

Confidential draft working document – to be used for internal purposes only

Version 10/01/2018

## XBID\_NEMO\_OTH\_03 XBID NEMO Admins

<b>Version</b>	█
<b>Date</b>	██████
<b>Status</b>	████████████████████

### Approval

Version	Date	Name	Function	Signature

### Previous versions

Version	Date	Author	Summary of changes
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<b>Notice</b>	This document is part of the operational manual of XBID and is governed by change control. Any change to this document shall follow the NEMO Change Control procedure, following ANIDOA contract. The content of this document might have evolved by the time you read or use this document. Please contact the NEMO Change Control Administrator to check that this is the latest version before using this document.
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## 1 Introduction

This procedure describes the actions that should be performed by Local NEMO Admin (SOB NA, SM NA) and the NEMO Central Admin (NCA) through SOB/SM WebGUI or ComTrader in case that a NEMO has a local or global issue or in case a configurational change has to be carried out.



Capitalized terms used in this document shall have the meaning set forth in Annex 1, unless if defined differently in this document.

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## 1.1 Purpose

The purpose of this document is to describe the set of actions to be carried out by the SOB and SM admin role. For local issues, each NEMO shall have a SOB/SM NA to perform the actions regarding the NEMO's system in order to solve the local issue and in case of global issues, there will be one NEMO who will act as NCA to perform the actions in order to solve the global issue.

## 1.2 Governed / Regulated by

- All NEMO Intraday Operations Agreement (ANIDOA)
- High Level Architecture (HLA)
- HLS100 – Functional Description SOB
- DFS510 – AMQP Public Message Interface – Trading

## 1.3 Associated procedures

- Joint XBID Procedures: XBID\_JOINT\_FAL\_01: Incident Management Procedure (as included in Exhibit 6 to the IDOA) and XBID\_JOINT\_OTH\_03: Change control procedure (as included in Exhibit 3 to the IDOA)
- XBID\_NEMO\_OTH\_02: Internal and External Communications
- XBID\_NEMO\_BUP\_01: Transaction process - Backup
- XBID\_NEMO\_CFG\_01: SOB Configurations
- XBID\_NEMO\_EXC\_03: Market suspension and reactivation
- XBID\_NEMO\_OTH\_06: XBID Coordinator Calendar

