



IHS Markit™

PENNVEST Auctions: Enrollment and Eligibility Phase

IHS Markit / New York / 2018

Company overview – IHS Markit

- IHS Markit's Role in Nutrient Credit Trading:
 - Offer Enrollment & Eligibility services through our Markit Counterparty Manager(MCM) system
 - Provide auction services, including training on Submitting Bids and Offers using the Markit Environmental Registry



Company overview - PENNVEST

- PENNVEST's Role in Nutrient Credit Trading:
 - Provide public operated treatment works and regulated point sources with a cost-effective alternative to meeting their nutrient discharge permit requirements
 - Reduce risk perceived by credit sellers and buyers that may inhibit growth of the nutrient credit market



Presentation Outline

1. Auction updates for previous participants
2. Auction Account Opening
3. Logging into Markit Counterparty Manager (MCM)
4. Reviewing documentation posted on Markit Counterparty Manager
5. Submitting Electronic Enrollment App. Form in Markit Counterparty Manager
6. Updating Electronic Enrollment App. Form in Markit Counterparty Manager
7. Uploading documents for review onto Markit Counterparty Manager
8. Reviewing results of your Enrollment App. Form

Auction updates for previous participants

Auction updates

- This Forward Auction will include two rounds, both held on **March 14th 2018**. Both rounds will result in a separate clearing price and settlement of credits
- The auction methodology will be reviewed during the next webinars on **February 28th** and **March 7th**
- If documents uploaded for previous auctions have been updated in any way, new documents will need to be re-uploaded to Markit Counterparty Manager for the upcoming auction

Auction Account Opening

Auction Account Opening

1. If you have participated in a previous auction and already have an account at IHS Markit, you do not have to go through the account opening process outlined below.
2. If you are new to the auction process, please navigate to:


<https://ihsmarkit.com/products/pennvest.html>


Click on “Register To Participate” link.

3. The following form will open:

- * Please note that if you are applying as an individual (rather than a company), please contact the Markit Environmental Operations team directly at environmental.auctions@markit.com.

Sample Auction Registration Form:



[SOLUTIONS](#)
[OUR EXPERTISE](#)
[EVENTS](#)
[ABOUT US](#)



Markit Environmental Auctions Registration

Please complete the form below to register to participate in the Pennvest Nutrient Credit Trading Auctions.

I agree to the [Markit Environmental Auctions Terms & Conditions](#) and would like to participate in the Pennvest Nutrient Credit Trading Auctions *

*required fields**

Business Email *



First Name *

Last Name *

Job Function *

Industry

Company *

Job Title *

Country *

Phone Number*

Please have an IHS Markit sales specialist contact me

By submitting this request, I agree with the IHS Markit [Terms of Use](#) and [privacy policy](#).*

REGISTER

Auction Account Opening

5. You will receive an email from environmental.auctions@markit.com within 24 hours requesting:
 - Main account holder's **Photo Identification document** (e.g. passport photo or driver's license)
 - **Organizational Documents** for your entity such as:
 - **Municipal Authority** – Provide copy of Articles of Incorporation plus any amendments and a copy of your By-laws
 - **Municipalities** – Provide a letter from your solicitor stating 1) what section of the PA code you operate under and 2) who, both name & title), is authorized to take official action on your behalf
 - **Private** – Organization documents (ex: Articles of Incorporation, By-laws, Partnership Agreement, Operating Agreement)
 - Executed standardized **Resolution** authorizing approval for participation. The Resolution is available on PENNVEST's website (refer to "Nutrient Credit Trading", "NCT documents").
 - **Vendor Identification ID #** (Note: Participants must register with the Commonwealth's SAP system and obtain a vendor identification number prior to submitting the enrollment application. Refer to: <http://www.vendorregistration.state.pa.us/CVMU/Paper/DefaultInvoice.aspx>)
 - **EIN or Federal Tax ID#**
 - **Contact Person Name, Title, Email Address and Phone Number**
 - **Company Name and Address**
6. Send information to environmental.auctions@markit.com.
7. If further information is needed, you will receive an email requesting additional details
8. Once completed, you will receive an email with your Markit Counterparty Manager login credentials.

Sample Email – Markit Counterparty Manager Login Credentials



Welcome to Markit Counterparty Manager

Dear Markit Client,

We have created an account for you to access Markit Counterparty Manager within www.markit.com. Your login credentials are listed below.

Username: user123@markit.com

To set your **password** and login, please click on the password link below:

<https://products.markit.com/home/ResetPassword frm?code=Br8pd2ySJegFL19NMK65Zi2mzmRTqnDtbKih5tuuW4>

If clicking the above link does not work, please copy and paste the URL in a new browser window instead.

If you have received this email in error or have any other questions, please contact us at support@markit.com.

Thank you.

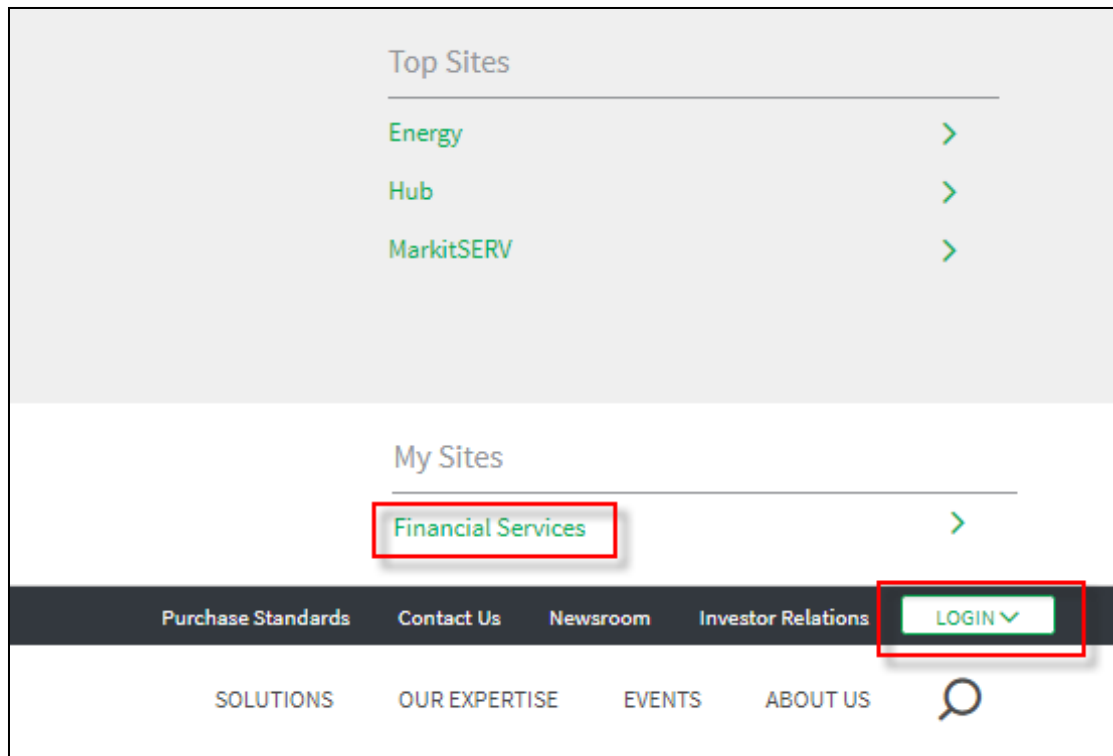
Markit Client Relations Team
U.S.: + 1 877 762 7548
EMEA: + 800 6275 4800
Asia Pacific: + 65 6922 4210
Email: support@markit.com

[LIVE CHAT](#)

Logging into Markit Counterparty Manager

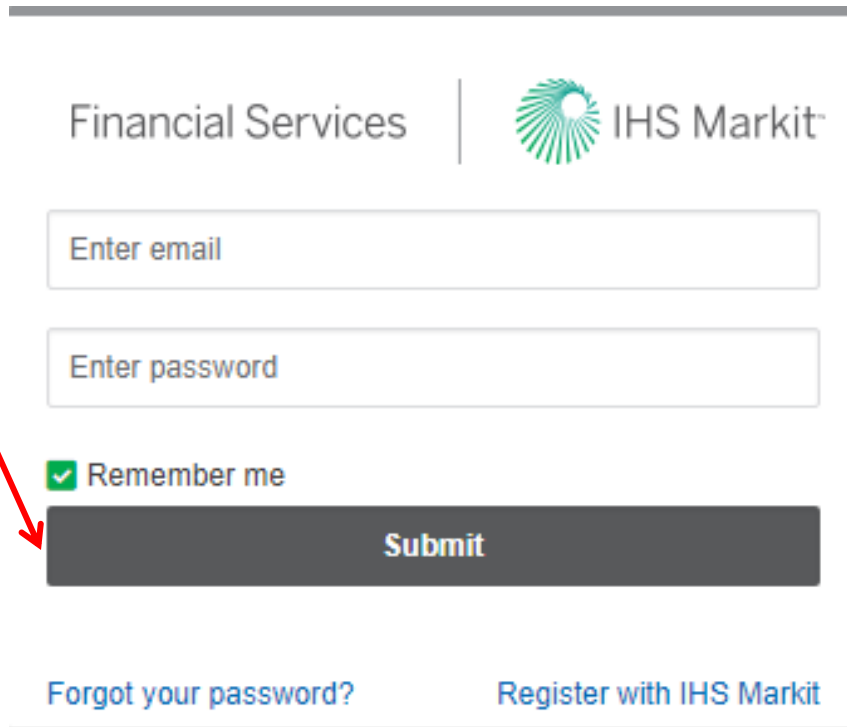
Logging into Markit Counterparty Manager


