Available order types include:

- **Call Auction** - the order is valid on the date of placement and may only participate in the fixed-price trading phase and in a single auction. The unrealised portion of the order gets cancelled.
- **Rest of Day** - the order is valid on the day of its placing on the market only. The order may be placed during any phase of the session and participate in either continuous or fixed-price trading phase. The portion of the order unrealised during the fixed-price phase gets transferred to the continuous trading phase and vice versa.
- **Good Until Date** - the order is valid until the date specified while placing it. The order may be placed during any phase of the session and participate in either continuous or fixed-price trading phase. The portion of the order unrealised during the fixed-price phase gets transferred to the continuous trading phase and vice versa. The portion of the order unrealised during one session gets transferred to the next instrument trading session. The order takes part in the quotations until the date of its expiry.
- **Good Until Expiry** – the order is valid until the expiry of instrument trading period. The order may be placed during any phase of the session and participate in either continuous or fixed-price trading phase. The portion of the order unrealised during the fixed-price phase gets transferred to the continuous trading phase and vice versa. The portion of the order unrealised during one session gets transferred to the next instrument trading session.
- **Timed Order** - the order is valid on the day of placing and only until the time specified while placing it. It may only participate in the continuous trading phase.
- **Fill and Kill** – the order may only participate in the continuous trading system. The order is valid only until the first transaction (or first transactions if the order is executed through several transactions at the same time), the unrealized portion of the order gets cancelled. The order may be executed in full, in part, or not at all.
- **Fill or Kill** – the order may only participate in the continuous trading system. The order is valid only until the first transaction (or first transactions if the order is executed through several transactions at the same time), and may only be executed either in full or not at all. If the market is not ready to execute the order in full, the order gets cancelled.

The *Description* field may include any comment and is not mandatory. Customer acknowledges that his indication of additional order parameters in the *Description* field shall not be binding for DM in any way.

The *Place Order* window also allows stop-loss orders to be activated in specific market situations. The *Activation Instrument* field should be filled in with the name of instrument related to your selected *Activation Price* and any of the six activation conditions available:

Ask >= Ask order to be activated at or above the specified Activation Price,

Ask <= Ask order to be activated at or below the specified Activation Price,

Bid >= Bid order to be activated at or above the specified Activation Price,

Bid <= Bid order to be activated at or below the specified Activation Price,

Last >= last transaction price equal to or above the specified Activation Price,



Last <= last transaction price equal to or below the specified Activation Price.

Screen 6. Place Order.

Placing an order is done by confirming the parameters with *Set the order* button. An additional window with order confirmation will pop up.

Upon selecting the *Calculate* button an additional window will pop up with calculation of the value of the order according to the specified parameters. Placing the order is done by confirming the parameters with *Set the order* button.

An attempt to place an order which would result in a transaction where both sides are the same entity will display the following message: *Order rejected: the order violates the terms of trade.*

Counter-order

The application allows quick placement of a counter-order directly from the *Quotations* window by single-clicking an order (Ask/Bid price, respectively). When placing a counter-order, the *Place Order* window will be automatically filled in with best market offer parameters (volume and price) and additional default parameters. Placing an order is done by confirming the parameters with *Place Order* button.

Bulk Orders

The *Bulk Orders* window allows pasting one or more orders of the *Rest of Day*, *Call Auction*, *Good Until Expiry*, *Fill and Kill* or *Fill or Kill* type from the operating system clipboard. You can pre-define your orders as number pairs separated with tabulators using, for instance, an Excel sheet [see: Screen 7] and copy them into the clipboard. In the *Bulk Orders* window you need to select the market group or instrument for which the orders are intended. Then just right-click on the first instrument in the list that starts the series of orders being placed. Pasting one of the first two columns (Bid Qty, Bid Limit) means an intention to place Bid orders; pasting one of the last two columns (Ask Qty, Ask Limit) means an intention to place Ask orders [see: Screen 8].

If you intend to place Bid orders, the number pairs copied into the clipboard should indicate the order volume and price, in that order. With Ask orders, the number pairs should indicate the order price and volume, respectively. It is possible to place Bid and Ask orders simultaneously.



The screenshot shows a Microsoft Excel spreadsheet titled "Zeszyt1 - Microsoft Excel". The ribbon includes "Plik", "Narzędzia główne", "Wstawianie", "Układ strony", "Formuły", "Dane", "Recenzja", and "Widok". The "Narzędzia główne" ribbon is active, showing options for font (Calibri, size 11), bold, italic, underline, text color, fill color, alignment, number format, and styles. The spreadsheet grid shows columns A through L and rows 1 through 28. Column A contains the value "1" for rows 1-24. Column B contains the value "100" for rows 1-24. Cell G19 is highlighted in yellow. A small black rectangle is visible in cell G19. The status bar at the bottom shows "Gotowy" and "100%".

	A	B	C	D	E	F	G	H	I	J	K	L
1	1	100										
2	1	100										
3	1	100										
4	1	100										
5	1	100										
6	1	100										
7	1	100										
8	1	100										
9	1	100										
10	1	100										
11	1	100										
12	1	100										
13	1	100										
14	1	100										
15	1	100										
16	1	100										
17	1	100										
18	1	100										
19	1	100										
20	1	100										
21	1	100										
22	1	100										
23	1	100										
24	1	100										
25												
26												
27												
28												

Screen 7. Excel sheet with pre-defined orders.