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## 2 Procedure

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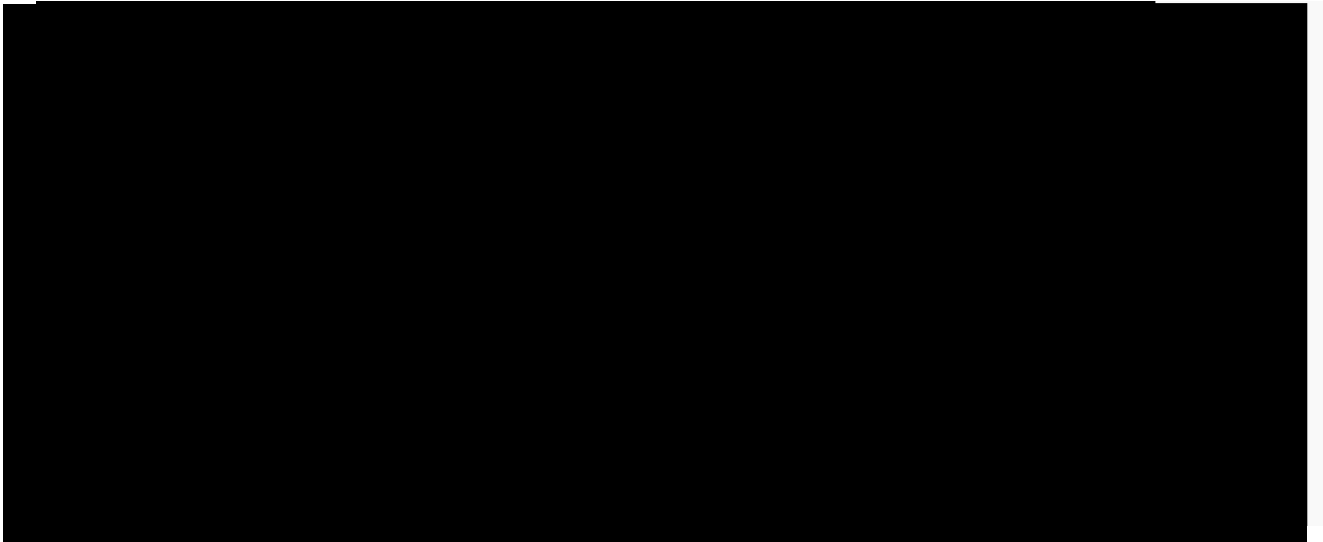
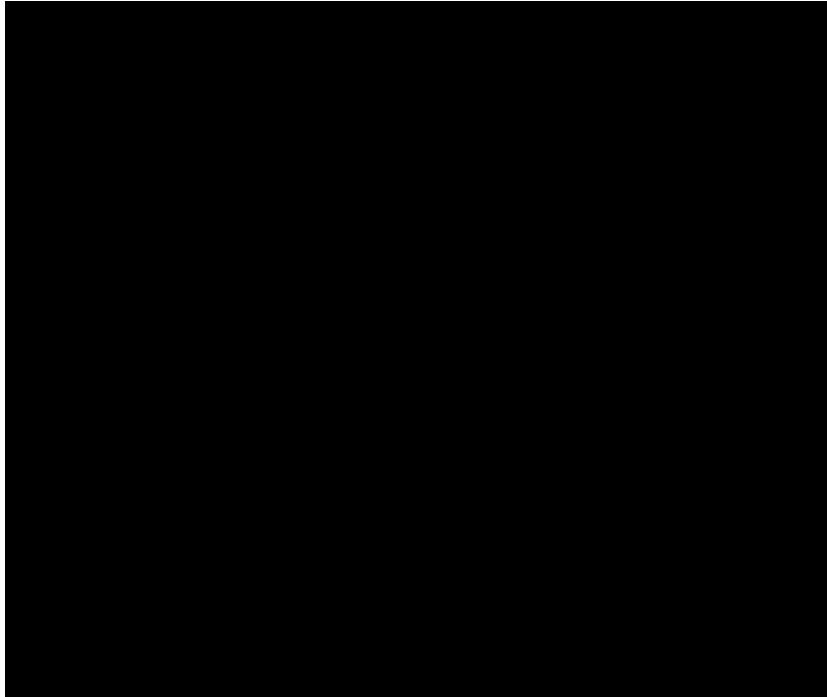
### 3 Annexes to XBID\_NEMO\_OTH\_03 XBID NEMO Admins

