



**MHHS
PROGRAMME**
Industry-led, Elexon facilitated

E2E Onboarding Guide (Supplier & Agent)

Document owner
MHHS/DIP Manager

Document number

Version
V3.2

Status:
For Review

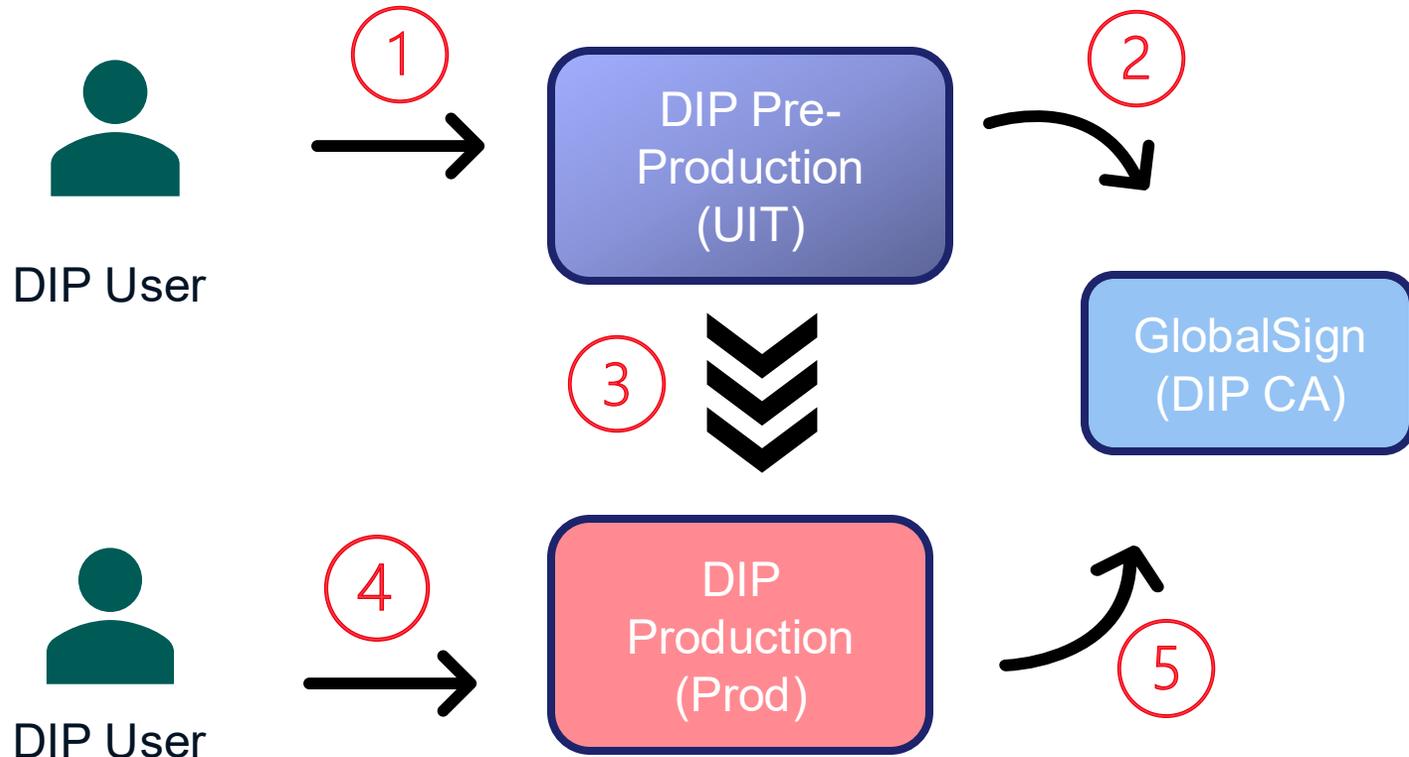
Date
01/05/2025

Data Integration Platform

The MHHS Data Integration Platform (DIP) is provided by Elexon and developed by Avanade to allow the different Market Participants in the electricity market to exchange messages.

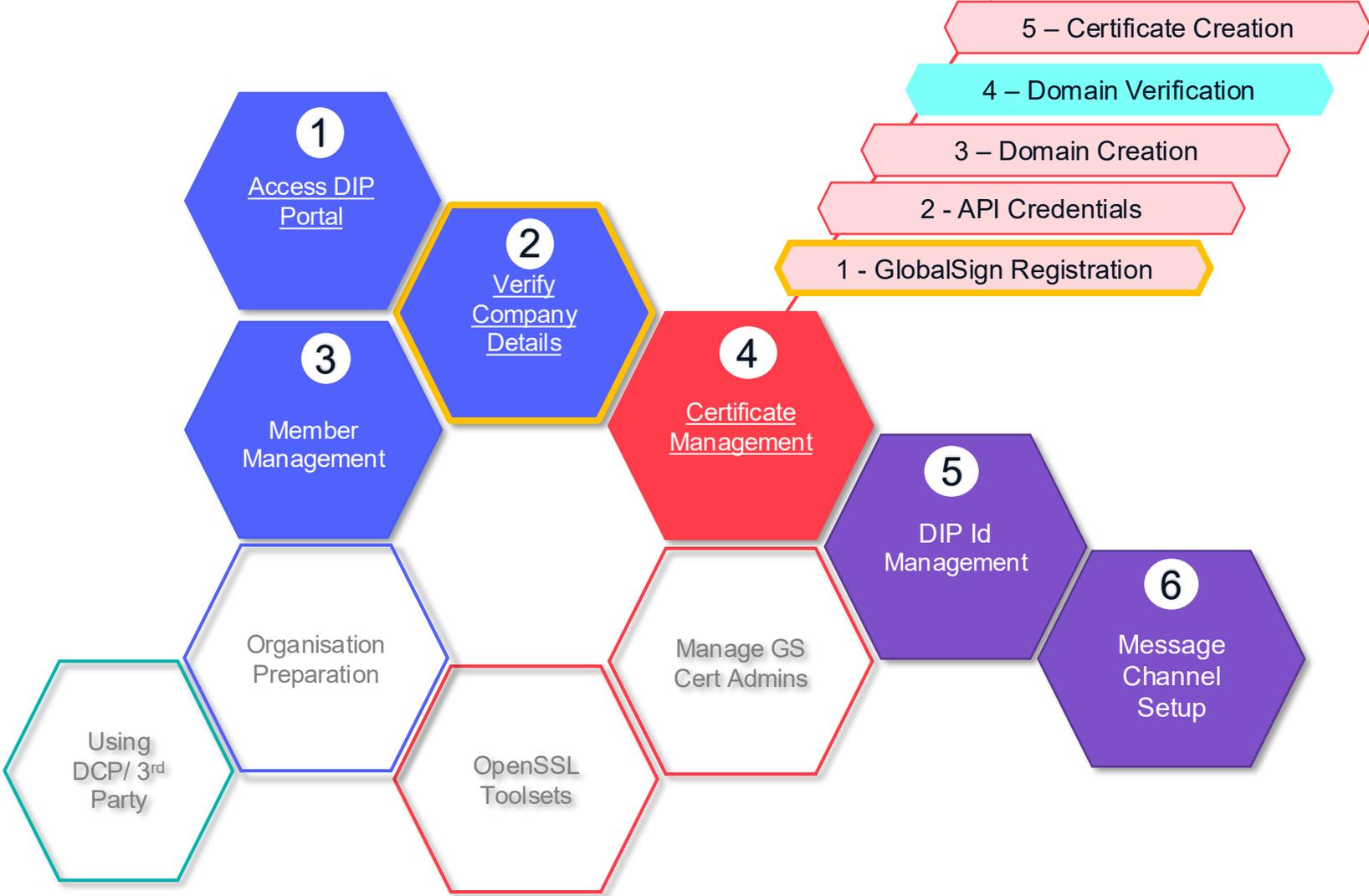
The onboarding guide provides a step-by-step instructions to enable a Market Participant (MP) to complete all tasks required to successfully onboard to the DIP and will be available for when Parties need to on-board.

DIP Onboarding Overview – Full Journey



- 1 DIP User receives an invitation to on-board to the Pre-Production DIP where they will carry out their qualification testing
- 2 As part of this initial on-boarding the organisation will need to undertake the following:
 - Setup organisation including Users in DIP
 - Onboard to GlobalSign the DIP CA
 - Generate GlobalSign cert & API key
 - Set-up DIP Ids & Message Channels
- 3 Once an Organisation has successfully passed qualification testing their Organisational set-up is moved to Production by the DIP Manager Team. This does not include their User base as this could be a different set of people.
- 4 DIP User will receive an invitation to the Production DIP environment with a new set of Users
- 5 New API keys & PFX certificate is required for communication with Production DIP

DIP Onboarding Overview – Pre-Production Environments



MP Organisation

-  Primary Admin
- DIP Roles
-  User Admin
-  Message Admin
-  Certificate Admin
- non-DIP Role
-  DNS Admin

-  DIP Manager

Support and Assistance

The process to on-board to the DIP has many intricate steps. We fully believe that if prepared correctly, these steps should complete successfully and allow a smooth on-boarding, however, we understand that sometimes things do not go as you expect, and a helping hand is needed.

If this situation arises, please send an email to DIPManager@elexon.co.uk with your contact details, description of the step/stage you have reached, a short description of the problem you have encountered and someone will respond as soon as possible.