Name	Bid Qty	Bid	Ask	Ask Qty	
RDN5_01-04-2016_H01	0	0	0	0	  
RDN5_01-04-2016_H02	0	0	0	0	  
RDN5_01-04-2016_H03	0	0	0	0	  
RDN5_01-04-2016_H04	0	0	0	0	  
RDN5_01-04-2016_H05	0	0	0	0	  
RDN5_01-04-2016_H06	0	0	0	0	  
RDN5_01-04-2016_H07	0	0	0	0	  
RDN5_01-04-2016_H08	0	0	0	0	  
RDN5_01-04-2016_H09	0	0	0	0	  
RDN5_01-04-2016_H10	0	0	0	0	  
RDN5_01-04-2016_H11	0	0	0	0	  
RDN5_01-04-2016_H12	0	0	0	0	  
RDN5_01-04-2016_H13	0	0	0	0	  
RDN5_01-04-2016_H14	0	0	0	0	  
RDN5_01-04-2016_H15	0	0	0	0	  
RDN5_01-04-2016_H16	0	0	0	0	  
RDN5_01-04-2016_H17	0	0	0	0	  
RDN5_01-04-2016_H18	0	0	0	0	  
RDN5_01-04-2016_H19	0	0	0	0	  
RDN5_01-04-2016_H20	0	0	0	0	  

Screen 8. Bulk Orders.

Proper preparation of a bulk order is presented in the *Bulk Orders* window by filling in appropriate fields for individual instruments. Sending the pre-defined orders is done by using the appropriate function icons [Mark for sending], [Send marked orders]. It is possible to send all the orders visible in *Bulk Orders* window or each order individually.

Clicking the [Send marked orders] icon requires confirmation in an additional dialog box [see: Screen 9] with the [Execute] button. Additionally, the user has the choice of additional order parameters, such as portfolio and order type.

Warning! Before sending an order, its parameters should be checked.



Confirmation of placing orders

Choose portfolio: KL1-0003 Type: Rest of day

Instrument	Side	Quantity	Price
RDN7_10-04-2016_H01	B	1,00	154,00
RDN7_10-04-2016_H02	B	1,00	154,00
RDN7_10-04-2016_H03	B	1,00	154,00
RDN7_10-04-2016_H04	B	1,00	154,00
RDN7_10-04-2016_H05	B	1,00	154,00
RDN7_10-04-2016_H06	B	1,00	154,00
RDN7_10-04-2016_H07	B	1,00	154,00
RDN7_10-04-2016_H08	B	1,00	154,00
RDN7_10-04-2016_H09	B	1,00	154,00
RDN7_10-04-2016_H10	B	1,00	154,00
RDN7_10-04-2016_H11	B	1,00	154,00
RDN7_10-04-2016_H12	B	1,00	154,00
RDN7_10-04-2016_H13	B	1,00	154,00
RDN7_10-04-2016_H14	B	1,00	154,00
RDN7_10-04-2016_H15	B	1,00	154,00
RDN7_10-04-2016_H16	B	1,00	154,00
RDN7_10-04-2016_H17	B	1,00	154,00
RDN7_10-04-2016_H18	B	1,00	154,00
RDN7_10-04-2016_H19	B	1,00	154,00
RDN7_10-04-2016_H20	B	1,00	154,00
RDN7_10-04-2016_H21	B	1,00	154,00
RDN7_10-04-2016_H22	B	1,00	154,00
RDN7_10-04-2016_H23	B	1,00	154,00
RDN7_10-04-2016_H24	B	1,00	154,00

Order quantity: 24

Screen 9. Confirmation of pasted-in orders.



An attempt to place an order which would result in a transaction where both sides are the same entity will display the following message: **Order rejected: the order violates the terms of trade.**

Active Orders

The *Active Orders* window presents a summary of same-day orders. User may use this module to perform order modifications and cancellations.

Using an appropriate filter set, the user may define the order presentation according to own requirements [see: Screen 10].

Available filters:

- a) Market,
- b) Side,
- c) Status,
- d) Validity,
- e) Portfolio ID,
- f) User.

Time	Order no.	Instrument	Market	Side	Status	Price	Quantity	Executed	Validity	Portfolio ID	User	Description		
2016-03-31 07:54:40	86120745	PMOZE_A	RPM	B	Active	120,00	1000	0	Rest of day	BOS-TA (TEST)	KOWALSKI JAN			
2016-03-31 07:54:24	86120744	BASE_M-10-16	RTEE	A	Active	150,00	1	0	Rest of day	KL1-0003	KOWALSKI JAN			
2016-03-31 07:54:10	86120743	BASE_M-06-16	RTEE	B	Active	120,00	1	0	Rest of day	KL1-0003	KOWALSKI JAN			
2016-03-31 07:53:07	86120742	RDN5_01-04-2016_H10	RDN	A	Active	150,00	1	0	Rest of day	KL1-0003	KOWALSKI JAN			
2016-03-31 07:52:54	86120741	RDN5_01-04-2016_H10	RDN	B	Active	170,00	1	0	Rest of day	KL1-0003	KOWALSKI JAN			
2016-03-31 07:52:44	86120740	RDN5_01-04-2016_H02	RDN	A	Active	150,00	1	0	Rest of day	KL1-0003	KOWALSKI JAN			
2016-03-31 07:50:51	86120739	RDN5_01-04-2016_H04	RDN	A	Active	164,99	1	0	Rest of day	KL1-0003	KOWALSKI JAN			

Screen 10. Active Orders.

CANCELLATIONS/MODIFICATIONS

Using the icons [Mark order for cancellation] and [Cancel marked orders] allows mass cancellation of all [active] orders visible in the *Active Orders* window [see: Screen 11].



Confirmation of order cancellation

Are you sure want to cancel order(s) ?