1. Navigate to www.ihsmarket.com
2. Click LOG IN.
3. Select: Financial Services



Logging into Markit Counterparty Manager

3. This will call up a Login screen. Insert your email address and password and press the **Submit** button.



Financial Services |  IHS Markit

Enter email

Enter password

Remember me

Submit

[Forgot your password?](#) [Register with IHS Markit](#)

Logging into Markit Counterparty Manager

4. After logging in, you will be prompted to select your Markit Product. Click "**Counterparty Manager**"

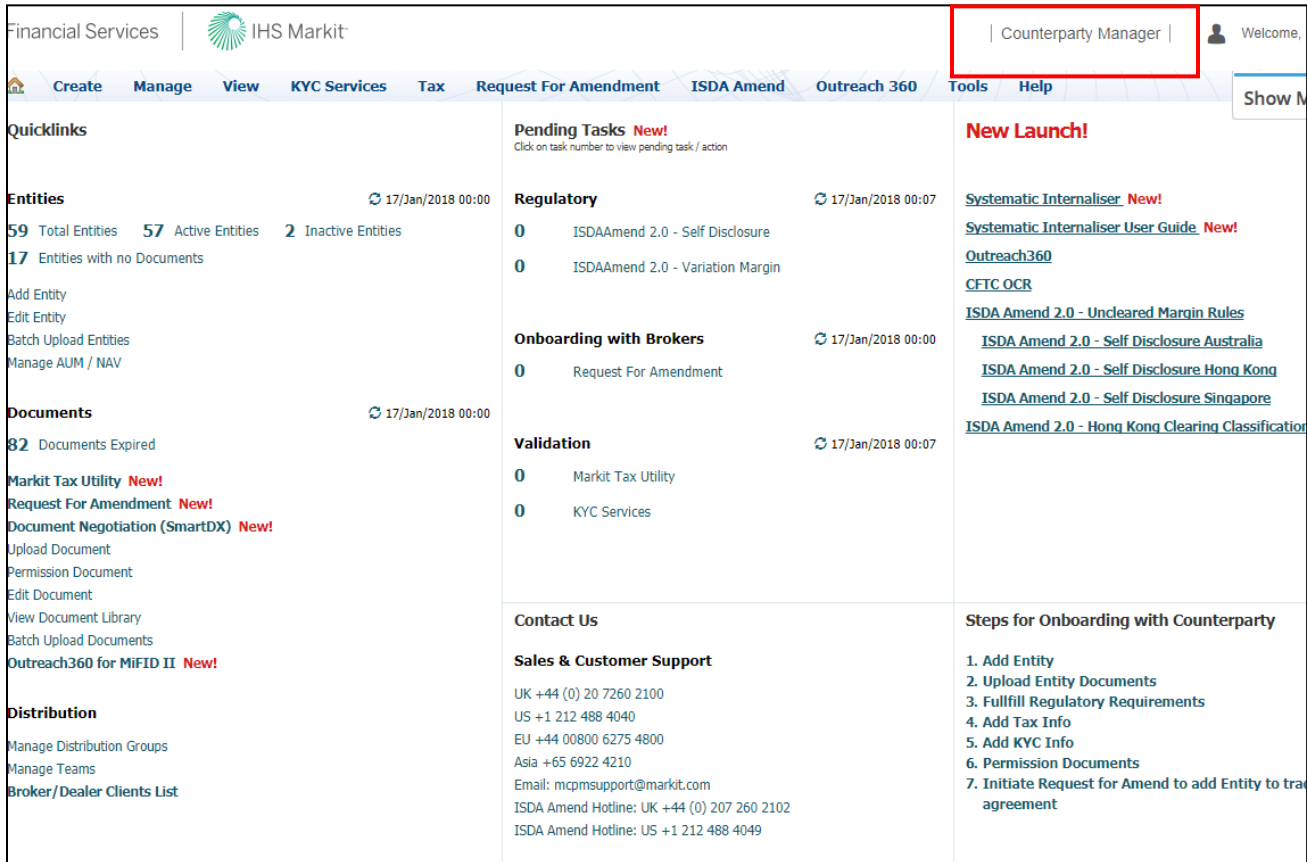


The screenshot shows the IHS Markit Financial Services dashboard. The top navigation bar includes a home icon, 'Create', 'Manage', 'View', 'KYC Services', 'Tax', 'Request For Amendment', 'ISDA Amend', 'Outreach 360', and 'Tools'. The 'Tools' dropdown menu is open, and 'Counterparty Manager' is highlighted with a red box and a red arrow pointing to it. Other menu items include 'Dividend Forecasting', 'Indices', 'PMI', 'Price Viewer', 'Pricing Data - CDS', and 'Reference Data - CDS'.

Section	Item	Value	Refresh	Timestamp
Entities	59 Total Entities	57 Active Entities	2 Inactive Entities	
	17 Entities with no Documents			
Regulatory	0 ISDAAmend 2.0 - Self Disclosure			17/Jan/2018 00:07
	0 ISDAAmend 2.0 - Variation Margin			

Logging into Markit Counterparty Manager

5. Once you are successfully logged into Markit, you will be presented with the Markit Counterparty Manager landing screen.



Financial Services | IHS Markit

Counterparty Manager | Welcome,

Create Manage View KYC Services Tax Request For Amendment ISDA Amend Outreach 360 Tools Help

Show M

Quicklinks

Entities 17/Jan/2018 00:00
 59 Total Entities 57 Active Entities 2 Inactive Entities
 17 Entities with no Documents
 Add Entity
 Edit Entity
 Batch Upload Entities
 Manage AUM / NAV

Documents 17/Jan/2018 00:00
 82 Documents Expired
Market Tax Utility New!
Request For Amendment New!
Document Negotiation (SmartDX) New!
 Upload Document
 Permission Document
 Edit Document
 View Document Library
 Batch Upload Documents
Outreach360 for MiFID II New!

Distribution
 Manage Distribution Groups
 Manage Teams
Broker/Dealer Clients List

Pending Tasks New!
 Click on task number to view pending task / action

Regulatory 17/Jan/2018 00:07
 0 ISDAAmend 2.0 - Self Disclosure
 0 ISDAAmend 2.0 - Variation Margin

Onboarding with Brokers 17/Jan/2018 00:00
 0 Request For Amendment

Validation 17/Jan/2018 00:07
 0 Market Tax Utility
 0 KYC Services

Contact Us

Sales & Customer Support
 UK +44 (0) 20 7260 2100
 US +1 212 488 4040
 EU +44 00800 6275 4800
 Asia +65 6922 4210
 Email: mcpsupport@markit.com
 ISDA Amend Hotline: UK +44 (0) 207 260 2102
 ISDA Amend Hotline: US +1 212 488 4049

New Launch!

[Systematic Internaliser New!](#)
[Systematic Internaliser User Guide New!](#)
[Outreach360](#)
[CFTC OCR](#)
[ISDA Amend 2.0 - Uncleared Margin Rules](#)
[ISDA Amend 2.0 - Self Disclosure Australia](#)
[ISDA Amend 2.0 - Self Disclosure Hong Kong](#)
[ISDA Amend 2.0 - Self Disclosure Singapore](#)
[ISDA Amend 2.0 - Hong Kong Clearing Classification](#)

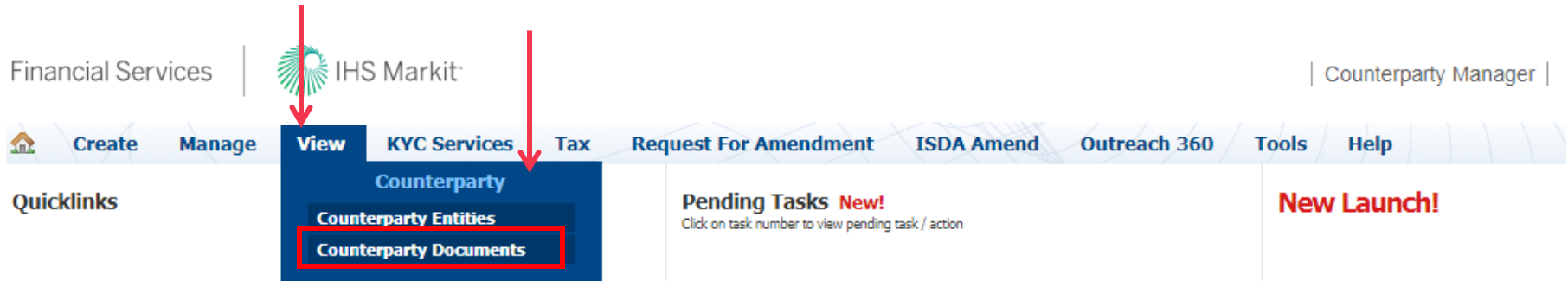
Steps for Onboarding with Counterparty

1. Add Entity
2. Upload Entity Documents
3. Fulfill Regulatory Requirements
4. Add Tax Info
5. Add KYC Info
6. Permission Documents
7. Initiate Request for Amend to add Entity to trade agreement