Preparation Reminder

Before on-boarding please complete the following actions:

1. Have ready the assigned Primary & Certificate Admin details
2. Have your registered Company Name, the associated Company Number and a brief company description
3. Have your DNS admin prepared and ready for the DNS activity
4. Have your Certificate Admin, with the ability to manage through the conversion of certificates, on hand to assist (Section 4 and 5)
5. For non-BSCCo/RECCo qualified parties, i.e. DCPs and MDRs, a signed DIP access agreement.
6. Familiarisation with the [DIP Rules](#)

Post On-boarding

Ensure you have set up to optimise your DIP experience:

1. Read the DIP User Guides to understand the functions and features in detail
2. Ensure at least 2 each of User Admin, Certificate Admin and Message Admin are invited and joined the DIP to allow cover during holiday or absence situations
3. Remember that members can have multiple roles – use according to your needs
4. Non-Prod & Production - different users, different certificates but only one GlobalSign registration



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Preparation Activities #1

Organisational Set-up

Organisation Prep Activities : Identifying individuals/Teams for DIP User Roles

When you receive your on-boarding proforma you will be asked for details about your organisation, this information is essential when you start to onboard.

Within the DIP there are four Market Participant member roles which can be assigned. Any organisation member invited to the DIP can have either a single role or be assigned multiple roles (allowing all four assigned to one person).

The individuals appointed in the Pre-Production do not carry over to Production as responsibilities within companies can vary between Production and non-Production environments.

Role	Description
User Admin	The User Admin is the person who will receive the invitation from the DIP Team to join the DIP. The User Admin role, when assigned to any member, provides the functions to add other DIP Members and manage DIPIDs.
Certificate Admin	The Cert Admin is responsible for all certificate management, including registration, GlobalSign verification, completion of the certificate upload, and ongoing certificate maintenance. Given the scope of the role this may be multiple people at different parts of the process.
Message Admin	Will have the control and ownership of all activities relating to message processing, replay and management.
Analytics Reader	Will only have access to review the DIP Dashboard feature.
DNS Admin	Not a DIP login. Needs access to organisation DNS to create TXT record for certificate validation

DIP User Roles & Access

The table below outlines the DIP Portal tabs accessible to users based on their roles

Roles ↓	DIP Portal Tabs →	Market Participant Org	Message Channels	Messages	Performance
MP User Admin	Manage Users <i>(Create/Edit/Extend/Offboard)</i>				
MP Certificate Admin	Manage Certificates <i>(Create/Reissue/Download/Revoke)</i> View/ Generate API Keys				
MP Message Admin	Manage DIP Ids <i>(Request/Edit/Delete)</i>	Manage URLs <i>(Configure Status Message & Publication URLs, Replay/Requeue received messages)</i>	View sent messages		View performance reports for their Org(s)
MP Analytics Admin	View Org details				View performance reports for their Org(s)

Use of DIP Connection Providers

DIP Connection Providers (DCPs) are third-parties that provide IT services to Market Participants, the range of services can vary from providing hosted solutions to fully managed platforms. It is possible to delegate responsibility of some of the on-boarding tasks and ongoing DIP management functions to a DCP.

There are two options by which Market Participants can integrate DCPs within their DIP organisation:

- 1. Full Company/DCP Integration** – where the DCP organisation is fully integrated in the Market Participant’s company and are effectively a single organisation. The access for individuals within both companies is controlled by the roles and DIP Ids assigned to them.
- 2. DIP Id Management** - where the DCP organisation has visibility of their clients DIP Id once the link between DIP Id & DCP ID is made by the client Market Participant.

DCPs that have multiple clients using the DIP can effectively be on-boarded multiple times. DCPs have the ability to switch ‘context’ i.e. organisations from within their portal.

Some of the initial key on-boarding steps **must** be undertaken by a full-time employee of the Parent MP, i.e. Initial DIP invitation to validate company details and the Global verification process.



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Preparation Activities #2

OpenSSL

Choice of OpenSSL Toolset

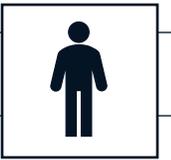
PKCS certificates have a dual role in securing communication channels between DIP Users and the DIP, firstly for signing messages and secondly for securing mTLS connections. PKCS certificates will need to be generated by DIP Users once provided with API keys and secrets provided by both GlobalSign and the DIP

An internet search of SSL Toolsets will produce a plethora of results. Avanade uses Azure Key Vault to produce and manage PKCS certificates, whilst the DIP manager has used OpenSSL from a bash script on Windows. Both are acceptable and work, please consult your relevant IT teams for assistance on this topic.

Examples for both Azure Key Vault and OpenSSL (bash) are provided in the on-boarding guidance documentation.



Section 1 – Accessing the DIP Portal



The Invitation to Join the DIP

The process for on-boarding will commence with the Market Participant's (MP) nominated **Primary Admin** receiving an email from the Programme **DIP Manager/Team** (portal@Energydataintegrationplatform.co.uk) inviting them to join the DIP: The DIP Manager/Qualification Team will contact your organisation prior to your on-boarding to receive the name of the MP User Admin.

The email sent to the Primary Admin will contain a link to the DIP 'Sign in' home page which is shown in the forthcoming pages.

Multi-Factor Authentication (MFA) is a mandatory set up for all users who will be accessing the DIP. The MFA set up will initiate during the first sign in of each invited user and an MFA request will occur each time any user signs in thereafter.

Once the MP Admin has been set-up, they then have the control of sending out invites to other people within their organisation who will undertake the different activities within the DIP (described on the previous page). The steps are the same for all DIP Users after they have received the Invitation e-mail. All logins are via DIP Users company e-mail address names.

Preparation

1. Have MS Authenticator available on your phone to enable MFA
2. Complete and return your **DIP Onboarding Preparation Pro-Forma** to MHHSQualification@elexon.co.uk

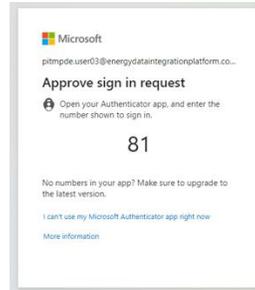
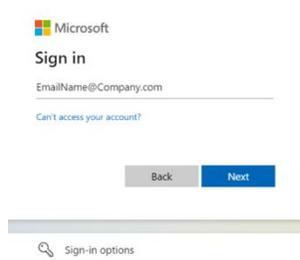
If you do not receive the invite, once you are advised it has been sent, please use this link to get started:
[Https://portal.uit.energydataintegrationplatform.co.uk](https://portal.uit.energydataintegrationplatform.co.uk)

You should ensure this is WHITE listed and is not subject to quarantine or a suspected phishing delay.



Access via the DIP Portal is via e-mail & password with MFA

- 1 Click SIGN IN →
- 2 Sign in with email/password →
- 3 Complete MFA →
- 4 Read & Accept Term of Use (first time only)



The screenshot shows the portal's layout with the following callouts:

- 1: User profile icon (PU) in the top right header.
- 2: MHHS PROGRAMME logo in the top left header.
- 3: Navigation menu items: HOME, MARKET PARTICIPANT, ORGANISATION.
- 4: Main content area titled 'Elexon MHHS Data Integration Portal' with a welcome message.
- 5: 'Quick Links' sidebar containing links for tutorials, onboarding, and support.

Portal Area	Description
1	Identity of the logged in user
2	ELEXON Header Bar
3	Navigation/Menu options
4	Welcome Area
5	Common tools and Quicklinks

In the UIT environment the portal will have Yellow banners/menus



Section 2 – Verify Company Details



Verify Company Details

This is a one-off task undertaken by the Primary Admin for the organisation. The User Admin must enter/check the company details and has the option to create additional users (this can also be achieved at a later stage)

 **Mandatory**

 **Optional**

Check/ amend Company Name if required **5**

Check/ amend Company Description if required **6**

Check/ amend Company Number if required **7**
(Click here if you are acting as a DCP in the DIP) →

Click the '+' to create a Cert Admin if the Pro-forma has not advised the User Admin is also the Cert Admin **8**

Please **DO NOT ADD** any Market Participants: **9**
This is not relevant to your company's onboarding

ELEXON
Data Integration Portal

DIP Market Participant Organisation onboarding form
Use this form to complete your Market Participant Organisation's onboarding into the DIP, inviting users and creating DIP IDs for your constituent Market Participants.

Market Participant Organisation
Please ensure your company information is correct

Company Name
Example Company

Company Description
All the information supporting this example.

Company Number
123456

Please check this box to request your organisation to be DIP Connection Provider.

Users
Please add additional users, they can also be added at a later date in the members section.

Market Participants
Please add the Market Participants for your organisation, These will be processed and assigned DIP IDs.

Create New User Profile

First Name
Last Name

First Name is required.

Email Address
@

Member of All DIP IDs
Select Organisation Role

Select DIP IDs

Note: If you require a domain which isn't listed, please contact the DIP Admin for it to be whitelisted.

Cancel Confirm

Cancel Submit

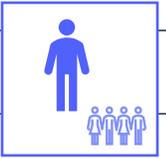
Enter full name and email of the user

Select the user role from the drop down (a user can have multiple roles)

Select the pertinent DIP IDs the user has access to. Defaults to All DIP IDs



Section 3 – Member Management



Member management is accessible from the Members sub-tab from the main Market Participant Organisation page

Super Energy Co
Detailed information on the Market Participant, the constituent DIP IDs operating within the DIP and their members along with certificate functionality. [Nominate DIP Connection Provider](#)

Company Type Supplier, Distributor	Company Number 1234567	Role Codes SUP1, SDS, MDR, ADS, EES, SUP	DIP Connection Provider None set
---------------------------------------	---------------------------	---	-------------------------------------

Description
Our company is.....