Order no.	Instrument	Side	Quantity	Executed	Price
86120744	BASE_M-10-16	A	1	0	150,00
86120743	BASE_M-06-16	B	1	0	120,00
86120742	RDN5_01-04-2016_H10	A	1	0	150,00
86120741	RDN5_01-04-2016_H10	B	1	0	170,00
86120740	RDN5_01-04-2016_H02	A	1	0	150,00

Close Execute

Active orders

Time	Order no.	Instrument	Market	Side	Status	Price	Quantity	Executed	Validity	Portfolio ID	User	Cancel order(s)
2016-03-31 07:54:40	86120745	PMOZE_A	RPM	B	Active	120,00	1000	0	Rest of day	BOS-TA (TEST)	KOWALSKI JAN	
2016-03-31 07:54:24	86120744	BASE_M-10-16	RTEE	A	Active	150,00	1	0	Rest of day	KL1-0003	KOWALSKI JAN	
2016-03-31 07:54:10	86120743	BASE_M-06-16	RTEE	B	Active	120,00	1	0	Rest of day	KL1-0003	KOWALSKI JAN	
2016-03-31 07:53:07	86120742	RDN5_01-04-2016_H10	RDN	A	Active	150,00	1	0	Rest of day	KL1-0003	KOWALSKI JAN	
2016-03-31 07:52:54	86120741	RDN5_01-04-2016_H10	RDN	B	Active	170,00	1	0	Rest of day	KL1-0003	KOWALSKI JAN	
2016-03-31 07:52:44	86120740	RDN5_01-04-2016_H02	RDN	A	Active	150,00	1	0	Rest of day	KL1-0003	KOWALSKI JAN	
2016-03-31 07:50:51	86120739	RDN5_01-04-2016_H04	RDN	A	Active	164,99	1	0	Rest of day	KL1-0003	KOWALSKI JAN	

Screen 11. Mass cancellation of orders

Cancellation / modification of a single order is done by clicking the appropriate icon [Cancel order] or [Modify order] [see: Screen 12 and Screen 13].

An order may have the following parameters modified:

- a) available order volume,
- b) price.

Confirmation of order cancellation

Are you sure want to cancel the order ?

Order no.	Instrument	Side	Quantity	Executed	Price
86120741	RDN5_01-04-2016_H10	B	1	0	170,00

Close Execute

Active orders

Time	Order no.	Instrument	Market	Side	Status	Price	Quantity	Executed	Validity	Portfolio ID	User	Description	Cancel order
2016-03-31 07:54:40	86120745	PMOZE_A	RPM	B	Active	120,00	1000	0	Rest of day	BOS-TA (TEST)	KOWALSKI JAN		
2016-03-31 07:54:24	86120744	BASE_M-10-16	RTEE	A	Active	150,00	1	0	Rest of day	KL1-0003	KOWALSKI JAN		
2016-03-31 07:54:10	86120743	BASE_M-06-16	RTEE	B	Active	120,00	1	0	Rest of day	KL1-0003	KOWALSKI JAN		
2016-03-31 07:53:07	86120742	RDN5_01-04-2016_H10	RDN	A	Active	150,00	1	0	Rest of day	KL1-0003	KOWALSKI JAN		
2016-03-31 07:52:54	86120741	RDN5_01-04-2016_H10	RDN	B	Active	170,00	1	0	Rest of day	KL1-0003	KOWALSKI JAN		
2016-03-31 07:52:44	86120740	RDN5_01-04-2016_H02	RDN	A	Active	150,00	1	0	Rest of day	KL1-0003	KOWALSKI JAN		
2016-03-31 07:50:51	86120739	RDN5_01-04-2016_H04	RDN	A	Active	164,99	1	0	Rest of day	KL1-0003	KOWALSKI JAN		

Screen 12. Cancellation of a single order



Modify order no. 86120742

Instrument	B/A	Quantity	Executed	Avail.	Price	Portfolio	Type
RDN5_01-04-2016_H10	S	1	0	1.0	150	KL1-0003	Rest of day

Modify Cancel

Active orders

Time	Order no.	Instrument	Market	Side	Status	Price	Quantity	Executed	Validity	Portfolio ID	User	Description
2016-03-31 07:54:40	86120745	PMOZE_A	RPM	B	Active	120,00	1000	0	Rest of day	BOS-TA (TEST)	KOWALSKI JAN	
2016-03-31 07:54:24	86120744	BASE_M-10-16	RTEE	A	Active	150,00	1	0	Rest of day	KL1-0003	KOWALSKI JAN	
2016-03-31 07:54:10	86120743	BASE_M-06-16	RTEE	B	Active	120,00	1	0	Rest of day	KL1-0003	KOWALSKI JAN	
2016-03-31 07:53:07	86120742	RDN5_01-04-2016_H10	RDN	A	Active	150,00	1	0	Rest of day	KL1-0003	KOWALSKI JA	Modify order
2016-03-31 07:52:54	86120741	RDN5_01-04-2016_H10	RDN	B	Active	170,00	1	0	Rest of day	KL1-0003	KOWALSKI JAN	
2016-03-31 07:52:44	86120740	RDN5_01-04-2016_H02	RDN	A	Active	150,00	1	0	Rest of day	KL1-0003	KOWALSKI JAN	
2016-03-31 07:50:51	86120739	RDN5_01-04-2016_H04	RDN	A	Active	164,99	1	0	Rest of day	KL1-0003	KOWALSKI JAN	

Screen 12. Order modification.

Status of orders

- Active** The order has been accepted by DM and transferred to the trading system.
- Rejected** The order has not been accepted by DM or by the trading system due to an incorrectly specified session phase or wrong order parameters.
- Executed** The order has been fully executed. The Executed status is also assigned to orders only partially executed if the non-executed part gets cancelled.
- Cancelled** The order has been cancelled. Orders partially executed and then cancelled are assigned the Executed status.
- Archived** The order has been archived. Orders with the Placed status that have expired due to their nature (e.g. Timed / Fill or Kill / Fill and Kill orders) get the Archived status assigned.
- Pending** The order has been accepted by DM but not transferred to the trading system. The order awaits a broker's approval due to exceeded DM selector parameters (e.g. the price is much different from the current market price). Following the broker's approval, the order status shall change to Placed. Orders rejected by the broker have a Rejected status assigned.