Reviewing documentation posted in Markit Counterparty Manager

Reviewing documentation posted in Markit Counterparty Manager

1. Log into Markit Counterparty Manager (MCM).
2. Hover over "View" on menu bar.
3. Click on "Counterparty Documents"



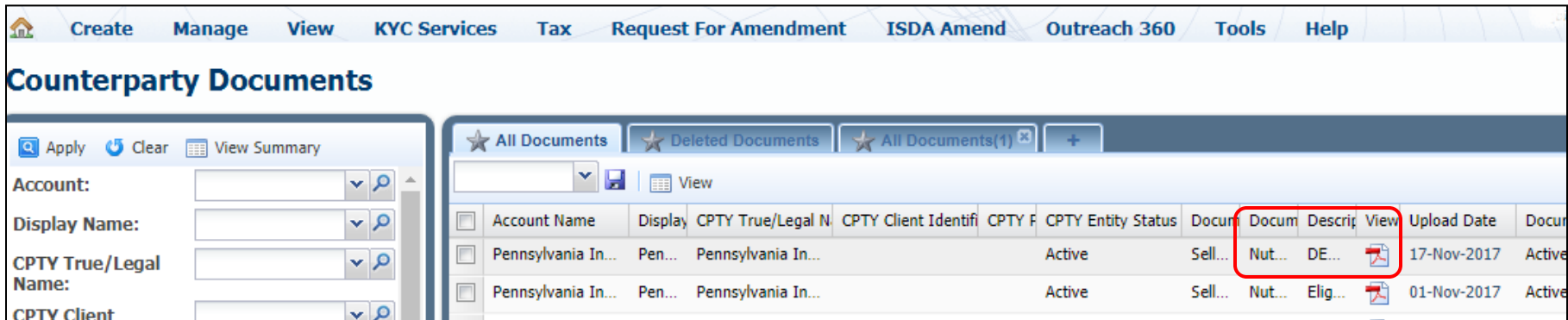
4. Click on the all documents link in bold text

To view all counterparty documents click on the **all document(s)** link



Summary of Top 20 Accounts By Document Count

Account Name	Entity Count	Document Count
Pennsylvania Infrastructure Investment Authority Company	1	4

Reviewing documentation posted in Markit Counterparty Manager



The screenshot shows the 'Counterparty Documents' interface. On the left, there are search filters for Account, Display Name, CPTY True/Legal Name, and CPTY Client. The main area displays a table of documents under the 'All Documents' tab. The table has columns for Account Name, Display, CPTY True/Legal Name, CPTY Client Identifi, CPTY F, CPTY Entity Status, Document, Document, Description, View, Upload Date, and Document. A red box highlights the 'View' icon (a document with a magnifying glass) in the 'View' column for the document titled 'Nutrient Credit Trading Rule Book'.

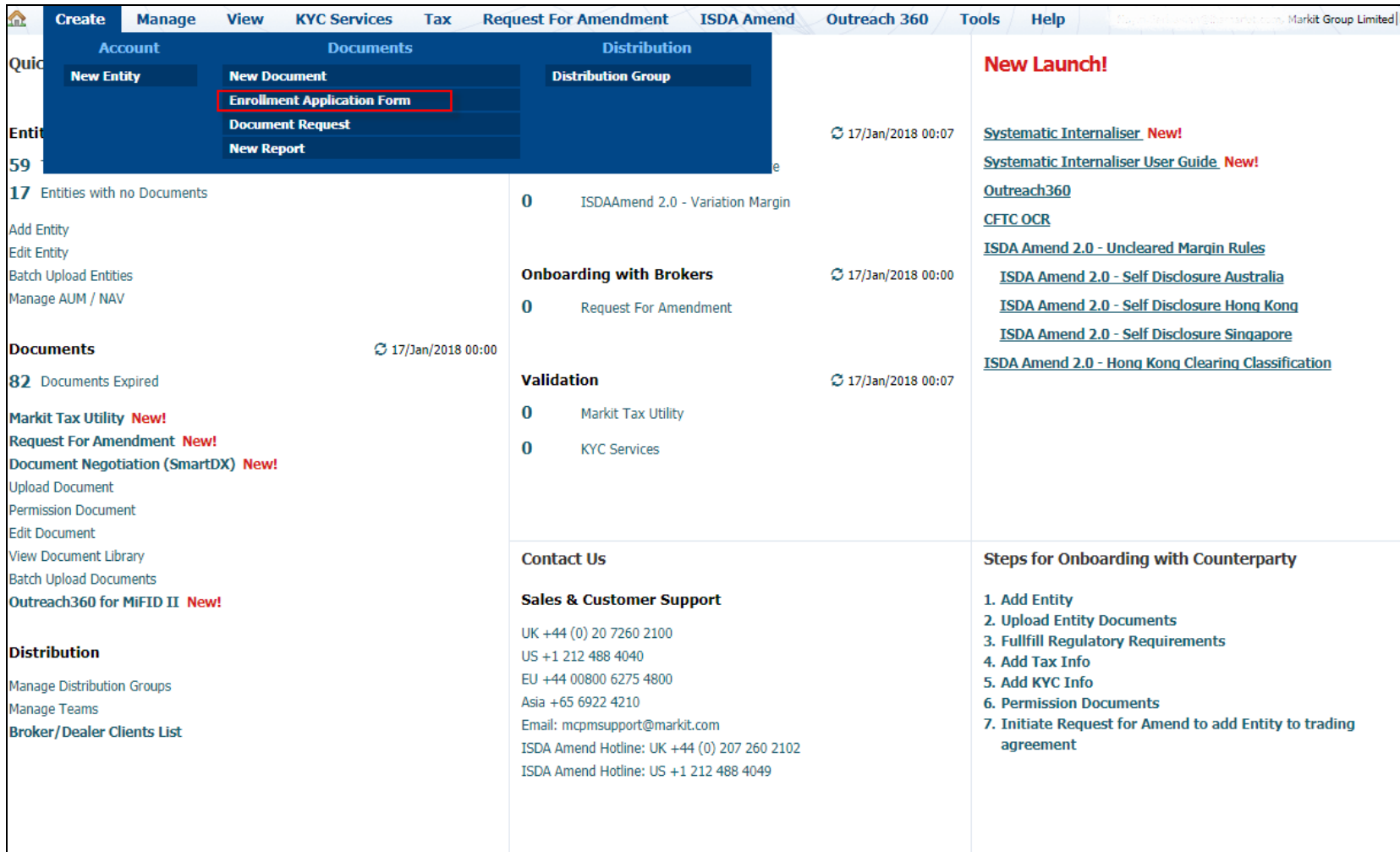
Account Name	Display	CPTY True/Legal N	CPTY Client Identifi	CPTY F	CPTY Entity Status	Docum	Docum	Descri	View	Upload Date	Docum
Pennsylvania In...	Pen...	Pennsylvania In...			Active	Sell...	Nut...	DE...		17-Nov-2017	Active
Pennsylvania In...	Pen...	Pennsylvania In...			Active	Sell...	Nut...	Elig...		01-Nov-2017	Active

5. The following document will automatically appear in your “My Counterparty Documents” folder: “Nutrient Credit Trading Rule Book”

6. Click on the icon to download and review

Submitting an Electronic Enrollment Application Form in Markit Counterparty Manager

1. On the menu bar, hover over "Create" menu item.
2. Click on "Enrollment Application Form" menu item.



The screenshot shows the IHS Markit system interface. At the top, there is a navigation bar with the following items: **Create**, **Manage**, **View**, **KYC Services**, **Tax**, **Request For Amendment**, **ISDA Amend**, **Outreach 360**, **Tools**, and **Help**. The **Create** menu is expanded, showing three sub-sections: **Account**, **Documents**, and **Distribution**. Under **Account**, there is a **New Entity** button. Under **Documents**, there are buttons for **New Document**, **Enrollment Application Form** (highlighted with a red box), **Document Request**, and **New Report**. Under **Distribution**, there is a **Distribution Group** button. The main content area is divided into three columns. The left column contains navigation links like **Quick**, **Entities**, **17 Entities with no Documents**, **Documents**, **82 Documents Expired**, **Market Tax Utility New!**, **Request For Amendment New!**, **Document Negotiation (SmartDX) New!**, and **Distribution**. The middle column contains a list of items with counts and dates, such as **ISDAAmend 2.0 - Variation Margin** (0, 17/Jan/2018 00:07), **Onboarding with Brokers** (0, 17/Jan/2018 00:00), **Request For Amendment** (0), **Validation** (0, 17/Jan/2018 00:07), **Market Tax Utility** (0), and **KYC Services** (0). The right column contains a **New Launch!** section with links to **Systematic Internaliser New!**, **Systematic Internaliser User Guide New!**, **Outreach360**, **CFTC OCR**, **ISDA Amend 2.0 - Uncleared Margin Rules**, **ISDA Amend 2.0 - Self Disclosure Australia**, **ISDA Amend 2.0 - Self Disclosure Hong Kong**, **ISDA Amend 2.0 - Self Disclosure Singapore**, and **ISDA Amend 2.0 - Hong Kong Clearing Classification**. At the bottom, there is a **Contact Us** section with **Sales & Customer Support** information, including phone numbers for UK, US, EU, and Asia, and email addresses. A **Steps for Onboarding with Counterparty** section lists seven steps: 1. Add Entity, 2. Upload Entity Documents, 3. Fullfill Regulatory Requirements, 4. Add Tax Info, 5. Add KYC Info, 6. Permission Documents, and 7. Initiate Request for Amend to add Entity to trading agreement.