Whitelisted Domains
superenergy.co.uk, energydataintegrationplatform.co.uk, mailinator.com, accenture.com, energydataintegrationplatform.co.uk, accenture.com, avanade.com, pitdipportal.onmicrosoft.com

DIP IDs **Members** Certificates [Create Member](#) [Filter](#)

A Cert Admin and a Message Admin need to be added as a first task to enable the on-boarding process

Energy Demo Ltd
Detailed information on the Market Participant, the constituent DIP IDs operating within the DIP and their members along with certificate functionality. [Nominate DIP Connection Provider](#)

Company Type None set	Company Number 1234567	Role Codes None Set	DIP Connection Provider None set
--------------------------	---------------------------	------------------------	-------------------------------------

Description
Our company

DIP IDs **Members** [Create Member](#) [Filter](#)

First Name	Last Name	Email ID	Role	Role Codes	Actions
David	Gardiner	pitmpde.user03@Energydataintegrationplatform.co.uk	MP User Admin		Edit Offboard
David	Gardiner	pitmpde.certificate03@Energydataintegrationplatform.co.uk	MP Certificate Admin		Edit Offboard

Showing items 1 - 2 of 2 | Show 10 | All [1](#)



Inviting users from outside your organisation

You are only able to add members to your organisation who have e-mail addresses featuring whitelisted domains, assuming you checked the ‘Whitelist DCP’s domains’ option when nominating a DCP, you should see that organisations domains listed. If not, or you need additional domains whitelisted, please contact the DIP Manager.

Once verifying the desired domain is present, navigate to the member tab

The screenshot shows the ELEXON Data Integration Portal interface. The top navigation bar includes the MHHS PROGRAMME logo, the ELEXON logo, and the text 'Data Integration Portal'. A user profile icon with the initials 'EB' is in the top right. The main navigation menu includes 'HOME', 'MARKET PARTICIPANT ORGANISATION', 'MESSAGE CHANNELS', 'MESSAGES', 'PERFORMANCE', 'AUDIT', 'MPAN', and 'USERS'. The 'MARKET PARTICIPANT ORGANISATION' tab is active.

The main content area shows the 'Smart Energy' member details page. It includes a breadcrumb 'Market Participants > Smart Energy' and a title 'Smart Energy'. A note states: 'You can view your organisation details below. Please ensure that you keep this information accurate and up-to-date.'

Company Number	Role Codes	DCP Status
232424	MSA	Disabled

Description
New company

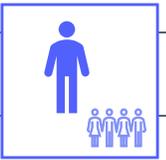
Whitelisted Domains
mailinator.com, pit.testmp.co.uk, dcporganisation.co.uk

+ Whitelist Domain

Webhook URL Configurations

Remove All Webhook URL Configurations

+ Add New Child Organisation



Adding New Users / Editing Existing Users

The User Admin should sign in, access the Members tab in Market Participants, and create the **Message Admin** using 'Create Member':

1 Click 'Create Member' in the Members tab

3 Click 'Confirm' to send the invitation

2 Add **First Name**, **LAST Name** and a valid **Email Address**

Click @ to view list of whitelisted domains

Click **drop-down** to see available roles and select the appropriate **organisational roles** required for the user

4 **Recommended Action:**

It is advised that each Market Participant has at least 2 User Admin, 2 Certificate Admin and 2 Message Admin's to ensure cover is provided during potential situations of absence.

It is also acceptable for one person to hold multiple roles.

Please ensure you have cover for all potential access needs.

To **Edit** a members role, click the Edit button against that members name.

DIP IDs **Members** Certificates

You can view the details of your members and roles below. Please ensure that you keep this information accurate and up-to-date.

[+ Create Member](#) [Filter](#)

First Name	Last Name	Email ID	Role	Expiry Date	Actions
Ayi	Edet	ayi.edet@elexon-flex.com	MP User Admin MP Message Admin MP Certificate Admin MP Analytics Reader MP User Admin	2026-07-23	Edit Extend Offboard
Egidio	Zindato	Egidio.Zindato@elexon-flex.com	MP Message Admin MP Certificate Admin	2025-07-24	Edit Extend Offboard

Select Organisation Role

This field is required

[Cancel](#) [Confirm](#)

Create New User Profile

First Name

Last Name

Email Address

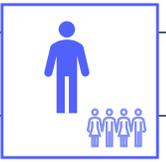
@

Member of All DIP IDs

Select Organisation Role

Note: If you require a domain which isn't listed, please contact the DIP Admin for it to be whitelisted.

[Cancel](#) [Confirm](#)



Extending Users

It is worthwhile noting all Users within a organisation having an expiry date, this is under the control of the Users Admins within the home organisation. It is down to the discretion of each company’s User Admin how these end dates are managed:

- 1 Click ‘Extend’ in the Members tab for the specific User being extended

DIP IDs **Members** Certificates + Create Member | Filter | Search

You can view the details of your members and roles below. Please ensure that you keep this information accurate and up-to-date.

First Name	Last Name	Email ID	Role	Expiry Date	Actions
Ayi	Edet	ayi.edet@elexon-flex.com	MP User Admin MP Message Admin MP Certificate Admin MP Analytics Reader	2026-07-23	Edit Extend Offboard
Egidio	Zindato	Egidio.Zindato@elexon-flex.com	MP User Admin MP Message Admin MP Certificate Admin	2025-07-24	Edit Extend Offboard

- 2 Click ‘Yes’ in the pop-up window to confirm the extension of the User (at present all User extensions are on a six-monthly basis and they are additive)

...ease ensure that you keep this informati

Extend Market Participant User

Are you sure you want to extend Ayi Edet's access for 6 months?

Cancel Yes

+ Create Member | Filter

Email ID	Role	Expiry Date
ayi.edet@elexon-flex.com	MP User Admin MP Message Admin MP Certificate Admin	2026-07-23



Section 4 – GlobalSign Registration & API Key Generation

Interface Code of Connection

OFGEM have programme requirements around security and non-repudiation. This means:

1. All messages passing through the DIP must be digitally signed with a PKI certificate and authenticated by API keys
2. Connections between MPs, or their agents, to the DIP must be secured via an mTLS connection.

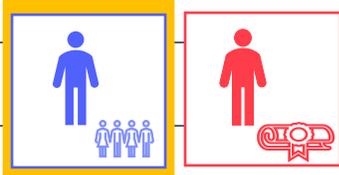
The Interface Code of Connection provides a description of how parties need to interact with the DIP.

The DIP Certificate Authority (DCA) is managed by GlobalSign.

- Each Market Participant is responsible for their own message signing, therefore, whether you are using a DCP or not, the Market Participant must complete the DNS and Certificate process for message signing.
- The DNS is validated by GlobalSign and therefore must belong to the Market Participant. The DNS can be the Market Participant's web domain or any other domain associated with the organisation.
- If using a DIP Connection Provider (DCP), the DCP should use their own mTLS certificate, and then use the MPs certificates for signing messages. The respective Market Participant's Signing certificate **must** be used to sign their messages.

Two API & Certificate pairs are required:

- The first is used to authenticate against the GlobalSign API used for Signing Message Certificates
- Message Certificates signed above are then used for communication between the DIP and the MP or their agent





Step 4.1 – GlobalSign Registration



The Certificate Admin must follow the following steps to initiate the GlobalSign Registration process:

- 1 Select 'Market Participant' from the navigation menu
- 2 Check details of MP Company Details are correct
- 3 Select 'Certificates' tab to show 5-stage GlobalSign Registration and onboarding screen
- 4 Click the 'link' to GlobalSign MHHS Services registration page

ELEXON
Data Integration Portal

HOME MARKET PARTICIPANT ORGANISATION MESSAGE CHANNELS MESSAGES

Elxon Flex Limited

You can view your organisation details below. Please ensure that you keep this information accurate and up-to-date.

[Request DIP Connection Provider Status](#)

Company Number 16076976	Role Codes None Set	DCP Status Disabled
----------------------------	------------------------	------------------------

Description
Home of the DIP Manager and test harnesses

Whitelisted Domains
elxon-flex.com

DIP IDs Members **Certificates**

1 GLOBALSIGN REGISTRATION 2 API CREDENTIALS 3 DOMAIN CREATION 4 DOMAIN VERIFICATION 5 CERTIFICATE CREATION

GlobalSign Registration

Please visit the GlobalSign registration page at <https://www.globalsign.com/en/in/globalsign-services-mhhs-programme> and complete information requested to register.

GlobalSign will then carry out verification and may contact your head office to verify the Nominating Officer. Once verified, the user will be notified via e-mail and access to GlobalSign portal provisioned.

In the GlobalSign portal please create API credentials and authentication certificate. Once created press Next to upload them into the DIP.

Next

IMPORTANT

DO NOT CLICK 'NEXT'
until you complete
GlobalSign Registration.

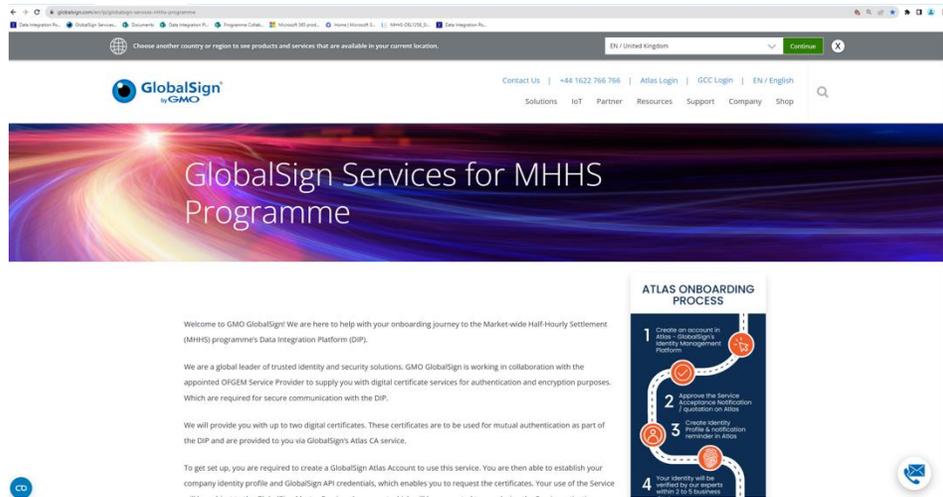


The GlobalSign Registration and Verification

After clicking the link to the GlobalSign Services for MHHS home page, the Primary Certificate Admin must complete the following steps.

