Contacts detail of Clearing Member

Date: Click or tap to enter a date.

[ ]  Albania Bidding Zone [ ]  Kosovo Bidding Zone

**To: ALPEX SHA To: ALPEX SHA-Branch in Kosova**

Rruga Liman Kaba, Rezidenca Olympic, Rruga Ali Pashe Tepelena,

Shkalla 3, Kati 1, Zyra nr.1, Ndërtesa MP Group, Lokali Nr.7

Tirana, Albania Prishtina, Kosova

Email: clearing@alpex.al Email: clearing@alpex.al

**General Info**

|  |  |
| --- | --- |
| Company Name of Clearing Member  | :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| [[1]](#footnote-2)Clearing System (EMCS) Code | :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Address/Postal Code | :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | City/Country | :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Email | :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Tel | :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | FAX | :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| NUIS/NUI | :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Tax Office | :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| SN of Register Certification | :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Issue Date of Register Certification | :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| EIC CODE | :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| BoD Chairman | :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Tel. | :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Email  | :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| CEO name | :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Tel. | :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Key Persons**With this form, the above-mentioned Clearing Member dictates its designated executives for any communication foreseen by ALPEX's Procedures and Technical Decisions. |
| **Membership issues***In this area, please fill in persons who have the legal right to sign application forms for your company regarding membership issues* |
| Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­\_\_\_\_\_\_\_ | Tel.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  [ ]  New Action: [ ]  Edit [ ]  No Change [ ]  Delete |
| Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  Mob. :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  Type: [ ]  DAM & IDM Trading [ ]  DAM & IDM Clearing |
| Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Tel.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  [ ]  New Action: [ ]  Edit [ ]  No Change [ ]  Delete |
| Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  Mob. :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  Type: [ ]  DAM & IDM Trading [ ]  DAM & IDM Clearing |
| Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Tel.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  [ ]  New Action: [ ]  Edit [ ]  No Change [ ]  Delete |
| Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  Mob. :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  Type: [ ]  DAM & IDM Trading [ ]  DAM & IDM Clearing |
| Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Tel.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  [ ]  New Action: [ ]  Edit [ ]  No Change [ ]  Delete |
| Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  Mob. :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  Type : [ ]  DAM & IDM Trading [ ]  DAM & IDM Clearing |

**(PLEASE FILL IN ONLY APPLICABLE FIELDS)**

**Compliance Officers**

|  |  |  |
| --- | --- | --- |
| Position: [ ]  Head of unit [ ]  Responsible | Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Tel.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  [ ]  NewAction: [ ]  Edit [ ]  No Change [ ]  Delete | Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Mob.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Position: [ ]  Head of unit [ ]  Responsible | Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Tel.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  [ ]  NewAction: [ ]  Edit [ ]  No Change [ ]  Delete | Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Mob.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Position: [ ]  Head of unit [ ]  Responsible | Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Tel.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  [ ]  NewAction: [ ]  Edit [ ]  No Change [ ]  Delete | Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Mob.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Position: [ ]  Head of unit [ ]  Responsible | Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Tel.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  [ ]  NewAction: [ ]  Edit [ ]  No Change [ ]  Delete | Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Mob.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Clearing matters for DAM & IDM**

*Only clearers are accepted in this area*

|  |  |  |
| --- | --- | --- |
| Market: [ ]  DAM & IDM |  |  |
| Position: [ ]  Head of unit [ ]  Responsible | Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Tel.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  [ ]  NewAction: [ ]  Edit [ ]  No Change [ ]  Delete | Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Mob. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Position: [ ]  Head of unit [ ]  Responsible | Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Tel.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  [ ]  NewAction: [ ]  Edit [ ]  No Change [ ]  Delete | Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Mob. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Position: [ ]  Head of unit [ ]  Responsible | Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Tel.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  [ ]  NewAction: [ ]  Edit [ ]  No Change [ ]  Delete | Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Mob. :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Position: [ ]  Head of unit [ ]  Responsible | Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Tel.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  [ ]  NewAction: [ ]  Edit [ ]  No Change [ ]  Delete | Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Mob.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Technical (IT) Department**