An order will also have a Pending status assigned if it has been accepted by DM but due to lack of communication between DM and the trading system has not been transferred to the trading system. As soon as the communication is re-established, the Pending orders get transferred to the trading system and assigned the Active status.

Orders with Pending status may not get cancelled.



Transactions

Transactions window is intended for downloading information on the transactions concluded on the same day. Using filters, the User can select the type of transactions to be displayed.

The following filters are available:

- 1) Market,
- 2) Side,
- 3) Portfolio ID.

Time	Number	Instrument	Market	Side	Quantity	Price	State	Order number	Portfolio ID	Description
2016-01-22 09:32:08	3737-17-2	RDN6_23-01-2016_H02	RDN	B	1	100	N	86095335	KL1-0003	
2016-01-22 09:24:03	3737-16-118	BASE_M-09-16	RTEE	S	1	165	N	86095452	KL1-0003	
2016-01-22 09:23:53	3737-15-117	BASE_M-09-16	RTEE	S	1	160	N	86095451	KL1-0003	
2016-01-22 09:22:27	3737-14-25	RDN6_23-01-2016_H13	RDN	S	1	120	N	86095358	KL1-0003	
2016-01-22 08:21:37	3737-13-96	RDN6_23-01-2016_H13	RDN	S	1	105	N	86095429	KL1-0003	
2016-01-22 09:21:17	3737-12-31	RDN6_23-01-2016_H16	RDN	S	1	120	N	86095364	KL1-0003	
2016-01-22 09:20:56	3737-11-109	RDN6_23-01-2016_H05	RDN	S	1	125	N	86095443	KL1-0003	
2016-01-22 09:20:13	3737-10-57	RDN6_23-01-2016_H05	RDN	S	1	120	N	86095390	KL1-0003	
2016-01-22 09:20:13	3737-9-9	RDN6_23-01-2016_H05	RDN	S	1	120	N	86095342	KL1-0003	
2016-01-22 09:19:52	3737-8-105	RDN6_23-01-2016_H10	RDN	B	1	99	N	86095438	KL1-0003	
2016-01-22 09:19:42	3737-7-66	RDN6_23-01-2016_H10	RDN	B	1	100	N	86095399	KL1-0003	

Screen 13. Own transactions.

Statement of account

The *Statement* window is intended for downloading and displaying current status of the clearing account to which the logged-in User is linked [see: Screen 13].

The *Statement* window presents information in the following areas:

- 1) Finances,
- 2) Deposits,
- 3) Securities

Ad 1. Finances

- a. **Transaction limit** – The limit defines the maximum value of a Bid order that can be placed by the Customer. It is the total of funds in the Customer's ordinary cash account increased by the outstanding receivables; this value also takes into account a possible Shortage as well as the funds frozen towards the current orders and the transactions not yet cleared.
- b. **Ordinary cash account** – non-frozen cash assets. The sum accounts for funds frozen towards the current orders or the transactions not yet cleared.
- c. **Receivables** – funds receivable from the Ask transactions that have not yet been cleared (receivables do not include proceeds from Ask transactions concluded during the same day).
- d. **Cash blocked for active orders & transactions not cleared yet** - funds frozen as security towards the orders and the transactions not yet cleared.
- e. **Cash blocked for delivery settlement** - funds frozen as security towards the settlement of delivery on D+2 (where D is the day of delivery) resulting from transactions on the futures market.



- f. **Shortage** - the amount by which the clearing account should be supplemented so as to secure the value of delivery on D+2. Where the Customer has failed to supplement the funds by 10:00 AM on the day immediately following DM's notifying him of the need to do so, during the day's trading session DM will start closing any of the Customer's positions in commodities (intervention closing).
- g. **Cash blocked for substitute fee** - funds frozen to secure DM's performance of their obligations resulting from the supply of electricity and gas to end users.

Ad. 2 Deposits*

- a. **Margin deposit required** – the total of initial and supplementary margin deposits securing the open positions in the EDM, GDM and FIM_E markets.
- b. **Calculation of deposit** – time of the last calculation of margin deposit.
- c. **Deposit factor** – factor increasing/decreasing margin deposits required in relation to the value required by Izba Rozliczeniowa Giełd Towarowych S.A. (IRGiT) [*Warsaw Commodity Clearing House*].
- d. **Supplementary payment required** - the amount by which the account should be supplemented to make up an overdraft resulting from revaluation of the margin deposits securing open positions in the EDM, GDM and FIM_E markets.
- e. **Intraday deposit correction** – funds additionally blocked for increase in margin deposits securing open positions in the EDM, GDM, PRDM and FIM_E markets based on the last Intraday deposits calculation.

* Data are updated every day intra-day and after the trading session has been settled by IRGIT.

Ad.3 Securities*

- a. **Total value of non-cash securities** - the total of non-cash margin deposits recognized by DM as a security towards open positions on the markets for commodity futures and financial instruments on the basis of a Guarantee Agreement entered by the Customer with Izba Rozliczeniowa Giełd Towarowych S.A. (IRGiT) [*Warsaw Commodity Clearing House*].

* Data are updated every working day after the trading session has been settled by IRGIT.



Statement	
Finances	Deposits
Transaction limit	9 864 501,16 zł
Ordinary cash account	9 864 501,16 zł
Receivables	0,00 zł
Cash blocked for active orders & transactions not cleared yet	135 498,84 zł
Cash blocked for delivery settlement	0,00 zł
Shortage	0,00 zł
Cash blocked for substitute fee	0,00 zł

Screen 14. Security deposits display.