3. The online Enrollment Application Form will appear.

Enrollment Application Form

INSTRUCTIONS
[Please click on this link to view the instructions](#)

Account Name:	Demo Test Auction Account	Federal Tax Id Number:	00-0000000
Legal Structure:	Municipal Authority	State Vendor ID:	000000

Registered Address

Address 1: 620 8th Avenue
Address 2: 35th Floor
Town: New York City
City: New York
State: New York
Postcode/ZIP: 10018
Country: United States

Primary Contact Details

First Name: Jane Q.
Last Name: Public
Primary Contact Email: environmental.auctions@markit.com
Primary Contact Title: Manager
Primary Contact Telephone: 917-441-6919

Auction Date:

Spot Auction Forward Auction
 Seller Buyer

INPUT THE NUMBER OF CREDITS YOU WOULD LIKE TO BE PRE-QUALIFIED TO SELL IN THE UPCOMING CREDIT AUCTION

	Susquehanna Nitrogen	Susquehanna Phosphorous	Potomac Nitrogen	Potomac Phosphorus
2014	0.00	0.00	0.00	0.00
2015	0.00	0.00	0.00	0.00
2016	0.00	0.00	0.00	0.00
2017	0.00	0.00	0.00	0.00
2018	0.00	0.00	0.00	0.00
2019	0.00	0.00	0.00	0.00
2020	0.00	0.00	0.00	0.00
2021	0.00	0.00	0.00	0.00
2022	0.00	0.00	0.00	0.00
2023	0.00	0.00	0.00	0.00
2024	0.00	0.00	0.00	0.00
2025	0.00	0.00	0.00	0.00
2026	0.00	0.00	0.00	0.00
2027	0.00	0.00	0.00	0.00
2028	0.00	0.00	0.00	0.00
2029	0.00	0.00	0.00	0.00
2030	0.00	0.00	0.00	0.00

Submitting Electronic Enrollment Application Form in Markit Counterparty Manager

4. Click on the link to review the instructions regarding enrollment application process*

Enrollment Application Form

INSTRUCTIONS
[Please click on this link to view the instructions](#)

Account Name: Demo Test Auction Account	Federal Tax Id Number: 00-0000000
Legal Structure: Municipal Authority	State Vendor ID: 000000

Registered Address

Address 1: 620 8th Avenue
Address 2: 35th Floor
Town: New York City
City: New York
State: New York
Postcode/ZIP: 10018
Country: United States

Primary Contact Details

First Name: Jane Q.
Last Name: Public
Primary Contact Email: environmental.auctions@markit.com
Primary Contact Title: Manager
Primary Contact Telephone: 917-441-6919

Auction Date:

Spot Auction Forward Auction
 Seller Buyer

INPUT THE NUMBER OF CREDITS YOU WOULD LIKE TO BE PRE-QUALIFIED TO SELL IN THE UPCOMING CREDIT AUCTION

	Susquehanna Nitrogen	Susquehanna Phosphorus	Potomac Nitrogen	Potomac Phosphorus
2014	0.00	0.00	0.00	0.00
2015	0.00	0.00	0.00	0.00
2016	0.00	0.00	0.00	0.00
2017	0.00	0.00	0.00	0.00
2018	0.00	0.00	0.00	0.00
2019	0.00	0.00	0.00	0.00
2020	0.00	0.00	0.00	0.00
2021	0.00	0.00	0.00	0.00
2022	0.00	0.00	0.00	0.00
2023	0.00	0.00	0.00	0.00
2024	0.00	0.00	0.00	0.00
2025	0.00	0.00	0.00	0.00
2026	0.00	0.00	0.00	0.00
2027	0.00	0.00	0.00	0.00
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*scroll to second page for Forward Auction information

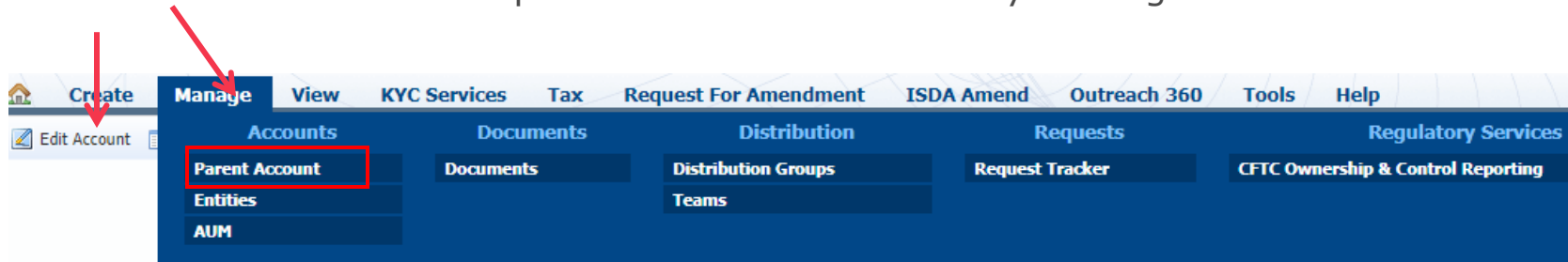
Submitting Electronic Enrollment Application Form in Markit Counterparty Manager

5. Review account information that is on file for your organization.

Account Name:	Test_Pennvest	Federal Tax Id Number:	12e12
Legal Structure:	Municipal Authority	State Vendor ID:	12e12e12e
Registered Address		Primary Contact Details	
Address 1:	qdq	First Name:	wefwef
Address 2:	qwd	Last Name:	wef
Town:	qwdqwd	Primary Contact Email:	wef@gmail.com
City:	qwd	Primary Contact Title:	fwefwe
State:	yututy	Primary Contact Telephone:	wefwe
Postcode/ZIP:	utyuytuyt		
Country:	Algeria		

Submitting Electronic Enrollment Application Form in Markit Counterparty Manager

6. If any of this information needs to be updated, please navigate to "Manage / Parent Account" menu item and update account information by clicking the "Edit Account" button.



Company Number (Registered Number in given Jurisdiction)
Jurisdiction of Incorporation United States

Registered Address
Address 1 qdq
Address 2 qwd
Town qwdqwd
City qwd
State yututy
Postcode/ZIP utyuytut
Country Algeria

Principal Place of Business
Address 1 qwdq
Address 2 wdqw
Town dqwd
City qwdqw
State dqwd
Postcode/ZIP qwd
Country Aruba

Primary Contact Name wefwef wef
Prime Broker e23e

Primary Contact Email wef@gmail.com
Fund Administrator 23e23

Submitting Enrollment Application Form in Markit Counterparty Manager

If You are Applying as a Seller

7. Enter Auction date
8. Select the "Forward Auction" button
9. Select the "Seller" button

The screenshot shows a form with the following elements:

- Auction Date:** A date picker set to 14-Mar-2018. Below it is a calendar for March 2018 with the 14th highlighted. A "Today" button is at the bottom of the calendar.
- Auction Type:** Radio buttons for "Spot Auction" (unselected) and "Forward Auction" (selected).
- Role:** Radio buttons for "Seller" (selected) and "Buyer" (unselected).

Two red arrows point to the "Forward Auction" and "Seller" radio buttons, indicating the required selections.

Submitting Enrollment Application Form in Markit Counterparty Manager

If you are applying as a Seller:

10. Input number of credits you would like to be pre-qualified to sell per Vintage Year / Watershed / Nutrient Type
11. Click "Update"

Auction Date:

Spot Auction Forward Auction
 Seller Buyer

INPUT THE NUMBER OF CREDITS YOU WOULD LIKE TO BE PRE-QUALIFIED TO SELL IN THE UPCOMING CREDIT AUCTION

	Susquehanna Nitrogen	Susquehanna Phosphorous	Potomac Nitrogen	Potomac Phosphorus
2016	0.00	0.00	0.00	0.00
2017	0.00	<input type="text" value="0.00"/> <input type="button" value="Update"/> <input type="button" value="Cancel"/>	0.00	0.00
2018	0.00		0.00	0.00
2019	0.00	0.00	0.00	0.00
2020	0.00	0.00	0.00	0.00

Submitting Enrollment Application Form in Markit Counterparty Manager

If you are applying as a Seller:

12. If you are applying as a Seller, fill out the following sections:

LIST OF DATES UPON WHICH YOU ARE ABLE TO DELIVER THE CREDITS YOU INTEND TO SELL AND THE CORRESPONDING NUMBER OF CREDITS TO BE DELIVERED ON THAT DATE

LIST OF ASSETS AVAILABLE TO SECURE THE PURCHASE OF REPLACEMENT CREDITS IN THE EVENT OF A DELIVERY DEFAULT AND INDICATE YOUR PREFERENCE FOR SECURING THE PURCHASE OF REPLACEMENT CREDITS.