|  |  |  |
| --- | --- | --- |
| Position: [ ]  Head of unit [ ]  Responsible | Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Tel.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  [ ]  NewAction: [ ]  Edit [ ]  No Change [ ]  Delete | Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Mob.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Position: [ ]  Head of unit [ ]  Responsible | Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Tel.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  [ ]  NewAction: [ ]  Edit [ ]  No Change [ ]  Delete | Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Mob. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Position: [ ]  Head of unit [ ]  Responsible | Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Tel.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  [ ]  NewAction: [ ]  Edit [ ]  No Change [ ]  Delete | Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Mob.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Accounting Unit**

|  |  |  |
| --- | --- | --- |
| Position: [ ]  Head of unit [ ]  Responsible | Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Tel.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  [ ]  NewAction: [ ]  Edit [ ]  No Change [ ]  Delete | Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Mob.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Position: [ ]  Head of unit [ ]  Responsible | Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Tel.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  [ ]  NewAction: [ ]  Edit [ ]  No Change [ ]  Delete | Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Mob.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Position: [ ]  Head of unit [ ]  Responsible | Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Tel.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  [ ]  NewAction: [ ]  Edit [ ]  No Change [ ]  Delete | Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Mob.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Notes**

*Please provide any additional information you consider relevant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

The Company undertakes the obligation to inform the respective persons (key personnel) about the processing of their personal data, by handing to them the information of Appendix I.

For the Company,

(Name of Legal Representative, Position, Signature)

(Company Stamp)

**APPENDIX I**

**INFORMATION ON THE PROCESSING OF PERSONAL DATA FROM ALPEX FOR CLEARING MEMBERS KEY PERSONNEL**

1. PROVISION OF INFORMATION TO DATA SUBJECTS

ALPEX, in its capacity as data controller, in accordance with the legislation on the protection of Albanian/Kosovo legislation on the protection of personal data, hereby provides information concerning the personal data processing of the Clearing Members key personnel (persons who have the right to sign application forms regarding membership issues, compliance officers, certified clearers, IT responsible persons) (hereinafter “Subjects”), in the way described as below.

1. What kind of data do we collect?

a) Identification data such as name and current position in the client's company

b) Contact details such as e-mail address and fixed and mobile telephone number

1. Where do we collect your data from?

The aforementioned data are collected directly from Subject or the Clearing Members where this Subject is employed.

1. Why do we collect your data and how do we process them?

Personal data collected in the way described above, in accordance with the applicable legal and regulatory framework, are processed for communication purposes with ALPEX.

The legal basis of the processing for this purpose is that the processing is necessary in the exercise of official authority and competences vested in ALPEX.

1. Who are the data recipients?

ALPEX's employees who are responsible for Clearing in ALPEX, who have been duly informed about the secure processing of your personal data.

In addition, recipients of your data are person and legal persons to whom ALPEX entrusts the performance of specific tasks on its behalf, such as, among others, system maintenance and technical support providers, software service providers and information security service providers (e.g., companies that provide the necessary IT platforms and technical support services).

Furthermore, the recipients of your personal data may be, on a case-by-case basis supervisory, auditing, independent, judicial, public and/or other authorities and bodies within the scope of their statutory responsibilities, duties and powers, when the transfer to them is required by law or provided for by law.

1. For how long are the data retained?

The personal data will be stored by ALPEX for the period of 5 years or for the fulfilment of their purpose, as well as for the necessary period of time required by the legal and/or regulatory framework in force or for the time required for ALPEX to exercise its claims and defend its rights and legal interests.

1. How can the Subjects exercise their rights?

In order to exercise their rights, the Subjects may address:

* In writing to: ALPEX Address

 Liman Kaba Street, Olympic Residence, Level 3, Floor 1, Office 1, Tirana, Albania

 Ali Pashe Tepelena Street, Building MP Group, Local No.7, Prishtina, Kosova

* Through email to: clearing@alpex.al
1. How are the Subjects rights protected?

ALPEX protects the data against accidental or unlawful destruction, loss, alteration, unauthorized disclosure or access and any other form of unlawful processing.

1. CONTANT DETAILS

Albanian Power Exchange -ALPEX SHA

Rr.Liman Kaba, Rezidenca Olympic, Shkalla 3, Kati 1, Zyra nr.1, Tirana, Albania

Contact phone number:

Email: info@alpex.al

OR

Albanian Power Exchange -ALPEX SHA-Branch in Kosova

Rr. Ali Pashe Tepelena, Ndërtesa MP Group, Lokali Nr.7, Prishtina, Kosova

Contact phone number:

Email: info@alpex.al

1. this information is provided by ALPEX [↑](#footnote-ref-2)