Positions

The *Positions* window is intended to display information on the current statuses of the commodities register and financial instruments account. [see: Screen 15].

Positions			
Proprietary interests		Open Positions	
Instrument ▲	Long pos.	Short pos.	balance
BASE_M-05-16	1	-2	-1

Screen 15. Register of commodities and financial instruments.

The *Proprietary Rights* table presents information on proprietary rights and emission allowances, split into:

- Available - proprietary rights and emission allowances that are available to the Customer - for example, they can be offered for sale. In the event that an Ask order is placed, they will become displayed as 'Frozen to secure orders'.

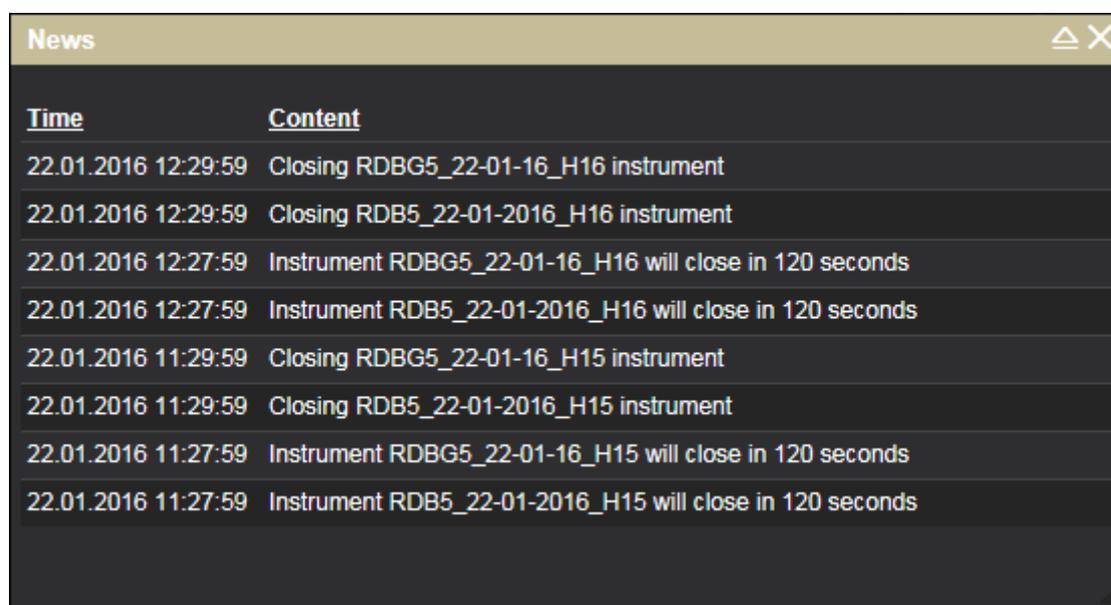


- b. Frozen to secure orders - proprietary rights and emission allowances frozen towards the Ask orders placed. If an Ask order is not executed, they will again become displayed as 'Available'.
- c. Frozen for redemption - proprietary rights that have been frozen for their redemption.
- d. Balance - the total of proprietary rights and emission allowances held by the Customer.

The *Open Positions* table is a register of positions open on the markets for electricity, gas and financial instruments.

Messages

The *Messages* window displays the current exchange news. This window will pop up automatically when a new message is received or when the *News* option is selected in the contextual menu [see: Screen 16].



<u>Time</u>	<u>Content</u>
22.01.2016 12:29:59	Closing RDBG5_22-01-16_H16 instrument
22.01.2016 12:29:59	Closing RDB5_22-01-2016_H16 instrument
22.01.2016 12:27:59	Instrument RDBG5_22-01-16_H16 will close in 120 seconds
22.01.2016 12:27:59	Instrument RDB5_22-01-2016_H16 will close in 120 seconds
22.01.2016 11:29:59	Closing RDBG5_22-01-16_H15 instrument
22.01.2016 11:29:59	Closing RDB5_22-01-2016_H15 instrument
22.01.2016 11:27:59	Instrument RDBG5_22-01-16_H15 will close in 120 seconds
22.01.2016 11:27:59	Instrument RDB5_22-01-2016_H15 will close in 120 seconds

Screen 16. Messages.

Market Monitor

The *Market Monitor* window is intended for viewing information on market transactions concluded [see: Screen 17]. Upon selecting  icon the data can be exported to an .csv file.



Market monitor				  
<u>Time</u>	<u>Instrument</u>	<u>Quantity</u>	<u>Price</u>	
10:34:46	BASE_M-02-16	7,00	151.13	
10:34:41	BASE_M-02-16	6,00	151	
10:15:06	BASE_Y-17	7,00	149.64	
10:15:06	BASE_Y-17	7,00	149.76	
10:15:06	BASE_Y-17	6,00	149.88	
10:15:06	BASE_Y-17	5,00	150	
10:07:41	BASE_Y-17	6,00	151	
10:07:41	BASE_Y-17	7,00	151.13	
10:06:22	BASE_M-02-16	6,00	149.88	
10:06:22	BASE_M-02-16	5,00	150	
09:32:08	RDN6_23-01-2016_H02	1,00	100	

Screen 17. Market Monitor.



Part II Transition period - access to the history of orders placed and transactions concluded via BossaPower

System requirements

A stable and reliable platform for BossaPower operation requires installation of the following Microsoft® software packages.

Required software:

Microsoft .NET Framework 4 Client Profile, currently downloadable from: <http://www.microsoft.com/pl-pl/download/details.aspx?id=17718> – the language version selected for installation must be the same as in the Windows system already installed.

Microsoft Report Viewer 2010 Redistributable Package, currently downloadable from: <http://www.microsoft.com/download/en/details.aspx?id=6442>.

