

Art. 1 Name of the Organisation

The name of the Organisation is European forum for energy business Information eXchange, abbreviated "ebIX®".

Art. 2 Purpose of the Organisation

The purpose of ebIX® is to advance, develop and standardize the use of electronic information exchange in the energy industry. ebIX® focuses on the harmonisation of data exchange for electricity and gas between the various roles in the liberalised European energy market.

ebIX® pursues this goal by using international and open standards for the creation of a technology independent model representing common generic data exchange processes as suitable for implementation in energy data management software. ebIX® deals with business or administrative data. ebIX® shall also cover the needs both for the wholesale market (upstream) and the retail market (downstream). ebIX® is an independent organisation that will work together with relevant organisations and will promote the use of the ebIX® standards. ebIX® will follow the rules of the European Union where applicable.

Art. 3 Tasks

ebIX® shall develop the standardisation of information exchange, including messages, communication, security, etc. The work covers the following:

- Adopting and publishing a methodology describing processes and exchanges in the European energy market;
- Developing and maintaining ebIX® Business Procedures, which describe the procedures in the energy market for interchange of data;
- Recommending standards for communication, security etc. to be used in the energy market.
- Providing necessary support and help to the users of ebIX®, so that the documentation can be used in the correct way in all member countries;
- Co-operating with other standardisation bodies within the energy industry and with other organisations making standards used by ebIX®.

Art. 4 Members

ebIX® is open for the types of organisations mentioned below from all European countries that share the objective in Article 2. The ebIX® Forum may decide to admit new Members. A country participates in ebIX® when a member is assigned.

There can be two member organisations per country: the national ebIX® organisation if this exists or the Transmission System Operator(s) (TSO) or an organised body thereof or the national energy association. These member organisations officially appoint two persons

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per country (and a substitute for each) to represent them in the ebIX® Forum. One of these persons will be assigned as the official contact person for administrative matters.

The Forum can invite other bodies to become observing members and invite selected representatives to its meetings.

Art. 5 Observers

The ebIX® Forum may grant observer status. All European countries can be an observer to ebIX® for up to two years, before becoming a full member of ebIX®. The first year a country is participating as an observer the country pays no fee and has no voting rights. The second year the country pays ½ fee and has full rights and responsibilities of an ebIX® Member. After these two years the Observer becomes a full member with all rights and responsibilities and pays the full annual fee.

Art. 6 Resignation of Members and Observers

Members and Observers have the right to resign from ebIX® provided they give six months' before the beginning of a new calendar year written notice to the Chairperson. Notwithstanding their resignation, the resigning Member or Observer shall remain liable for all unpaid fees.

Art. 7 Organisation

The ebIX® organisation consists of the Forum, the Chairperson, the Secretariat, the Technical Committee and project groups.

Art. 8 Chairperson

The Forum Chairperson for the coming calendar year is elected at the Forum meeting for the next calendar year. The Chairperson is also responsible for the Financial Secretariat.

Art. 9 Financial Secretariat

The Secretariat will do the accounts and tax matters for the Forum. All expenses and income are contracted by the Secretariat.

Art. 10 Meetings of the Forum

The Forum shall meet at least twice a year: A spring meeting in the first half of the year and an autumn meeting in the second half. At least one of the meetings shall be a physical meeting. Besides the normal work (e.g. approval of standards), the spring meeting shall approve the annual accounts and the autumn meeting shall agree on an activity plan and a budget for the coming calendar year. The meeting participants will be:

- The two officially appointed representatives per country or their officially appointed substitutes
- Additional representatives appointed by the member organisations (to let more people from each country participate), unless the Forum has decided not to invite them
- Project convenors, unless the Forum has decided not to invite them

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- Observing member representatives, unless the Forum has decided not to invite them

The meetings of the Forum group will be hosted by the member organisations on a rotary basis. The chairperson will appoint a secretary for the minutes of the meetings.

Art. 11 **Voting and Voting List**

All Forum decisions including budgets and in particular ebIX® standards should preferably be passed unanimously by all members. If an unanimous decision cannot be reached, the decisions shall be taken by a qualified majority of 4/5 of votes casted. The Forum shall only be quorate when the members attending represent at least 2/3 of its members. In case this attendance quorum is not met the chairperson shall call a second meeting for which no attendance quorum shall apply.

The chairperson shall, when needed, set up a written voting procedure for decision making of the Forum via voting by electronic means. The electronic voting system shall consist of each Member sending a vote to the Secretariat. The time required for the due process is fixed by the chairperson of ebIX® and it shall be at least two weeks.

The majorities needed for decisions taken by a written procedure for decision making are the same as for decisions taken by an Forum meeting.

Art. 12 **ebIX® Technical Committee**

The ebIX® Technical Committee (ETC) is a permanent group. The Forum member(s) for each country may appoint an ETC member (one per country). Each ETC member can call upon other experts when needed. Observing members can become corresponding members of ETC.

The ETC elects its own convenor. The role rotates between the members on a yearly basis. The ETC can appoint a consultant that may act as secretary to the group.

The group is responsible for the technical part of the standards and the Forum can authorise it to approve modifications to the standards.

Art. 13 **Project Groups**

Project groups may be appointed by the Forum to develop business procedures or to investigate specific issues. Where appropriate, the Forum may appoint relevant (external) members to participate in a project group.

The Forum member(s) for each country are entitled to nominate one person (one per country) as a project group member and one additional if the country is expected to implement the standard immediately. The Forum will decide on the membership if the number of candidates is considered too high for the project. The Forum will appoint the project convenor with the task to ensure that the project is carried out according to the approved plan and budget. The meetings of a project group will be hosted by the project member organisations.

The project cannot start until project plans, including budget and goals, are approved by the Forum. The project group may appoint a consultant that must be approved by the Forum.

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Funding

The members cover their own costs. Other expenses for the Forum, the Technical Committee and the projects shall be borne by the organisations of each country on an equal basis (each country pays the same amount), except after voting rights have been introduced (see Art. 6). Payments are to be made on account in April based on the budget approved by the Forum members. Final payment is to be made after Forum approval of the annual accounts made by the Secretariat. The Payment of the member fee is for a whole calendar year.

Art. 15

Language

The working language is English. All standards and papers are to be in English. Project groups can unanimously agree on another language for internal working papers.

Art. 16

Publishing

All standards and recommendations will be published on a website.