ADDITIONAL INFORMATION

REPLACEMENT CREDIT PLAN

Submitting Enrollment Application Form in Markit Counterparty Manager

If you are applying as a Buyer:

13. Enter Auction date
14. Select the "Forward Auction" button
15. Select the "Buyer" button


The screenshot displays the 'Auction Date' field and the role selection options. The 'Auction Date' field is set to '14-Mar-2018' and is accompanied by a calendar widget for March 2018. The calendar shows the date '14' selected. To the right of the date field are four radio button options: 'Spot Auction', 'Forward Auction', 'Seller', and 'Buyer'. The 'Forward Auction' and 'Buyer' options are selected. Two red arrows point to the 'Forward Auction' and 'Buyer' radio buttons.

March 2018						
S	M	T	W	T	F	S
25	26	27	28	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
1	2	3	4	5	6	7

Submitting Enrollment Application Form in Markit Counterparty Manager

If you are Applying as a Buyer

16. Input dollar amounts that you would like to be pre-qualified to bid for per Vintage Year / Watershed / Nutrient Type:
17. Click "Update"

Auction Date: 

Spot Auction Forward Auction
 Seller Buyer

INPUT THE DOLLAR AMOUNT YOU WOULD LIKE TO BE PRE-QUALIFIED TO BID FOR EACH OF THE CREDIT TYPES BELOW IN THE UPCOMING

	Susquehanna Nitrogen	Susquehanna Phosphorous	Potomac Nitrogen	Potomac Phosphorus	Total Dollar Amount
2016	0.00	0.00	0.00	0.00	0
2017	0.00	0.00	<input type="text" value="0.00"/>	0.00	0
2018	0.00	0.00	<input type="text" value="0.00"/>	0.00	0
2019	0.00	0.00	0.00	0.00	0

Submitting Enrollment Application Form in Markit Counterparty Manager

If you are applying as a Buyer:

18. Fill out the following sections :

DESCRIPTION OF PROPOSED SOURCE OF FUNDS

DESCRIPTION OF PROPOSED COLLATERAL

ADDITIONAL INFORMATION

Submitting Enrollment Application Form in Markit Counterparty Manager

Both Sellers and Buyers must:

19. Read the Disclaimer portion
20. Click on "Submit" button.

DISCLAIMER

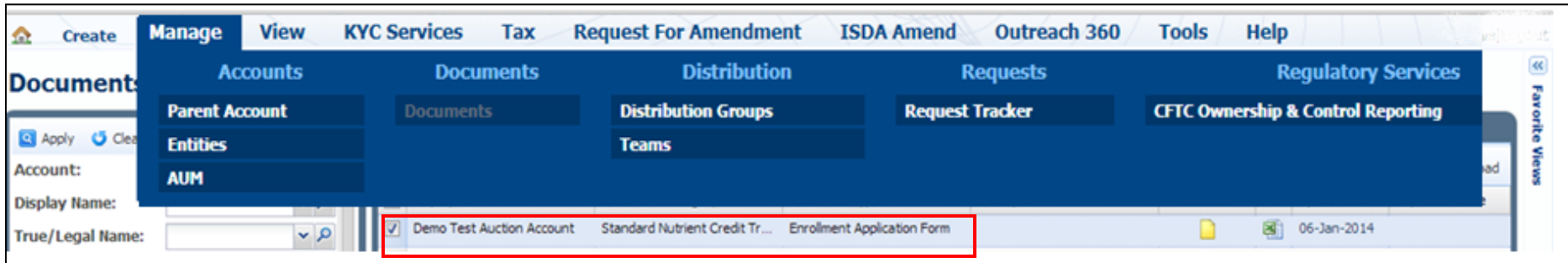
By executing this Enrollment Application Form, the undersigned acknowledges on behalf of the Applicant that it desires to become an Enrolled Participant and eligible user of the PENNVEST Clearinghouse. Applicant hereby certifies that the information provided herein is true and accurate to the best of his/her knowledge and belief, and represents full disclosure of the financial resources and assets of the applicant. Applicant hereby agrees that its use of PENNVEST's Clearinghouse services shall be in accordance with the terms and conditions contained the PENNVEST Nutrient Credit Clearinghouse Rulebook, a copy of which can be found on the PENNVEST Website at www.pennvest.state.pa.us. Applicant further acknowledges and agrees that its eligibility to utilize PENNVEST's Clearinghouse services is contingent upon receipt of a PENNVEST Eligibility Letter stipulating the terms and conditions of its eligibility.

Submit

Exit

Submitting Enrollment Application Form in Markit Counterparty Manager

21. Once Electronic Application Form is submitted
22. Navigate to "Documents" page
23. Select Enrollment Application form



The screenshot shows the Markit Counterparty Manager interface. The top navigation bar includes 'Create', 'Manage', 'View', 'KYC Services', 'Tax', 'Request For Amendment', 'ISDA Amend', 'Outreach 360', 'Tools', and 'Help'. The 'Documents' page is active, displaying a table with columns for 'Accounts', 'Documents', 'Distribution', 'Requests', and 'Regulatory Services'. The 'Manage' menu is open, showing options like 'Parent Account', 'Entities', and 'AUM'. Below the menu, a table lists documents, with the 'Enrollment Application Form' highlighted by a red box.

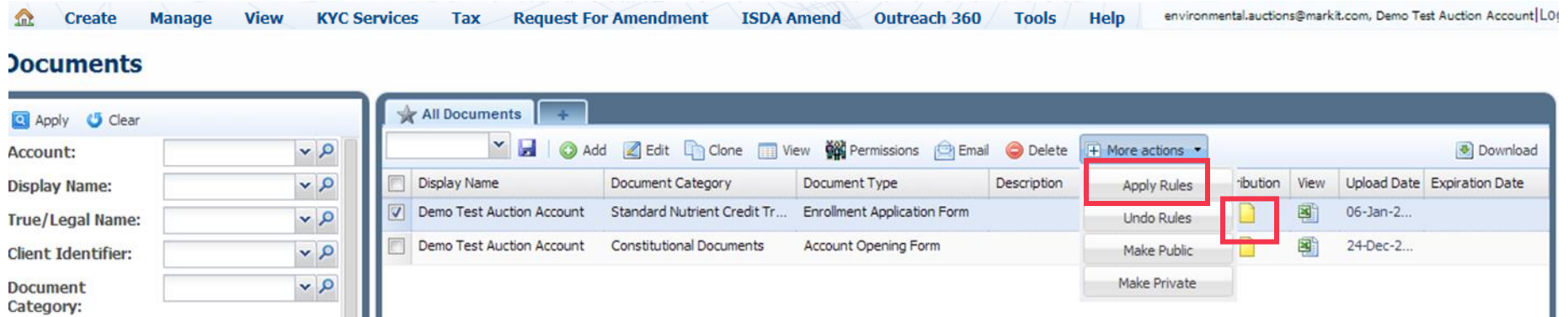
Accounts	Documents	Distribution	Requests	Regulatory Services
Parent Account	Documents	Distribution Groups	Request Tracker	CFTC Ownership & Control Reporting
Entities		Teams		
AUM				

<input checked="" type="checkbox"/>	Demo Test Auction Account	Standard Nutrient Credit Tr...	Enrollment Application Form	06-Jan-2014
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Submitting Enrollment Application Form in Markit Counterparty Manager

24. Select "More actions" menu item
25. Click on "Apply Rules" menu item
26. Document will be permissioned to PENNVEST

Note: This step must be taken in order for the documents to be viewable by PENNVEST. "Yellow" icon will turn "Green" when properly permissioned.



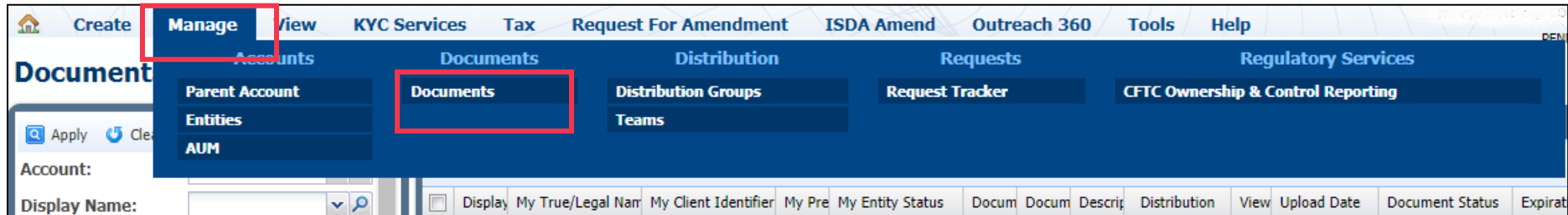
The screenshot shows the Markit Counterparty Manager interface. The top navigation bar includes: Create, Manage, View, KYC Services, Tax, Request For Amendment, ISDA Amend, Outreach 360, Tools, Help, and a user profile for environmental.auctions@markit.com. The main section is titled 'Documents' and contains a search bar with 'Apply' and 'Clear' buttons. Below the search bar are several input fields for Account, Display Name, True/Legal Name, Client Identifier, and Document Category. The main content area shows a table of documents with columns: Display Name, Document Category, Document Type, Description, Distribution, View, Upload Date, and Expiration Date. The 'More actions' menu is open over the table, and the 'Apply Rules' option is highlighted with a red box. A yellow document icon in the 'Distribution' column of the first row is also highlighted with a red box.