BossaPower is to be downloaded from DM server by means of an Internet browser and operated on a machine of DM's Customer.

<http://power.bossa.pl/Customer>

It is recommended to download the AppInstaller.application file with the HTTP protocol during the first run of the application. The Internet browser should support MIME content of *application/x-ms-application*. The *AppInstaller.application* file is in fact a manifest file for the deployment of *ClickOnce* application, a component of the latest Microsoft® technology for the deployment of software operated in the .NET Framework 4 environment. Description of the contents of the deployment manifest file has been published at [ClickOnce Deployment Manifest](#).

The second and every following run of the application can be performed with the Customer.application file to be downloaded from the same DM's application server.

The application's proper operation requires connecting via HTTP to Customer Network Service running on the DM's application server. The application is supported by Internet Explorer (IE v.8 or above). The required minimum screen resolution is 1024 x 768 pixel.

Accessing the application requires authorisation with a login and password. Logging in will not be successful if the User or his account in the system is inactive (removed).

Trying to authenticate as an inactive User will display the following message: Incorrect identification data. *Please contact the Brokerage House.*



Application functionalities

This section presents the functionalities of BossaPower application.

Logging in

You can log into the system in the Login window. Please enter the User-specific ID in the Login box, for example 00100002. Please enter your current password (case sensitive) in the Password box. Then click on the Log in button.

Note: *Any subsequent change of the BossaPower+ password shall also change the password for BossaPower. Upon changing the password in BossaPower, the User will have two different passwords for these two applications.*

The third attempt at logging in with incorrect authorisation data will render the User inactive and his re-activation shall require intervention by DM staff.

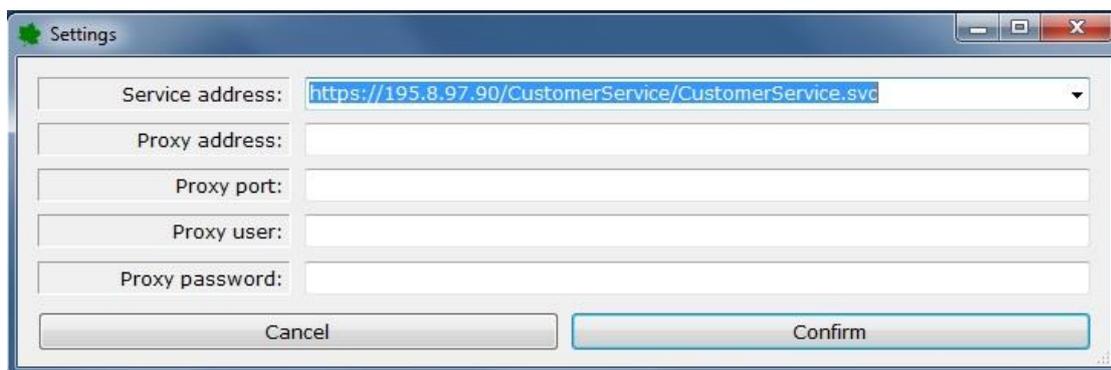


Screen 1. BossaPower login window.

User has the choice of language. The language selection takes effect upon completion of the login process.

The Settings button will display the Settings box where the User can select the following application settings:

The *Proxy Address* and *Proxy Port* fields allow connecting to the Customer Network Service via a Proxy server. Where accessing such a Proxy server requires authorisation, you should fill in the Proxy User ID and Proxy password fields as well.



Screen 2. Remote service and Proxy server settings.

If the User enters incorrect authorisation data or his account in the system is inactive, the following error message will pop up:



Screen 3. BossaPower login window.

Main panel

After you log into the system successfully, the main BossaPower window (Order Sheet) will be displayed. The title bar will display the name of the account to which the logged-in User is linked.

The status bar will display login of the logged-in User and the exchange floor time.

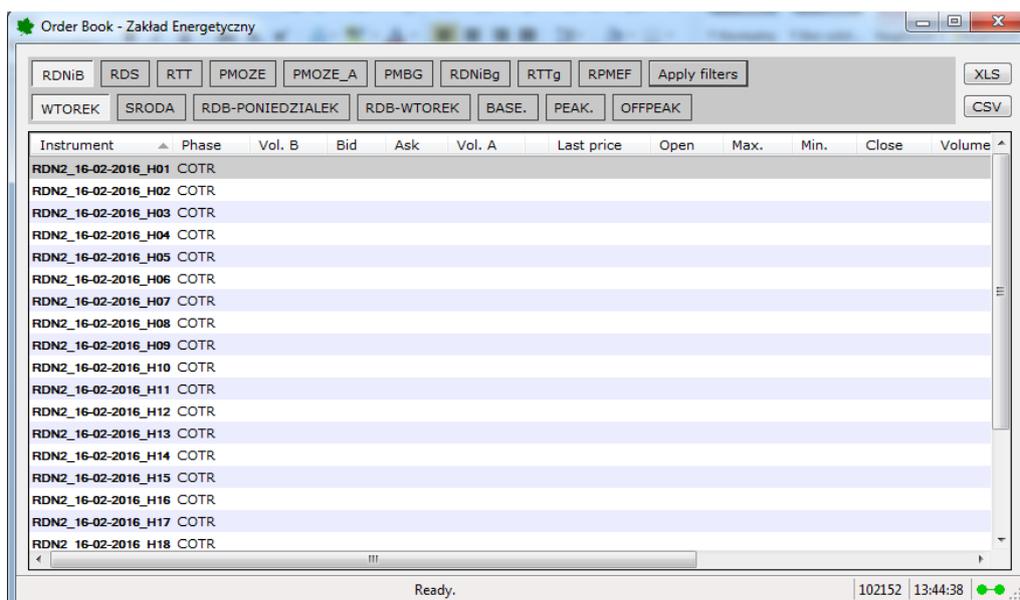
In the bottom right corner of the window there is a connection status icon displayed, the various statuses indicated by its different colours:

green correct communication with the DM system,

red no communication with the DM system,

yellow correct communication with the DM system, no connection between the DM system and the trading system.