1

Read the GlobalSign MHHS introduction and scroll down screen



GENERAL NOTES

1. Ensure you follow the GlobalSign steps as outlined in the Onboarding Guide. DO NOT skip any steps / follow steps out of sequence.
2. Always check your spam when you're stuck or expecting an email from GS.
3. Wait for confirmation that account binding is done from GS and API credential ready to use before using your credentials. Otherwise, your certificate will be created before the API Keys gets bound to your account, and you will run into problems with your certificate down the line.

2

Complete the form in the lower half of the GlobalSign MHHS screen

Get Started with Atlas

About You

Tell us a bit about yourself

First Name *	Last Name *
Job Title *	Contact Phone Number
Email *	

Your Organisation

Please provide the official registration details of your organisation

Company Name *	Website *
Address Line One *	Address Line Two
City *	Postal Code *
Country *	

I'm not a robot

View our [Privacy Policy](#) to understand how we collect and use your personal data.

Submit

3

INSTRUCTIONS

1. The details entered in fields FIRST NAME, LAST NAME, JOB TITLE in the 'About You' section should be the person dealing with the certificate request (Cert Admin) and GlobalSign vetting. Global Sign will contact the named individual and verify they are a current full-time employee and authorised to create a signing certificate.
2. The EMAIL ADDRESS provided is where all Global Sign communications will be sent for vetting only.

This should be the **Certificate Admin's** email address.

It is also acceptable to have a 'generic' email which is available to multiple people to monitor but must be accessible by the Cert Admin.

3. Please enter a direct contact number of the Cert Admin into 'Contact Phone Number': utilised to help in case the primary verification is unsuccessful
4. Click 'I am not a robot' then SUBMIT to conclude
5. You will receive a "Thank you for your interest in GlobalSign" message



The GlobalSign Registration and Verification

The email from GlobalSign will include their 12-step guide in the way of an itemised checklist – please follow as instructed.

After completing and submitting the GlobalSign Online Form an email will be received (as below) with a 12-step guide

Thank you for starting your GlobalSign onboarding process as part of your onboarding to the Market-wide Half-Hourly Settlement (MHHS) programme's Data Integration Platform (DIP).

To continue your journey, we have listed each of the GlobalSign Atlas Portal steps in the order they will need to be followed in. Please take a moment to read through all of the steps before starting.

Please note, you will not be able to continue your DIP registration until you have completed the GlobalSign onboarding process.

- 1 You will receive an email titled "New User Registration" from noreply@atlas.globalsign.com inviting you to join a GlobalSign Atlas Portal Account. Please follow the instructions in the email to proceed.
- 2 You will receive a email titled "Password Reset Code - GlobalSign Atlas". Please use this code to create a new password. You can now login using your email and new password.
- 3 You will be notified within 24 business hours by email from noreply-atlas@globalsign.com that your service quotation is ready for your approval. You will also receive an email from a representative of GlobalSign from firstname.lastname@globalsign.com with instructions
Log in to your Atlas Account and Approve the quotation
- 4 Select 'Identity Profile' tab and create a new Identity Profile for your IntranetSSL OV service
- 5 At this stage, your Organization Identity Profile will undergo Vetting. You will be notified once this process is complete, and you will be instructed to continue to the next step.
- 6 Once the vetting process has been completed, and only when instructed to do so, please login to your Atlas Account.
- 7 In the left menu, under the 'Access Credentials' tab, select 'API Credentials' and then click the 'Generate an API Credential' button in the top right corner
- 8 Select 'View and Copy' generation method
- 9 Select the service IntranetSSL (OV) to link your credentials to your vetted Atlas Organization profile
- 10 Input a familiar name - something to help you easily identify the service
- 11 GlobalSign will now configure your Atlas service to connect to the MHHS Programme PKI hierarchy.
- 12 Please wait for confirmation email from a representative of GlobalSign that the service can now be used
- 13 Once completed, continue to the next step of the DIP Onboarding Guide.

The following pages will provide guidance on the key steps of the GlobalSign ATLAS requirements. Steps 1-3 are self explanatory: note the 24hr window for Step 3.

Email arrival time:

within 30 minutes of completing the online form and receiving the 12-step email

Within 1 minute of clicking the 'New User Reg' link

Up to 24hrs

May arrive within 1hr of step 2 completion

1 You will receive an email titled "New User Registration" from noreply@atlas.globalsign.com inviting you to join a GlobalSign Atlas Portal Account. Please follow the instructions in the email to proceed.

2 You will receive a email titled "Password Reset Code - GlobalSign Atlas". Please use this code to create a new password. You can now login using your email and new password.

3 You will be notified within 24 business hours by email from noreply-atlas@globalsign.com that your service quotation is ready for your approval. You will also receive an email from a representative of GlobalSign from firstname.lastname@globalsign.com with instructions

Log in to your Atlas Account and Approve the quotation

See next 2 pages for screens expected to complete your quotation in the Atlas account



GS Step 1 & 2 – Accept your invitation to the Atlas Portal

2 Follow the guidance in the email and complete the selections shown

1 On receiving the email from Globalsign you will receive an invitation to access the Atlas Portal

Atlas
Accept your invitation | Atlas Portal

Set a password to accept the invitation to join Elexon Flex on Atlas Portal.

robert.golding@elexon-flex.com

Password*

Your password must contain:

- ✓ At least 8 characters
- ✓ At least 3 of the following:
 - ✓ Lower case letters (a-z)
 - ✓ Upper case letters (A-Z)
 - ✓ Numbers (0-9)
 - ✓ Special characters (e.g. !@#\$%^&*)

Continue

Already have a password? [Log In](#)

Atlas

Personal Information Company Information Account Type Portal Usage

Personal Information

Information about you, the owner of this account.

FIRST NAME
Robert

LAST NAME
Golding

MOBILE PHONE NUMBER
+44 7700 127111

I understand by submitting this form, I am agreeing to the processing of my data, subject to GlobalSign's Privacy Policy

CONTINUE

ACCOUNT SUMMARY

PERSONAL INFORMATION
Robert Golding
robert.golding@elexon-flex.com
+4420 8111111

COMPANY INFORMATION
Elexon Flex

BILLING CURRENCY
-

ACCOUNT TYPE
Just My Organisation(s)

3

Review the [Master Service Agreement](#) and continue..

Atlas

Personal Information Company Information Account Type Portal Usage

Using the Atlas Portal & Services

A brief note about your legal obligations.

You'll only need to accept terms and conditions later, when you start using your account to manage subscriptions.

In the meantime, the agreement is provided at the link below for you to review and share.

Master Service Agreement

CONTINUE

ACCOUNT SUMMARY

PERSONAL INFORMATION
Robert Golding
robert.golding@elexon-flex.com

COMPANY INFORMATION
Elexon Flex

BILLING CURRENCY
-

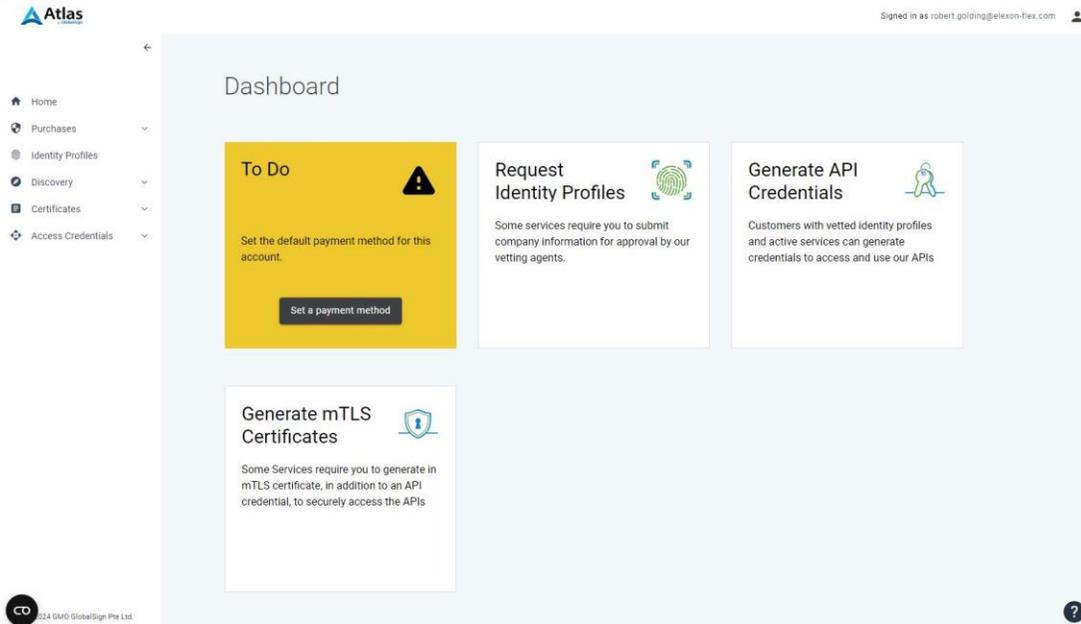
ACCOUNT TYPE
Just My Organisation(s)