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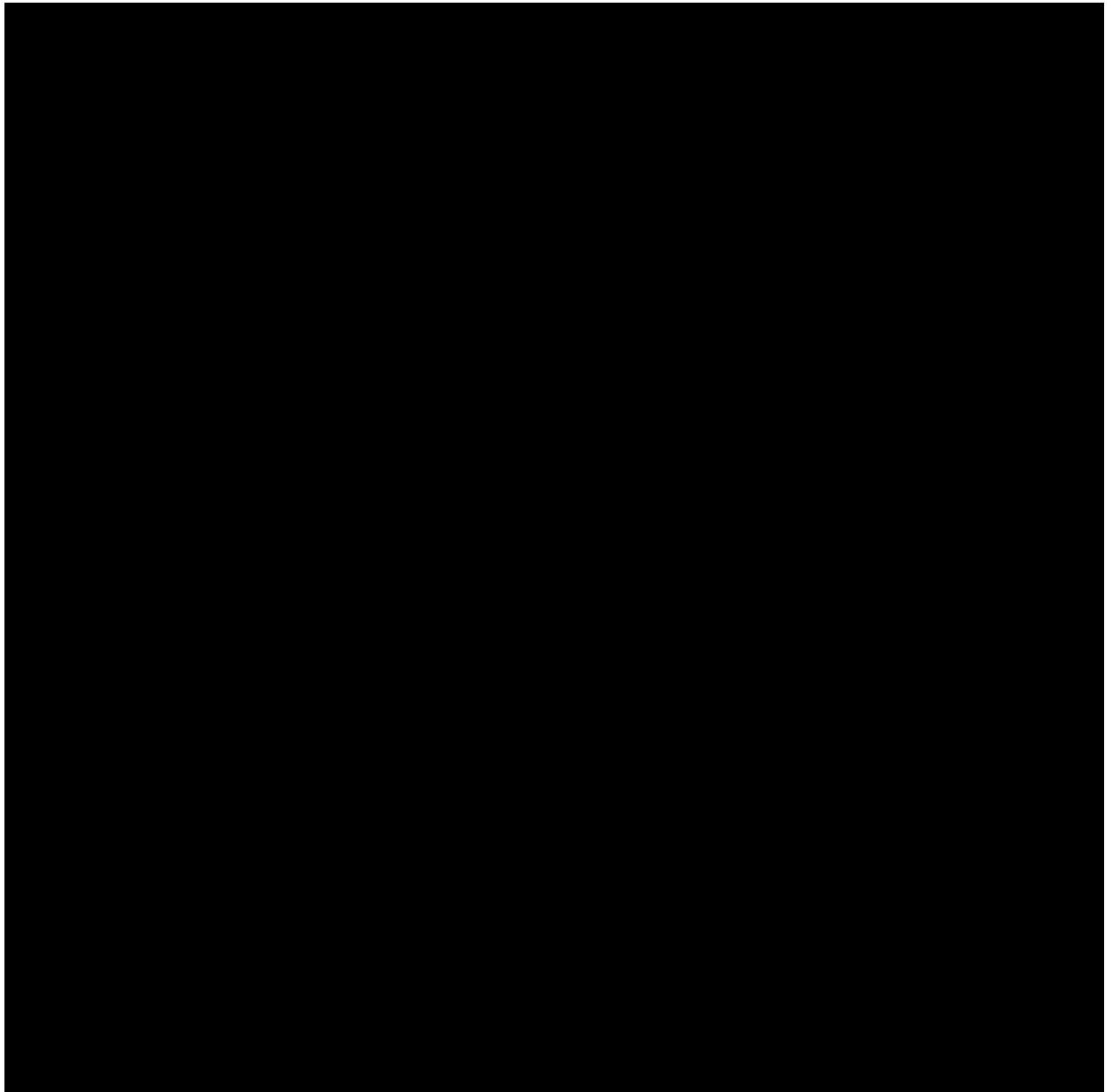
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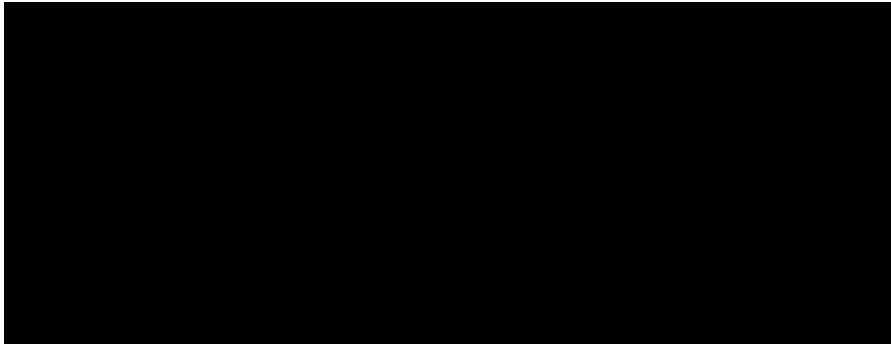
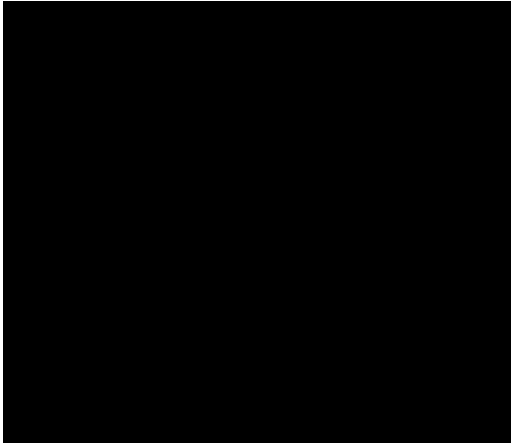
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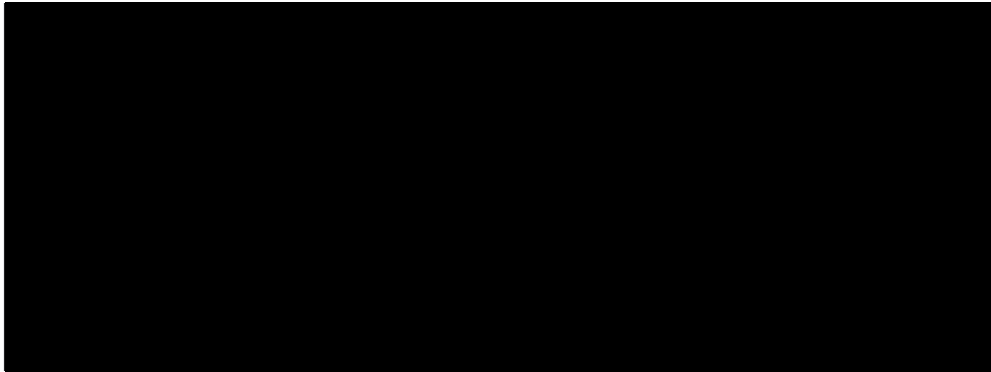