Display Name	Document Category	Document Type	Description	Distribution	View	Upload Date	Expiration Date
<input checked="" type="checkbox"/>	Demo Test Auction Account	Standard Nutrient Credit Tr...	Enrollment Application Form			06-Jan-2...	
<input type="checkbox"/>	Demo Test Auction Account	Constitutional Documents	Account Opening Form			24-Dec-2...	

Updating Enrollment Application Form in Markit Counterparty Manager

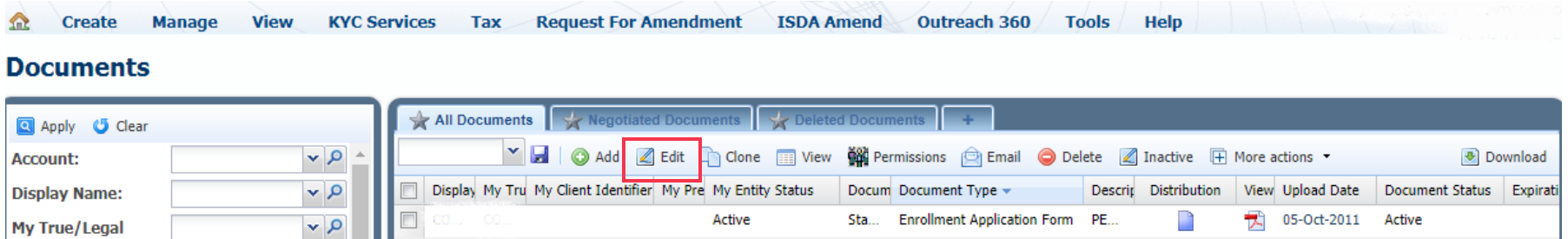
Updating Enrollment Application Form in Markit Counterparty Manager

1. On the menu bar, hover over "Manage" menu item.
2. Click on "Documents" menu item.



Updating Enrollment Application Form in Markit Counterparty Manager

3. Select the Enrollment Application
4. Click on "Edit" menu item.



The screenshot shows the Markit Counterparty Manager interface. At the top, there is a navigation bar with the following items: Home, Create, Manage, View, KYC Services, Tax, Request For Amendment, ISDA Amend, Outreach 360, Tools, and Help. Below this is the 'Documents' section, which includes a search bar with 'Apply' and 'Clear' buttons, and a list of document fields: Account, Display Name, and My True/Legal. The main area displays a list of documents under the 'All Documents' tab. The 'Edit' button in the toolbar is highlighted with a red box. The document list includes columns for Display, My True, My Client Identifier, My Pre, My Entity Status, Document, Document Type, Description, Distribution, View, Upload Date, Document Status, and Expiration Date. A document titled 'Enrollment Application Form' is visible in the list.

Updating Enrollment Application Form in Markit Counterparty Manager

5. Enrollment Application Form will appear
6. All fields except for Auction type and Participant Type will be editable
7. Edit necessary information and click the "Submit" button

Enrollment Application Form

INSTRUCTIONS
[Please click on this link to view the instructions](#)

Account Name:	Demo Test Auction Account	Federal Tax Id Number:	00-0000000
Legal Structure:	Municipal Authority	State Vendor ID:	000000
Registered Address			
Address 1:	620 8th Avenue	Primary Contact Details	
Address 2:	35th Floor	First Name:	Jane Q.
Town:	New York City	Last Name:	Public
City:	New York	Primary Contact Email:	environmental.auctions@markit.com
State:	New York	Primary Contact Title:	Manager
Postcode/ZIP:	10018	Primary Contact Telephone:	917-441-6919
Country:	United States		

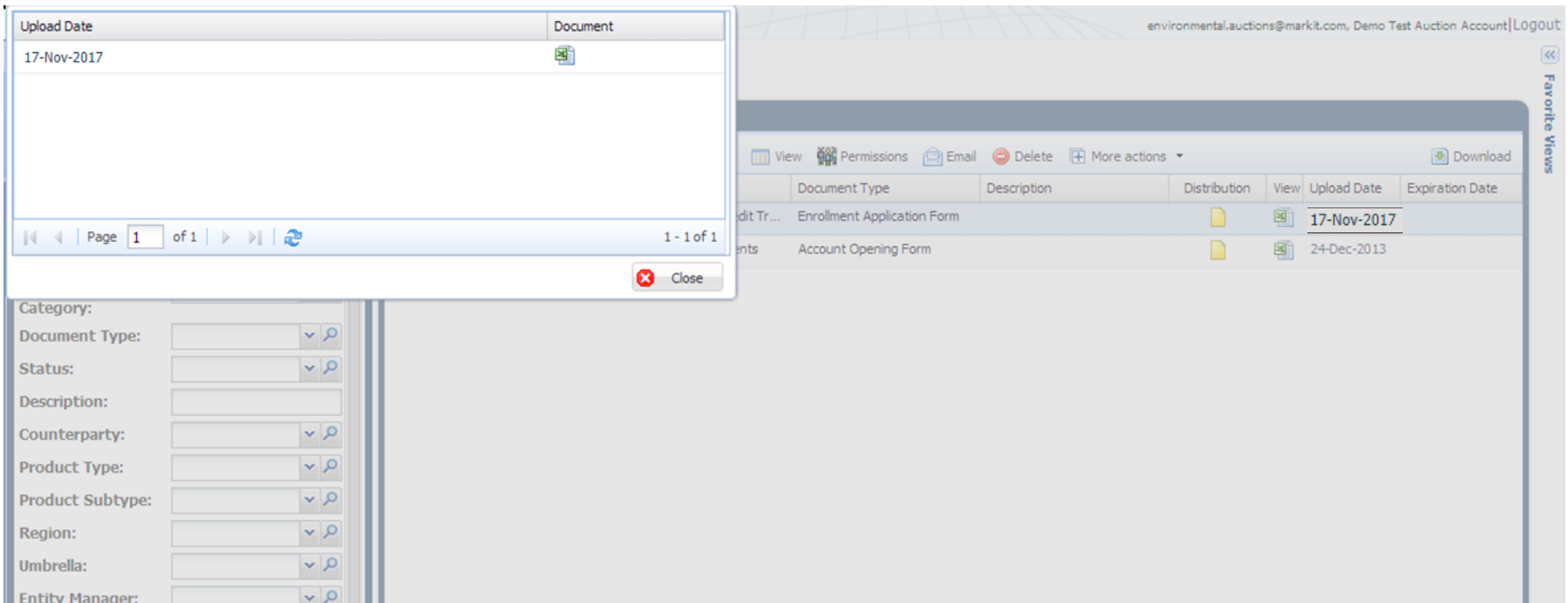
Auction Date:
 Spot Auction Forward Auction
 Seller Buyer

INPUT THE NUMBER OF CREDITS YOU WOULD LIKE TO BE PRE-QUALIFIED TO SELL IN THE UPCOMING CREDIT AUCTION

	Susquehanna Nitrogen	Susquehanna Phosphorus	Potomac Nitrogen	Potomac Phosphorus
2014	0.00	0.00	0.00	0.00
2015	0.00		0.00	0.00
2016	0.00	Update Cancel	0.00	0.00
2017	0.00	0.00	0.00	0.00
2018	0.00	0.00	0.00	0.00
2019	0.00	0.00	0.00	0.00
2020	0.00	0.00	0.00	0.00
2021	0.00	0.00	0.00	0.00
2022	0.00	0.00	0.00	0.00
2023	0.00	0.00	0.00	0.00
2024	0.00	0.00	0.00	0.00
2025	0.00	0.00	0.00	0.00
2026	0.00	0.00	0.00	0.00
2027	0.00	0.00	0.00	0.00
2028	0.00	0.00	0.00	0.00
2029	0.00	0.00	0.00	0.00
2030	0.00	0.00	0.00	0.00

Updating Enrollment Application Form in Markit Counterparty Manager

8. A new version will become available for the PENNVEST users



The screenshot shows the Markit Counterparty Manager interface. A modal window is open, displaying the 'Upload Date' as 17-Nov-2017. The background shows a table with the following data:

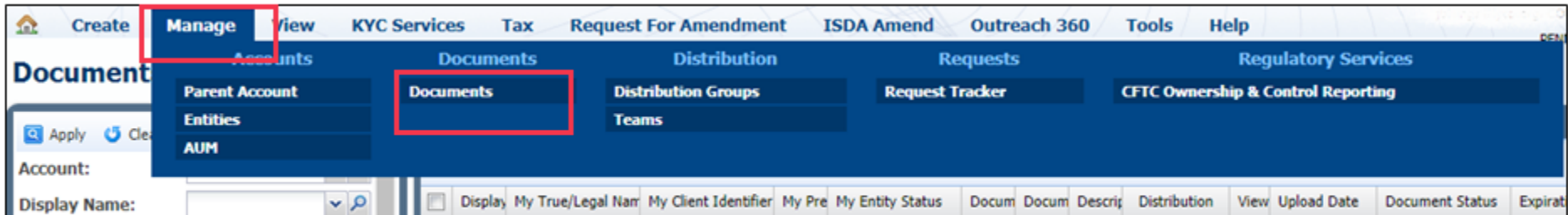
Document Type	Description	Distribution	View	Upload Date	Expiration Date
Enrollment Application Form				17-Nov-2017	
Account Opening Form				24-Dec-2013	

The modal window also shows a 'Close' button and a page indicator 'Page 1 of 1'.