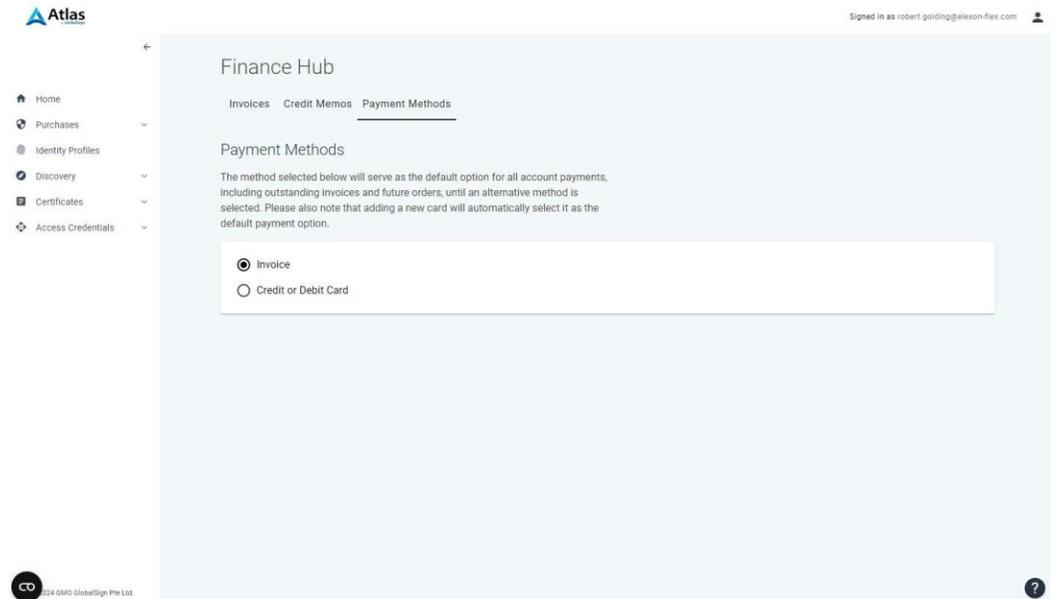
GS Step 3 – Approve Quotation - Set-up Payment Method (1 of 2)

A mustard tile will appear requesting the Payment Method is set-up. Choose invoice. This is only required for the GlobalSign system to function, **NO ACTUAL PAYMENT** is required.

1 LOGIN to Atlas and click the 'To Do – Set a Payment Method' tile



2 Choose Invoice



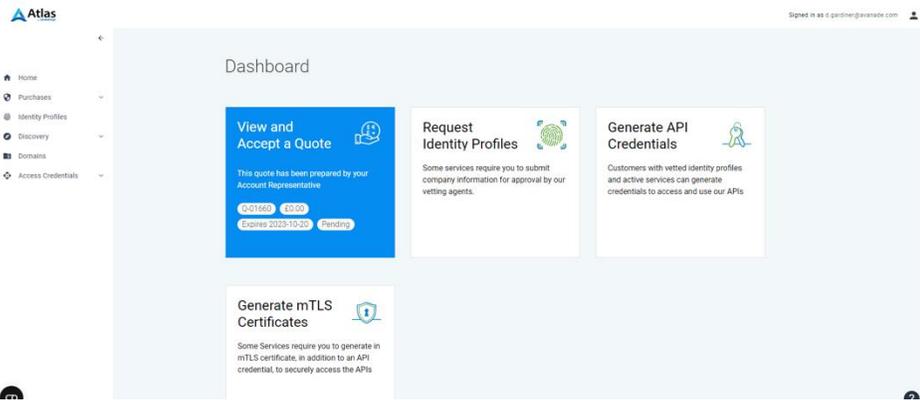
Step 4.1 – GlobalSign Registration



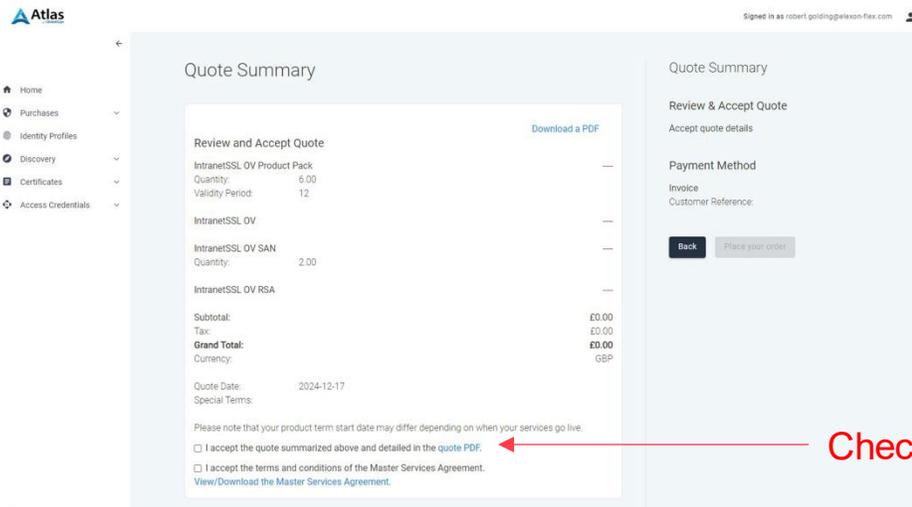
GS Step 3 - Approve the quotation (2 of 2)

NOTICE: Your quotation is ready', a BLUE TILE will appear in your dashboard. Click this to continue through the onboarding process.

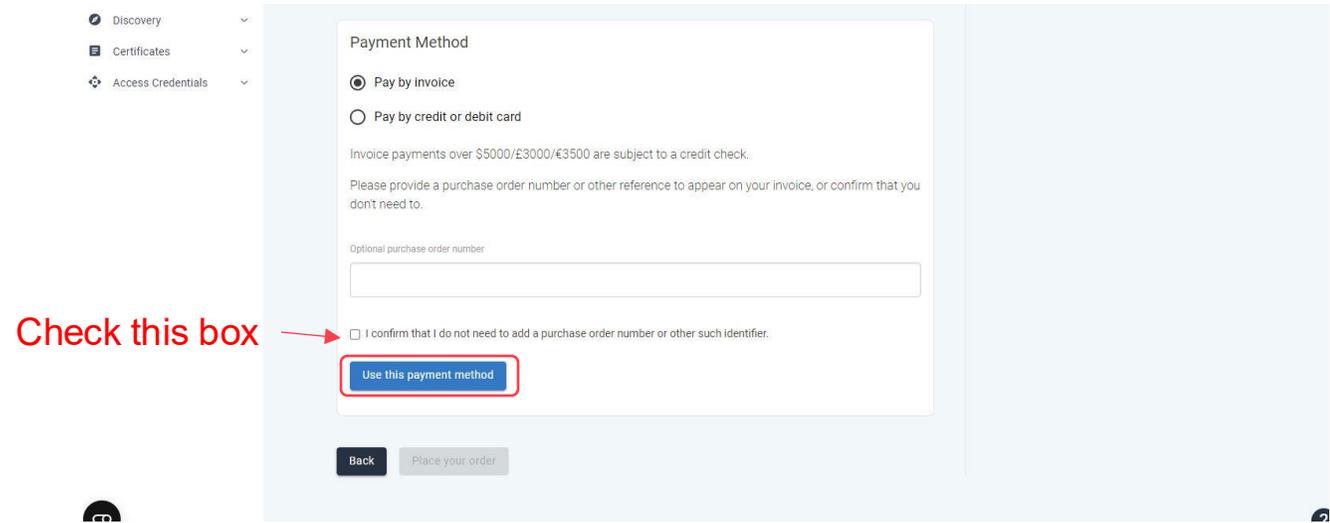
- 1 On receiving the email advising you're your quotation is ready, LOGIN to Atlas and click the 'View and Accept Quote' tile



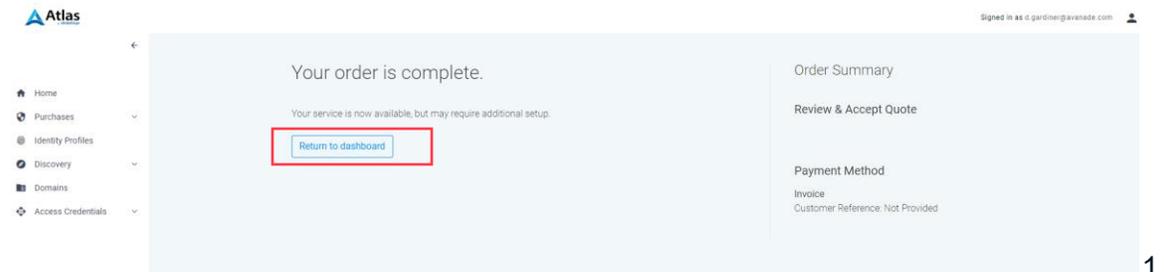
- 2 The £0 quotation will appear. Scroll down the page to complete the quotation acceptance see step 3



- 3 Follow the guidance in the email and complete the tick box selections shown



- 4 Complete quotation acceptance by clicking 'Use this payment method' button, this will return you to the dashboard