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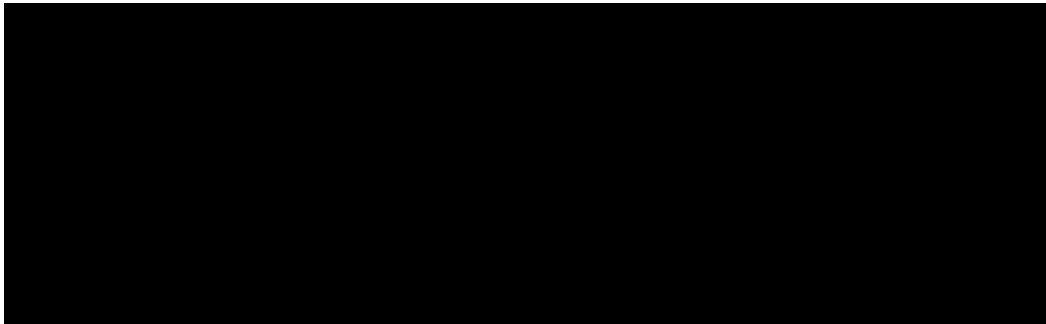
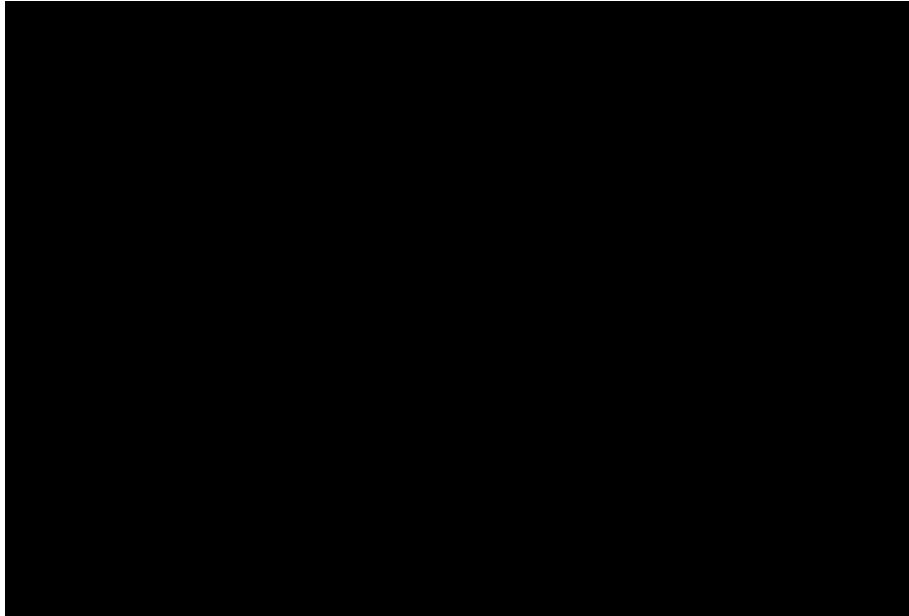
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Outbound tickets:



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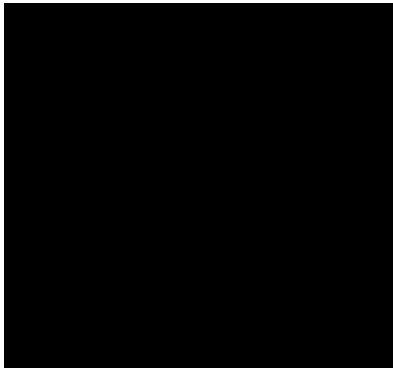
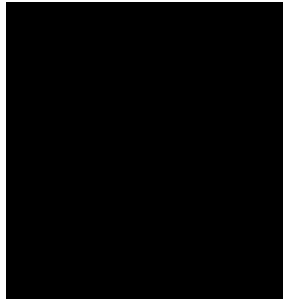
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