

## System Security Access Form For ConQuest & Gemini Explanation for Shippers

This form is provided by xoserve in order to identify your ConQuest & Gemini system access requirements for Authorised Representatives (AR).

**If access to M-Number or Internet Access to Data systems is required then please complete the form located on the following web page:**  
[http://www.xoserve.com/up\\_servicerequestforms.asp](http://www.xoserve.com/up_servicerequestforms.asp)

### Section 1

All fields are mandatory and must be completed in full.

### Section 2

This section should be completed to request or change access of an Authorised Representative to the Gemini system. Gemini is used to manage system entry and exit capacity booking, tracking gas flow nominations and participating in auctions.

Descriptions of the Gemini roles that can be requested are as follows;

Role ID	Description
IGMS019	Shipper Super User
IGMS020	Shipper Analyst
IGMS021	Shipper Read Only
IGMS100	Shipper API

Role ID	Description
IGMS022	Market Operator
IGMS101	Market Operator API

Role ID	Description
IGMS024	Agent Analyst
IGMS102	Agent API

Role ID	Description
EXT007	Shipper Full Control – NTS Exit Reform
EXT009	Shipper Read Only – NTS Exit Reform

Role ID	Description
EXT008	DN Full Control (for Network Operators only)

### Section 3

This section should be completed when you wish to add, change or remove access of Authorised Representatives for ConQuest

ConQuest is an online supply point query management system which enables shippers to submit data/invoice challenges relating to a supply point.

The PSQ role enables Shippers to re-submit queries in the event that they are not satisfied with the resolution.

#### **Section 4**

This section is mandatory and should be completed in full by the LSO/DLSO or the access request may be rejected.

**Please fax completed forms to:**

Security Access Requests  
C/O CSC

On **0800 032 8903**

Or if dialling from outside the UK: +44 800 032 8903

## Security Access Request Form For ConQuest & Gemini Authorised Representatives

### Section 1: Organisation Details – mandatory

Organisation Name	
Effective Working Date for Request (minimum 10 business days notice required)	
Short Code (3 digits)	

### Section 2: Define GEMINI Authorised Representatives

Authorised Representative	Request type (indicate if you wish to (A)dd (C)hange (R)emove	Role required (enter role required see guidelines)	User ID's (if user is for Removal enter existing ID's)

### Section 3: Define ConQuest Authorised Representatives

Authorised Representative	Request type (indicate if you wish to (A)dd (C)hange (R)emove	ConQuest required (state if PSQ role is required Y/N)	User ID's (if user is for C or R enter existing ID's)

### Section 4: Access Request Authorisation - mandatory

<b>Signature of LSO/DLSO:</b>
<b>Please PRINT name:</b>
<b>Date of Request:</b>