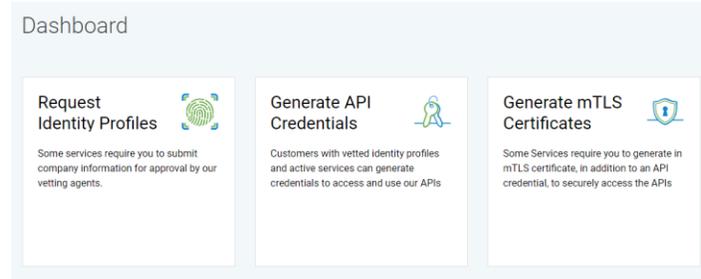




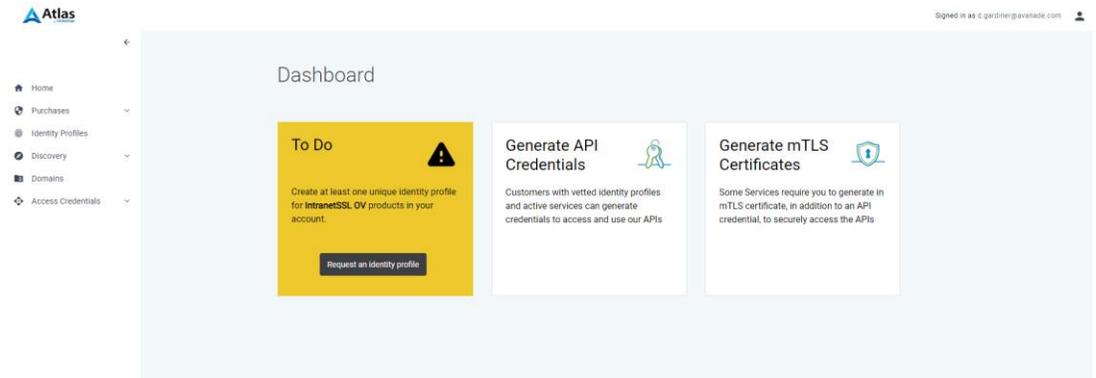
GS Step 4 – Request Identity Profile

- 1 You will receive an email titled “New User Registration” from noreply@atlas.globalsign.com inviting you to join a GlobalSign Atlas Portal Account. Please follow the instructions in the email to proceed.
- 2 You will receive a email titled “Password Reset Code - GlobalSign Atlas”. Please use this code to create a new password. You can now login using your email and new password.
- 3 You will be notified within 24 business hours by email from noreply-atlas@globalsign.com that your service quotation is ready for your approval. You will also receive an email from a representative of GlobalSign from firstname.lastname@globalsign.com with instructions
~~Log in to your Atlas Account and Approve the quotation~~
- 4 Select 'Identity Profile' tab and create a new Identity Profile for your IntranetSSL OV service

5 The DASHBOARD will default to the below 3 tiles – please await the **MUSTARD TILE** in Step 6 before proceeding (up to 20-30 minutes)



6 Start STEP 4 (of the 12-step guide on slide 19) by clicking the new mustard coloured tile.





GS Step - 4 Create the Identity Profile

This requires accuracy in completion of the Identity Profile.

Each field will be used to verify the name provided is a known full-time employee of the company ORGANISATION NAME (O).

ADVICE – let your receptionist know an anonymous call may be received to avoid issue

The screenshot shows the 'New IntranetSSL OV Identity Profile' form in the Atlas interface. The form includes the following fields and annotations:

- Profile Name:** A text input field containing 'GardinerProfile'. An annotation 'Create a profile name' with a red arrow points to this field.
- Registered Business Information:**
 - Country:** A dropdown menu showing 'United Kingdom'. An annotation 'Enter the COUNTY here' with a red arrow points to this field.
 - Which county, region, province, territory, state (S) is it in?:** A text input field containing 'West Lothian'. An annotation 'Enter the TOWN here' with a red arrow points to this field.
 - Locality (L):** A text input field containing 'Livingston'.
 - Organisation Name (O):** A text input field containing 'Avanade UK Limited'. A red box highlights this field, with an annotation 'This must be the ACCURATE Registered Company Name and is used to locate and call the company HQ.' pointing to it.
- Buttons:** 'Cancel' and 'Request this identity profile' (highlighted with a blue box and an upward-pointing blue arrow).

At the bottom of the form, the text 'Click to start verification' is displayed.



GS Step 5 - GlobalSign Verification

Step 5 is the pause in the middle of the process where GlobalSign, through their own mechanisms, will conclude the vetting.

As shown below, there is a 72hr window for verification before you can proceed with steps 6-12.

Step 5 involves the original submitted name (Cert Admin) being vetted by telephone call, against the 'Organisation Name' entered in the Identity Profile

1 You will receive an email titled "New User Registration" from noreply@atlas.globalsign.com inviting you to join a GlobalSign Atlas Portal Account. Please follow the instructions in the email to proceed.

2 You will receive a email titled "Password Reset Code - GlobalSign Atlas". Please use this code to create a new password. You can now login using your email and new password.

3 You will be notified within 24 business hours by email from noreply-atlas@globalsign.com that your service quotation is ready for your approval. You will also receive an email from a representative of GlobalSign from firstname.lastname@globalsign.com with instructions

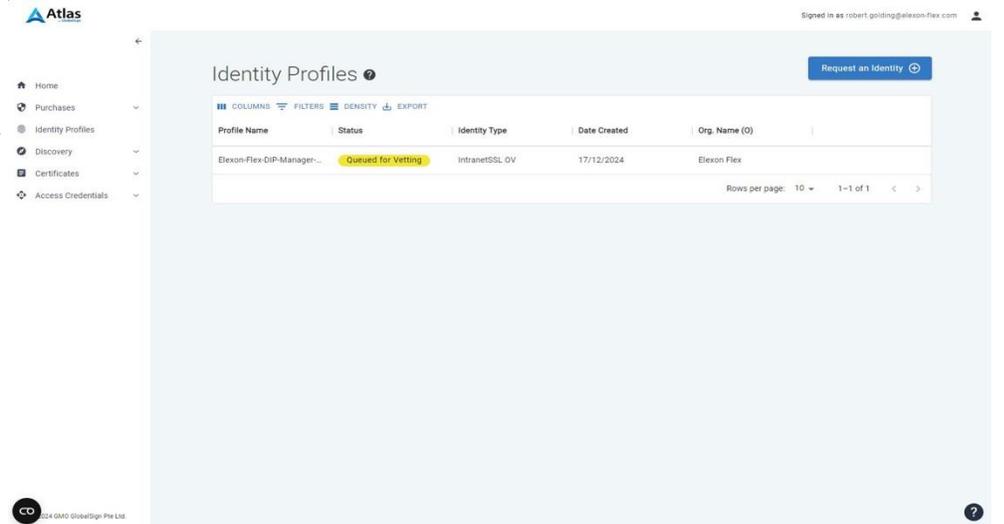
Log in to your Atlas Account and Approve the quotation

4 Select 'Identity Profile' tab and create a new Identity Profile for your IntranetSSL OV service

5 At this stage, your Organization Identity Profile will undergo Vetting. You will be notified once this process is complete, and you will be instructed to continue to the next step.

The completion of the IDENTITY PROFILE starts the 72hr verification process

The time taken for verification may take only a few hours however it should not exceed 72hrs after completing step 6

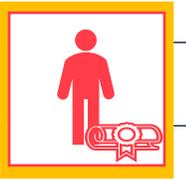


What happens during GlobalSign (GS) vetting?

GS will call the HQ number that they have uncovered from their secure vetting process. It doesn't matter if the contact is located at the HQ, or not; what they seek is that the HQ either

- i) transfers their call to the contact so they can speak with them; or
- ii) gives them the contact's phone number (can be landline or mobile) or email address so they can contact them.

If neither of the above happens, GS they will send a postal challenge letter for that contact, to the registered business address so that they (GS) can be contacted directly.



GS Step 5 - GlobalSign Verification

Step 5 is the pause in the middle of the process where GlobalSign, through their own mechanisms, will conclude the vetting.

As shown below, there is a 72hr window for verification before you can proceed with steps 6-12.

A verification e-mail will be sent

DO NOT PROCEED UNTIL A VERIFICATION EMAIL HAS BEEN RECEIVED

GlobalSign Vetting <vetting-atlas@globalsign.com>
To: Robert Golding

☺ ↶ Reply ↷ Reply all ↷ Forward 📧 ⋮
Wed 12/18/2024 11:57 AM

Dear Mr. Golding,

Thank you for your Identity (IDEN-03849) request with GlobalSign - case number 00015236.

We are the Certificate Authority responsible for approving your request. Additional information can be found at the end of this email.

Before we can complete your request, we need to confirm this order with a representative of the Applicant organisation.

Could you please respond to this email, confirming the following:

"I, (name of approver), confirm the Identity (IDEN-03849) request for Elexon Flex and approve the activation of this order. The confirmation password is: [REDACTED]"

Thank you for your understanding and cooperation. If you have any questions or concerns, please feel free to contact us.

Kind regards,

Dimitar Mitev
Client Services - Vetting Team

GlobalSign is a Certificate Authority (CA) that issues trusted digital certificates. In order to maintain the status of a CA, we need to comply with the Requirements from the CAB Forum and our internal regulations and guidelines.

These Requirements can be found here:

[QV level](#) | [EV level](#)

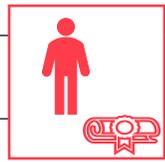
Maldstone House, Unit B, 2nd Floor, King Street, Maldstone, Kent, ME15 6JQ, United Kingdom

support@globalsign.com | [Locations & Contact](#) | [Open Support Ticket](#) | [System Alerts](#)





Step 4.2 – Generate GlobalSign API Credentials

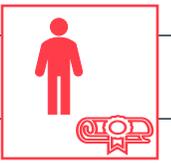


Generate API Credentials, PFX Signing Certificate and DIP Upload Overview (GS Steps 6-10)

1	2.	3.	4.	5.	6.	7.
Create API Credentials (Secret & API key)	Generate CSR & KEY file	Load CSR file into GlobalSign Portal	Generate CER file	Download CER file from Global Sign Portal	Merge CER & KEY file to generate PFX certificate	Upload the GS API Key & Secret, with the PFX Certificate, to the DIP

A certificate generation capability/tool is required to undertake steps 2 & 6.
 Example usings Azure Key Vault and native OpenSSL commands are provided below

The end result is a PFX file loaded into the DIP



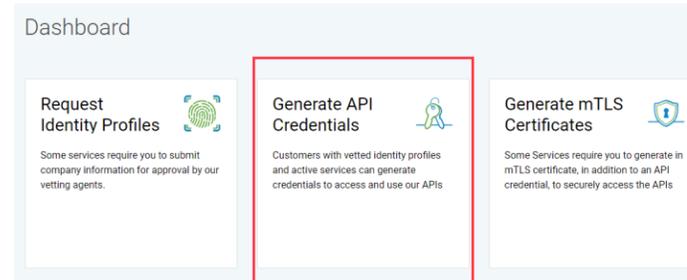
GS Steps 6-10 - Generating API credentials

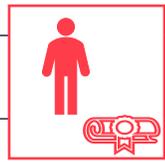
The Certificate Admin must complete the API Certificate generation within the Global Sign Atlas system once 'Identity Validation' has been confirmed.