Uploading documents for review into Markit Counterparty Manager

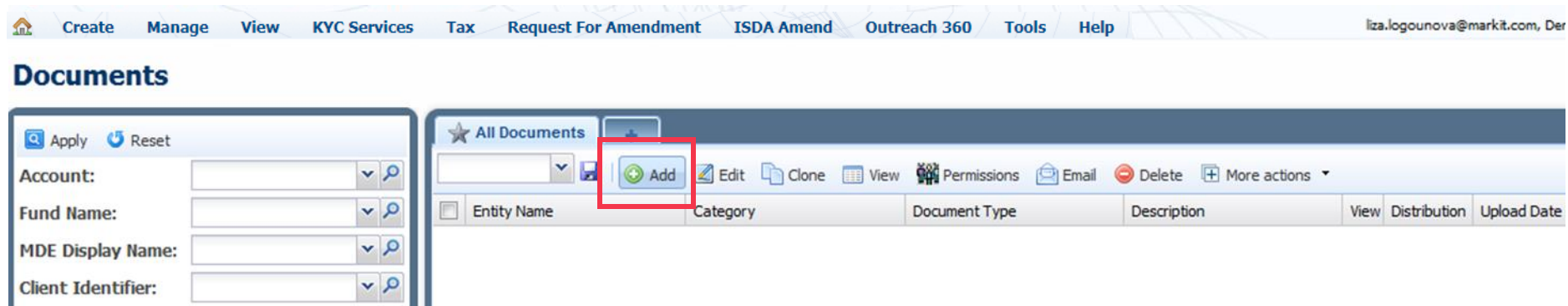
Uploading documents for review into Markit Counterparty Manager

1. On the menu bar, hover over "Manage" menu item.
2. Click on "Documents" menu item.



Uploading documents for review into Markit Counterparty Manager

- Click on "Add" button.



The screenshot displays the Markit Counterparty Manager interface. At the top, a navigation bar includes links for 'Create', 'Manage', 'View', 'KYC Services', 'Tax', 'Request For Amendment', 'ISDA Amend', 'Outreach 360', 'Tools', and 'Help'. The user's email address, 'liza.logounova@markit.com', is visible in the top right corner.

Documents

On the left side, there is a filter panel with 'Apply' and 'Reset' buttons, and four search fields: 'Account:', 'Fund Name:', 'MDE Display Name:', and 'Client Identifier:'.

The main content area shows a table titled 'All Documents'. Above the table is a toolbar with buttons for 'Add', 'Edit', 'Clone', 'View', 'Permissions', 'Email', and 'Delete', along with a 'More actions' dropdown menu. The 'Add' button is highlighted with a red box. Below the toolbar is a table with the following columns: 'Entity Name', 'Category', 'Document Type', 'Description', 'View', 'Distribution', and 'Upload Date'.

Uploading documents for review into Markit Counterparty Manager

3. The Form below will appear. Fill out the following sections:
4. Entity: Select your company name from the drop-down list
5. Category: Select one of the three categories:
 - Standard Nutrient Credit Trading Documentation
 - Seller Nutrient Credit Trading Documentation
 - Buyer Nutrient Credit Trading Documentation
6. Description: Insert a description.
7. Document type: Select the document type relevant to the document you are uploading.
8. Browse in your files for the correct document
9. Select "Apply Rules" *[Note: this step must be taken in order for the documents to be viewable by PENNVEST]*

New Document

BASIC INFORMATION

Entity:	<input type="text"/>	Expiration Date:	<input type="text"/>
Category:	Standard Nutrient Credit Trading Documentation	Document Type:	Financial Statements
Description:	Financial Statement 2013	File:	<input type="text"/> Browse...

PERMISSION

Share Internally:	<input checked="" type="checkbox"/>	Apply Rules:	<input checked="" type="checkbox"/>
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Uploading documents for review into Markit Counterparty Manager

10. Scroll to the bottom of the page and click on "Save"
11. Click "Exit"



Uploading documents for review into Markit Counterparty Manager

- Participants must complete the Enrollment Application Form and upload all required documents by **February 14th** in order to be considered for the **March 14th Forward Auction**.
- * Markit Team will upload organizational documents on your behalf that you've submitted during the initial account set-up process (i.e. articles of incorporation, articles of formation, etc.)

Sellers / Buyers	Category	Document type	Instruction	Accepted file formats
Sellers and Buyers	Standard Nutrient Credit Trading Documentation	Corporate Authorization	Evidence that you are authorized to participate in the auction	PDF, TIFF
Sellers and Buyers	Standard Nutrient Credit Trading Documentation	Enrollment Additional Information	Provide any additional information they feel PENNVEST should be aware of in reviewing their enrollment application.	PDF, DOC, Excel, TIFF, etc
Sellers and Buyers	Standard Nutrient Credit Trading Documentation	Financial Statements	Provide copies of audited financial statements for the most recent three (3) years, or for individuals their latest filed tax return.	PDF, TIFF

Uploading documents for review into Markit Counterparty Manager

Sellers / Buyers	Category	Document type	Instruction	Accepted file formats
Sellers and Buyers	Buyer or Seller Nutrient Credit Trading Documentation	Resolution	A completed and executed Standard Resolution provide by PENNVEST on their website which authorizes an individual(s) to take official action on behalf of the participant represented.	PDF, TIFF
Sellers only	Sellers Nutrient Credit Trading Documentation	Evidence of Ownership	Seller to provide evidence of title to the credits.	PDF, TIFF
Sellers only	Sellers Nutrient Credit Trading Documentation	DEP Certification/ Verification Letter	Copy of DEP's certification/Verification of the credit generating project	PDF, TIFF
Buyers only	Buyers Nutrient Credit Trading Documentation	Evidence of Availability of Funds	Evidence of availability of funds	PDF, TIFF

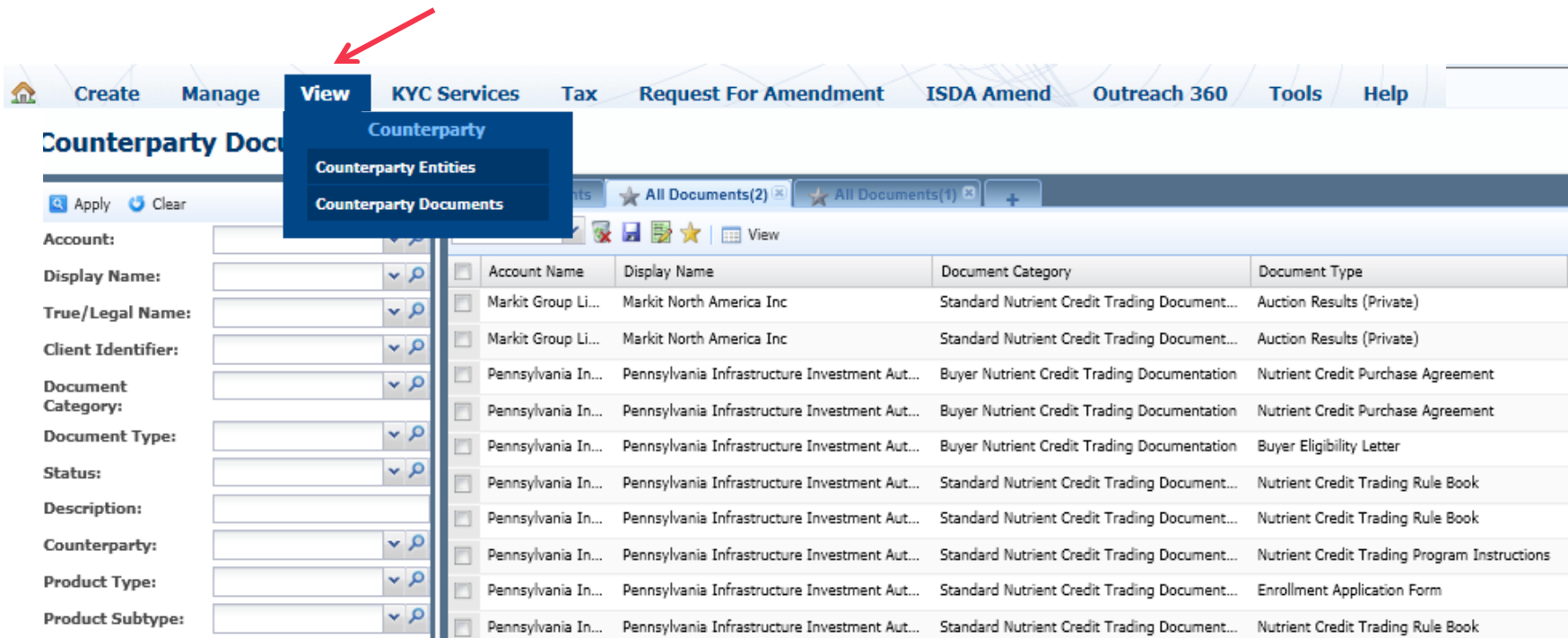
Reviewing results of your application

Reviewing results of your application

- PENNVEST will review all of your documentation and make a decision by **February 28th** regarding your eligibility to participate in the **March 14th Forward Auction**.
- PENNVEST will upload their decision in the form of an **Eligibility Letter** in the Markit Counterparty Manager (MCM).
- You will receive automatic email notification from MCM notifying you that the Eligibility Letter has been permissioned for you to access within MCM.