The choice of instruments is done through selecting a set of filters. A set of instruments can be selected through marking appropriate instrument name(s) and confirming the selection with the *Apply Filters* button.



Screen 4. Order Sheet.



A right-click on any of the instruments listed will expand a contextual menu offering access to the **history of orders and transactions**. The drop down menu becomes accessible upon selection of at least one instrument (see above).



Screen 5. Order Sheet contextual menu.

View Orders

The *View Orders* option accessible via the *Order Sheet* contextual menu will display the *Orders* window. This will list only your own orders, i.e. orders linked to the logged-in User's account.

Using any other filters requires turning off the *Active Orders* option first (upon each logging-in, the *Active Orders* option is activated/On),

Each use of the *Apply* button will open the current list of own orders, generated taking into account the filters selected. Depending on the value of *Date Created* filter applied, the list includes orders created no earlier than the date and time entered in the *From* field and no later than the date and time entered in the *To* field. The *Side* filter will display Bid orders only if the Bid switch is on, or Ask orders only if the Ask switch is on. The *Market Group* filter will display orders related to instruments traded in POLPX-run markets for specific commodities.

The fastest way to export the data displayed in the list is to save them in a comma-delimited text file, using the CSV button. The PDF button is used for exporting the listed data to a PDF file. The XLSX button is used for transferring data from the table to an Excel spreadsheet.



No.	ID	Date created	Side	Instrument	Status	Price	Volume	Executed	Execution type ref.
2981	G.13CAD16A043	2013-02-06 11:46:18	S	RDN4_07-02-2013_H01	Placed	136,86	55,0	0,0	Rest of day
2982	G.13CAD16A044	2013-02-06 11:46:18	S	RDN4_07-02-2013_H02	Placed	136,74	60,0	0,0	Rest of day
2983	G.13CAD16A046	2013-02-06 11:46:20	S	RDN4_07-02-2013_H03	Placed	132,94	68,0	0,0	Rest of day
2984	G.13CAD16A045	2013-02-06 11:46:20	S	RDN4_07-02-2013_H04	Placed	131,11	68,0	0,0	Rest of day
2985	G.13CAD16A048	2013-02-06 11:46:21	S	RDN4_07-02-2013_H06	Placed	137,00	68,0	0,0	Rest of day
2986	G.13CAD16A047	2013-02-06 11:46:22	S	RDN4_07-02-2013_H05	Placed	135,42	68,0	0,0	Rest of day
2987	G.13CAD16A04A	2013-02-06 11:46:23	S	RDN4_07-02-2013_H07	Placed	164,98	68,0	0,0	Rest of day
2988	G.13CAD16A049	2013-02-06 11:46:23	S	RDN4_07-02-2013_H08	Placed	170,57	68,0	0,0	Rest of day
2989	G.13CAD16A04C	2013-02-06 11:46:24	S	RDN4_07-02-2013_H10	Placed	179,53	68,0	0,0	Rest of day
2990	G.13CAD16A04B	2013-02-06 11:46:25	S	RDN4_07-02-2013_H09	Placed	178,70	68,0	0,0	Rest of day
2991	G.13CAD16A04E	2013-02-06 11:46:27	S	RDN4_07-02-2013_H11	Placed	179,50	68,0	0,0	Rest of day
2992	G.13CAD16A04D	2013-02-06 11:46:27	S	RDN4_07-02-2013_H12	Placed	180,29	68,0	0,0	Rest of day
2993	G.13CAD16A050	2013-02-06 11:46:29	S	RDN4_07-02-2013_H13	Placed	179,83	68,0	0,0	Rest of day
2994	G.13CAD16A04F	2013-02-06 11:46:29	S	RDN4_07-02-2013_H14	Placed	179,83	68,0	0,0	Rest of day
2995	G.13CAD16A051	2013-02-06 11:46:30	S	RDN4_07-02-2013_H16	Placed	181,88	68,0	0,0	Rest of day
2996	G.13CAD16A052	2013-02-06 11:46:31	S	RDN4_07-02-2013_H15	Placed	179,44	68,0	0,0	Rest of day
2997	G.13CAD16A053	2013-02-06 11:46:32	S	RDN4_07-02-2013_H18	Placed	204,09	68,0	0,0	Rest of day
2998	G.13CAD16A054	2013-02-06 11:46:32	S	RDN4_07-02-2013_H17	Placed	184,45	68,0	0,0	Rest of day
2999	G.13CAD16A055	2013-02-06 11:46:33	S	RDN4_07-02-2013_H20	Placed	185,00	68,0	0,0	Rest of day
3000	G.13CAD16A056	2013-02-06 11:46:34	S	RDN4_07-02-2013_H19	Placed	191,45	68,0	0,0	Rest of day
3001	G.13CAD16A057	2013-02-06 11:46:35	S	RDN4_07-02-2013_H22	Placed	169,56	72,0	0,0	Rest of day

Screen 6. Orders window.

Status of orders

- Rejected** The order has not been accepted by DM or by the trading system due to an incorrectly specified session phase or wrong order parameters. Orders with the *Placed* status that have expired due to their nature (e.g. timed orders) get the *Rejected* status assigned.
- Executed** The order has been fully executed. The *Executed* status is also assigned to orders only partially executed if the non-executed part gets cancelled.
- Cancelled** The order has been cancelled. Orders partially executed and then cancelled are assigned the *Executed* status.