- 6 Once the vetting process has been completed, and only when instructed to do so, please login to your Atlas Account.
In the left menu, under the 'Access Credentials' tab, select 'API Credentials' and then click the 'Generate an API Credential' button in the top right corner
- 7 Select 'View and Copy' generation method
- 8 Select the service IntranetSSL (OV) to link your credentials to your vetted Atlas Organization profile
- 9 Input a familiar name - something to help you easily identify the service
- 10 GlobalSign will now configure your Atlas service to connect to the MHHS Programme PKI hierarchy.
- 11 Please wait for confirmation email from a representative of GlobalSign that the service can now be used
- 12 Once completed, continue to the next step of the DIP Onboarding Guide.



- 6 Login to GlobalSign Atlas.
Select 'Generate API Credentials' option

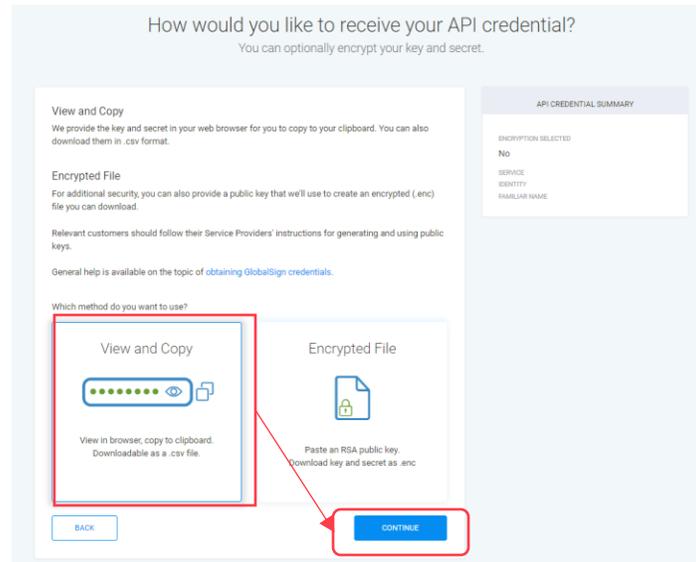




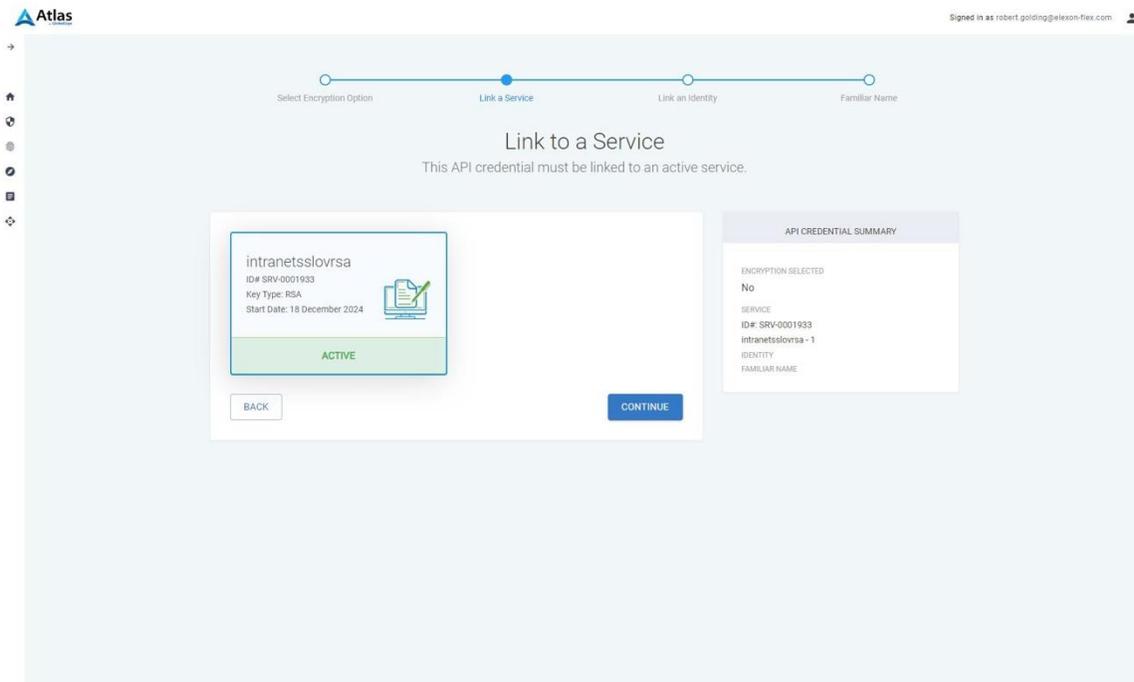
Generating API credentials

The Certificate Admin must complete the API Certificate generation within the Global Sign Atlas system once 'Identity Validation' has been confirmed.

7 You must select 'View and Copy' in the 'How would you like to receive your API credentials' page, then Click **CONTINUE**



8 Select ACTIVE certificate to assign Internet SSL to your credentials, then Click **CONTINUE**





Generating API credentials with GlobalSign

Continued.....

- 9 Give the credential a familiar name (any text you wish) and record this safely and click 'CONTINUE'



- 10 Click 'Download key and secret as .csv' button and save file. Alternatively (and) click both the API Key and API Secret 'Copy Key to clipboard' and store in a .txt file for the next stage.

Add a Familiar Name
Create a label to distinguish this from similar credentials.

FAMILIAR NAME
onboarding_key

BACK CONTINUE

API CREDENTIAL SUMMARY

ENCRYPTION SELECTED
No

SERVICE
ID#: SRV-0001036
Test Certificates - S0

FAMILIAR NAME
onboarding_key

Enter and take a note of your 'familiar name' then click CONTINUE

Success! Now Securely Save your API Key & Secret

If you lose this API secret, you'll need to generate a new API credential.

API KEY
186610baff175cae COPY KEY TO CLIPBOARD

API SECRET
..... COPY SECRET TO CLIPBOARD

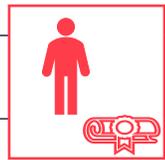
DOWNLOAD KEY & SECRET AS .CSV

API DOCUMENTATION

VIEW & MANAGE API CREDENTIALS

RETURN TO DASHBOARD

PLEASE NOTE!
You must DOWNLOAD the .CSV.
Once you navigate away from this page you cannot return to access this content.



Generating CSR & Key File

GlobalSign provided the API Key and Secret. The DIP requires a validated certificate in PFX format together with these API credentials. The following will be conducted outside of the DIP **by someone with technical understanding of generating a certificate**.

Select a CSR(Certificate Signing Request) generation tool and create a CSR. Two methods tried and tested are **Azure Key Vault & OpenSSL**

Azure Key Vault

1

Create a CSR with any subject name.
YOU MUST select Key Size 4096 in Advanced Policy Config.
Click **DOWNLOAD CSR** to save your CSR file.