Reviewing results of your application

1. On the menu bar, hover over "View"
2. Click on "Counterparty Documents" menu item.
3. Look for "Eligibility Letter" posted by PENNVEST.
4. Download this document and review the decision.



The screenshot shows the IHS Markit application interface. The top navigation bar includes 'Create', 'Manage', 'View', 'KYC Services', 'Tax', 'Request For Amendment', 'ISDA Amend', 'Outreach 360', 'Tools', and 'Help'. A red arrow points to the 'View' menu, which is open, showing 'Counterparty', 'Counterparty Entities', and 'Counterparty Documents'. Below the menu, there is a search bar with 'Apply' and 'Clear' buttons. The main content area displays a table of counterparty documents with columns for 'Account Name', 'Display Name', 'Document Category', and 'Document Type'. The table lists various documents, including 'Auction Results (Private)', 'Nutrient Credit Purchase Agreement', and 'Buyer Eligibility Letter'.

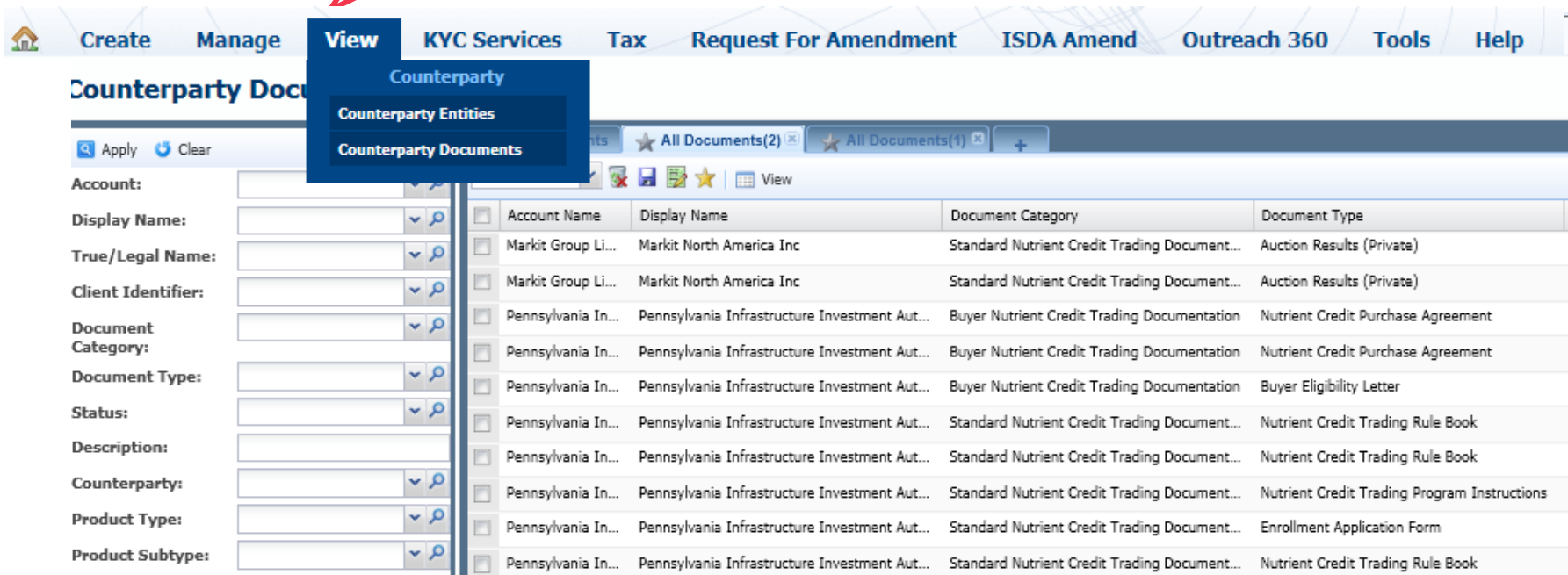
Account Name	Display Name	Document Category	Document Type
Markit Group Li...	Markit North America Inc	Standard Nutrient Credit Trading Document...	Auction Results (Private)
Markit Group Li...	Markit North America Inc	Standard Nutrient Credit Trading Document...	Auction Results (Private)
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Buyer Nutrient Credit Trading Documentation	Nutrient Credit Purchase Agreement
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Buyer Nutrient Credit Trading Documentation	Nutrient Credit Purchase Agreement
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Buyer Nutrient Credit Trading Documentation	Buyer Eligibility Letter
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Standard Nutrient Credit Trading Document...	Nutrient Credit Trading Rule Book
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Standard Nutrient Credit Trading Document...	Nutrient Credit Trading Rule Book
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Standard Nutrient Credit Trading Document...	Nutrient Credit Trading Program Instructions
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Standard Nutrient Credit Trading Document...	Enrollment Application Form
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Standard Nutrient Credit Trading Document...	Nutrient Credit Trading Rule Book

Reviewing results of your application

5. If you have been found to be eligible to participate in the upcoming Forward Auction, the following documents will be uploaded by PENNVEST in your “Counterparty Documents” folder, which require action as described in the Eligibility Letter:
- Nutrient Credit **Sales Agreement** and Information Sheet (if you are applying as NCT Seller)
 - Nutrient Credit **Purchase Agreement** and Information Sheet (if you are applying as NCT Buyer)

Reviewing results of your application

6. On the menu bar, hover over "View"
7. Click on "Counterparty Documents" menu item.
8. Look for "Nutrient Credit Sales" or "Purchase Agreements" posted by PENNVEST.



The screenshot shows the application's navigation menu with 'View' highlighted. A dropdown menu is open under 'View', showing 'Counterparty Entities' and 'Counterparty Documents'. A red arrow points to the 'View' menu item. Below the menu, the 'Counterparty Documents' section is visible, featuring a search bar and a table of documents.

Account Name	Display Name	Document Category	Document Type
Markit Group Li...	Markit North America Inc	Standard Nutrient Credit Trading Document...	Auction Results (Private)
Markit Group Li...	Markit North America Inc	Standard Nutrient Credit Trading Document...	Auction Results (Private)
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Buyer Nutrient Credit Trading Documentation	Nutrient Credit Purchase Agreement
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Buyer Nutrient Credit Trading Documentation	Nutrient Credit Purchase Agreement
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Buyer Nutrient Credit Trading Documentation	Buyer Eligibility Letter
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Standard Nutrient Credit Trading Document...	Nutrient Credit Trading Rule Book
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Standard Nutrient Credit Trading Document...	Nutrient Credit Trading Rule Book
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Standard Nutrient Credit Trading Document...	Nutrient Credit Trading Program Instructions
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Standard Nutrient Credit Trading Document...	Enrollment Application Form
Pennsylvania In...	Pennsylvania Infrastructure Investment Aut...	Standard Nutrient Credit Trading Document...	Nutrient Credit Trading Rule Book

Reviewing results of your application

9. Download and review Nutrient Credit Sales or Purchase Agreement and Information Sheet.
10. Fill out Information Sheet and email to Heather Myers at hmyers@pa.gov.
11. Print and execute **three (3) original signature pages** for each of the Sales or Purchase Agreement posted by PENNVEST on Markit Counterparty Manager.
12. Mail all original signature pages to:
PENNVEST
Forum Building, Room 434
607 South Drive
Harrisburg, PA 17120
Attention: Heather Myers
13. All signature pages and purchasing funds, as appropriate, need to be received by PENNVEST no later than **March 12, 2018** as detailed in the Eligibility Letter.

Reviewing results of your application

- Now you are ready to participate in the auction!
- Please join us for one of the following sessions on how to submit bids & offers and how to review your auction results:
 - **Wednesday, February 28th, 2018** (9:00am to 10:00am)
 - **Wednesday, March 7th, 2018** (9:00am to 10:00am)
- Please contact us if you have any questions or need additional information:
 - Environmental.auctions@markit.com
 - +1 917-441-6668
- PENNVEST contact:
 - Robert Boos at rboos@pa.gov, (717) 783-4493
- Training session presentation available here:
 - <https://ihsmarkit.com/products/pennvest.html>

Thank you.

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