Transactions

The *Transactions* option accessible via the *Order Sheet* contextual menu will display the *Transactions* window. Any click on the *Confirm* button will display the current list of own transactions in the account to which the logged-in User is linked, compiled with the use of any filters selected. Filter selection may limit the number of transactions displayed to the selected time bracket, transaction side, order status in the trading system or specific commodity market run by POLPX.



Time	No.	Instrument	Side	Volume	Price	Order	Status	Portfolio	Maestro
2013-01-25 09:10:50	2632-1-4	GAS_BASE_M-02-13	B	1,0	100,00	G.13C70AFFBB5	Active	BOS-02	800
2013-01-25 09:29:01	2632-2-6	GAS_BASE_M-03-13	B	1,0	100,00	G.13C70AFFBB7	Active	BOS-02	800
2013-01-25 13:19:11	2632-7-136	RDN6_26-01-2013_H03	S	1,0	198,00	G.13C70AFFC39	Active	BOS-02	800
2013-01-25 13:19:11	2632-8-137	RDN6_26-01-2013_H04	S	1,0	198,00	G.13C70AFFC3A	Active	BOS-02	800
2013-01-25 13:19:13	2632-9-138	RDN6_26-01-2013_H06	S	1,0	198,00	G.13C70AFFC3B	Active	BOS-02	800
2013-01-25 13:19:13	2632-10-139	RDN6_26-01-2013_H05	S	1,0	198,00	G.13C70AFFC3C	Active	BOS-02	800
2013-01-25 13:19:14	2632-11-140	RDN6_26-01-2013_H07	S	1,0	198,00	G.13C70AFFC3D	Active	BOS-02	800
2013-01-25 13:19:14	2632-12-141	RDN6_26-01-2013_H08	S	1,0	198,00	G.13C70AFFC3E	Active	BOS-02	800
2013-01-29 14:56:10	2634-13-72	BASE_Y-14	S	1,0	159,00	G.13C84FB9FD4	Active	BOS-02	800
2013-01-30 15:11:52	2635-18-102	RDN4_31-01-2013_H08	S	5,0	150,00	G.13C8A2DBBDA	Active	BOS-02	800
2013-02-04 12:24:21	2640-1-23	RDN2_05-02-2013_H02	S	50,0	28,00	G.13CA3FAAFB4	Active	BOS-02	800

Screen 7. Own transactions.

The CSV and PDF buttons can be used to export the data listed to a corresponding type of file. The XLSX button is used for exporting the data listed to an Excel spreadsheet.

OTC transactions (cleared by DM)

The *OTC Transactions* option accessible via the *Order Sheet* contextual menu will display the *OTC Transactions* window.

Using the *Apply* button will cause downloading and displaying a list of all the OTC transactions reported by the User, compiled with the use of any filters selected. The number of own OTC transactions downloaded may be limited by selecting a specific time slot of transaction reporting, transaction side or the current transaction status.

Each OTC transaction confirmed by the other party and then approved by the Exchange will get assigned the *Executed* status and displayed in the *Transactions* window.

No.	ID	Time	Side	Instrument	Status	Counterparty	Price	Volume	Portfolio	Notes
79	G.13993CC514B	2012-09-05 12:27:55	B	PMOZE_A	Confirmed	BOS	250,00	1000,0	BOS-TA	BOS
81	G.13993CC514D	2012-09-05 12:45:38	B	PMOZE_A	Confirmed	BOS	300,00	500,0	BOS-TA	BOS
86	G.139BE661A20	2012-09-13 13:35:10	S	PMOZE_A	Confirmed	BOS	100,00	1000,0	BOS-TA	BOS
87	G.139BE661A21	2012-09-13 13:38:27	S	PMOZE_A	Waiting	BOS	1000,00	2000,0	BOS-TA	BOS
89	G.139BE661A23	2012-09-13 13:41:31	S	PMOZE_A	Confirmed	BOS	100,00	100,0	BOS-TA	BOS
90	G.139BE661A24	2012-09-13 13:43:28	S	PMOZE_A	Confirmed	BOS	100,00	2000,0	BOS-TA	BOS
96	G.13B2772B736	2012-11-22 10:50:07	S	PMOZE_A	Cancelled	BOS	250,00	1000,0	BOS-TA	BOS
97	G.13B2772B737	2012-11-22 10:52:34	S	PMOZE_A	Cancelled	BOS	5,00	1000,0	BOS-TA	BOS
98	G.13B2772B738	2012-11-22 10:53:03	S	PMOZE_A	Cancelled	BOS	120,00	1000,0	BOS-TA	BOS
100	G.13B2772B73D	2012-11-22 10:55:57	S	PMOZE_A	Cancelled	BOS	5,00	1000,0	BOS-TA	BOS
102	G.13B2772B740	2012-11-22 10:56:59	S	PMOZE_A	Waiting	BOS	250,00	2000,0	BOS-TA	BOS
105	G.13B2772B741	2012-11-22 10:59:13	S	PMOZE_A	Waiting	BOS	10,00	1000,0	BOS-TA	BOS

Screen 8. OTC Transactions.

The CSV and PDF buttons can be used to export the data listed to a corresponding type of file. The XLSX button is used for exporting the data listed to an Excel spreadsheet.



Settings

This screen can be used to change the User password. In addition, the User can save the current layout of windows and view / edit the current settings for the default portfolio and the order limits by market.

A change of password requires providing the current password and then entering a new password twice so as to prevent an undesirable password being set by the User.

	Market name	Bid quantity limit	Bid price limit (max)	Ask quantity limit	Ask price limit (min)
	RDB-SOBOTA				
	RDB-NIEDZIELA				
	BASE.				
	PEAK.				
	OFFPEAK				

Screen 21. Settings.

This Manual shall enter into force on 17 November 2016.