Download CSR

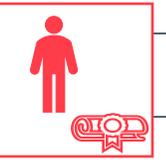
Please ensure you select Key Size 4096

2

Open the CSR to check structure is correct.

```
NOTES.PERL onboarding-key-GlobalSign-mTLS
-----BEGIN CERTIFICATE REQUEST-----
MIIEqTCApEQAQAwGTEwBQUGA1UEAwQb251b2FyZG1uZ19rZkxvZG11MA0GC5GSIb3DQEBAQUAA4ICDwAwIQAoICAAQDAmCsXgsbshyKPSmhQk8J
1Vveaa219wJ2MT146yepEY5TEXcPYzGN2mbjE0MAdhKzhgT0yww+1UJtayhP0Pkd4d2r0F8DjDy5tSj3BAA4L1F6phXGTHmY8+26p2Dbt6ZUQQ+
7m5dUwCv03RJRrG88ucCMMLWnNjI8jmljPzJNS9/X/q/oSmLxEM46AyDzhwcNlnB3Nq84q18sDbjeBxeJknJaeq85FZ1G8cGUUTU/1tuaQ89M9K9P0
pYnuds/yZaDo70bRVqfYcR1ry4cKqTprG9ZIUroF/GbfrYaAupn4II51rkm0uLS141+C+sYmeH6Zr/zPwC96gxlq3tH1TFEAUJQFJ2m29mCbJOK0f
rTQfRlPzmKfKfAh0bnZkE0RLP0FvAA0uS9eCM4yN77mpRCM2eg9hqw18RoC2z869R1XkqzQKTA7bpxr+f5IC+gVvC41s63w31yknN+TSxxy3fWqFUVzQ
PcxrWb7+mCvmmIT3NG1osNsJf11WJ+
9ZKvvaPg+R9Idtsh0a12z8KFDLAXs+Zw6utWwRAN4d1BnZxR1brvNWQv8tVhMA1/1t1wZpYFhSM+C9kFhcxRuHn+byQwDEQK5ME8VKEMoRnc6p8rVYk
dg2D/51ba4xTG1B5088dK1WdCtfsUrhaw1LfyB52TPoaF0LRQYjCsqQIDAQABEswSQYkoZIHNAQOMTtw0jA08ghVhQ8BA8EBAMCBAAwHQYDVR
01BBYwFAYIKwYBBQUHAWEGCCsGAQUFBwMCMCAkGAIUdEwQMAAwDQYJKoZIhvcNAQELBQADggIBAFnH17Y7S051waIR5Jo/5ccXbqL+Ny2y34AtXG+
060Bw1zYqQdIG1jBwchYw72Wt1b12OQEZ2BjclRwxdPllwvny340zK651w818Xn1Wz2nA358tho3j7RwqCz7ys0qw/k436mIvD3UmsnRImtdgJvAlapQ
ye4am4zzenEule7k+nS1uTdc0v3dZclVsfictsf2AmmRptkKjQVPQ+
1hYeX63e/H5NaOZ6CXEZBtu0cN0EzLu0e+Hs0QVCZk82Xm11PEQ1LaplC-AE3RuyDqXQg+6t3fzNqqzHjYUhf6d5XN1cx8r/wIcccpcqJIAEzJUMBO0
7cdUzV+ZREtFtAstpbfs7u0E7p0S0ZQ+I32k/cz71Y/ne8jEvYzbj62aBcXvL/BLqghfFpJUBw+DQDr1qIuIp7NwMXR1Z1bdhTCIKtMAFODn3klYs
hQpQ+7MhFFAmJgdyYy9x22VNYy45ky1yJ3DdE/AEASJdaMe4Wsy213tyNg3t8khhsZM8T5
+Z3Kpg84u7L3fgPY/D4IPk/pXk+FvytmMTAF+ECXqJk/j5nTKF3a9nYGB1Dk/uQba1EoLHufPhaNFQzIILUqV64yS4QQmmK2hVOKL1v4p1cpe3H+p2
0y3PvF0n31poxocumkLVtW1rbXRET4719pOKPPTSDtaZMP61A
-----END CERTIFICATE REQUEST-----
Ln 3, Col 34 100% Unix (LF) UTF-8
```

Please click 'YES' to Enable Certificate Transparency
Certificate Type must be blank – no entry!



Openssl version:

`openssl req -new -newkey rsa:4096 -nodes -keyout apicert.key -out apicert.csr -subj "/CN=onboarding_key"`

Generates two files:

Certificate Signing Request (.csr)

```

----BEGIN CERTIFICATE REQUEST-----
MIIEYjCCAKYCAQAwGTEXMBUGA1UEAwOb25ib2FyZGluZ19rZXkwgglMA0GCsqG
Sib3DQEBAAQUAA4ICDwAwggIKAAoICAQCc8+dKyWTFkG3+F3iJJK9D011k7yCqC
KGDjERKGTTPKaMHB0kPAkg6E+MlsP68LtWCp6UljhDjccFRKD5lx3EyvGAIvFOO4
wMPwU7duED13VI0nFag7dAcQtCFdkzZ1N6dfoYqu9yCsUWj6Pp/3Fdolu8brjvX8
fq6lpXOCAKnH0Pdfp8hkeMFIqD1wU3PLLyX1ftabmlwBOKBhOGQbsbjAMgqAjz
ZYh3i8QlSgl6K5TKFCicxUWtfs2vVgQMoQ1DfSTwewRY8mKYMPBq371N7in4oBp
z29HicZ0UTIt/pfvtkM9atY4APZtQLROsm7Y1+eloGvIdSYC/1y4pUcKeRmFodD
2iuhCKspOyKugmmvq3wwY7TtUwPb8Zh28stOnw4ituAheeM5mgoEcHCbwolG9zs
RXOW66w9iLb84r6jDf+9Xfps6Dj+dezTesD8N2QPqslnpsmR2027xicCWycUmk
--
--
--
ihY+qEThEjO8x4iP4AtsIUyilQxfIr9MAEopuWS07OtWGPav8SPBpqyT/9hq2WHW
LRK5It6C/N+wyO/RrJhLmfWQKQtpOvpWwpBH4QITaovsEMFB2/P7gKibMCYNVer
3IRPIVpeldFmMX0WnMlpXJUyRRGM2OSjh4CCL68EgYTZ7eXzcgNRNwhu/ERb9OIR
CyRc1aYJUy+F5w+4j6R/UlnjGFzZmluWmnKDw58aESADtQwom9OMImikIIY.GJZ
4Wo2yLHeonS7pirc48c5aJ7ytDxygsI7GXAirU1X8ChbnB0BTGCXw9yzhyZDcxV
MBNBSYDGMVNuOBP8NDffwjzLJCyQw2lt9qKyns/A6apE2bNNOecc+tXJOidU01Z
EzIl8Y6Zf8hWKoj3oQatNCKI4ZcnoKxuxAy7KR+RRXhohXHSTk2C2WL15mOgi4k4
BaLB3Jmkce3h1QmdFrJswkee06652jk8KVMwL3mtf9EkDvUHng+nD09jfiAf3Tx5
1VX9Mi/y1Zr0iWtRBMcU32fE
----END CERTIFICATE REQUEST-----

```

Private Key (.key)

```

----BEGIN PRIVATE KEY-----
MIIJQwIBADANBgkqhkiG9w0BAQEFAASCCS0wgggkPAgEAAoICAQCc8+dKyWTFk
G3+F3iJJK9D011k7yCqCKGDjERKGTTPKaMHB0kPAkg6E+MlsP68LtWCp6UljhDj
cFRKD5lx3EyvGAIvFOO4wMPwU7duED13VI0nFag7dAcQtCFdkzZ1N6dfoYqu9yCs
UWj6Pp/3Fdolu8brjvX8fq6lpXOCAKnH0Pdfp8hkeMFIqD1wU3PLLyX1ftabmlw
BOKBhOGQbsbjAMgqAjzZYh3i8QlSgl6K5TKFCicxUWtfs2vVgQMoQ1DfSTwewR
Y8mKYMPBq371N7in4oBpz29HicZ0UTIt/pfvtkM9atY4APZtQLROsm7Y1+eloGv
IdSYC/1y4pUcKeRmFodDYvN+sCYpt23aM3TAQIVqmDB668y/hOBOFeECNEdpP0R
ig0AgjVdeltXIVRHjJC+/e61WA2PIRoSVbTP6EXWuha4q75JGTK9YUBKW4jdctRM
r2YcM4K3n9CPKHhc7p7b7lVjS31Tm7860ZT wzX5yqM2av7thjmWnMWpE0RbcpAOw
--
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ZqKSRdu92gbofC1/ERHcz4ftW94otonWjhqbm58mFH8NvKHsyrYcPo3WU6Qml
JDduUjbtX1Y3ekyuB2id9LeMn7po+4PacZN6L6nWFgtKlgoCrrzLAbVpgupWwWdD
SFz6763+pwQuT3+1Q4euvOcfDDOQIDAQAABAoICABYvGltsZWP+WLQMtBkyaQXv
FehWk8nqKL3Xr/VKa8dZ0CoustqDM+S31t5OBK44ykhiNORw+X3X8NflpW6IDG
2FCfzeEbEMRIORF5xQS0tYm6V9I6ulebEeVm2STLW+sgNEAnLkhP1UsvvU0OKKCN
G+TM7e6gAgse75QX0T6yUqJ8jV/u3pU0GN5MSX5raL/T4LjydLwLudnF32Mty7li
ESYCapInVDmFXvAYK0it/hzCjrRbggw+YG06owJ275HMyF5KDOjB5cTVqwbT3ZT
RBielkW6XCqSveZXpZXCcoJ3kilGcQWtiMY5OF+uqTe9vUH6w4bRFvzAb5eDjpb
0XEQcYzmlBNBNef81f7hqV4A7qowXzg=
----END PRIVATE KEY-----

```



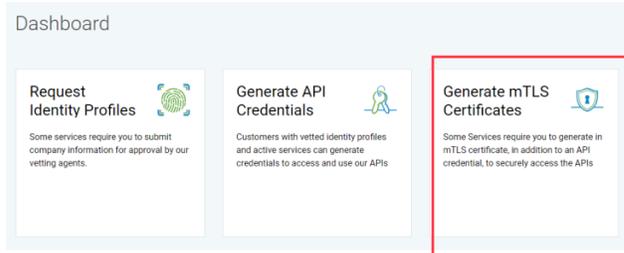
Generating the correct key format for upload to the DIP

The Certificate Admin must return to the [GlobalSign Atlas](#) system to complete the next stage of certificate preparation for the DIP.

NOTE: If you have appointed a new Cert Admin into the Atlas account, they can complete the following steps.

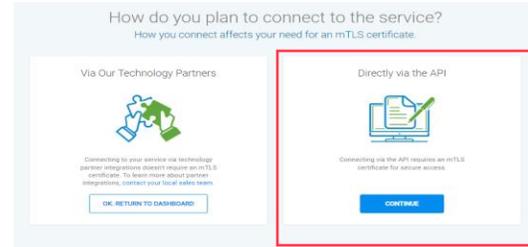
1

Sign in to the Atlas system.
Open your Dashboard.
Select 'Generate mTLS Certificates'.



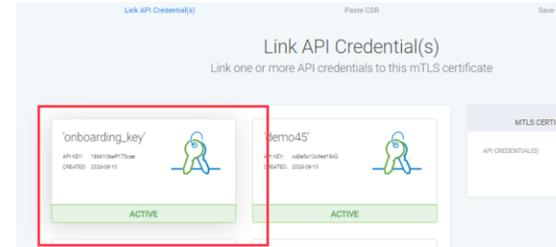
2

On the subsequent screen, select the option 'Directly via the API'



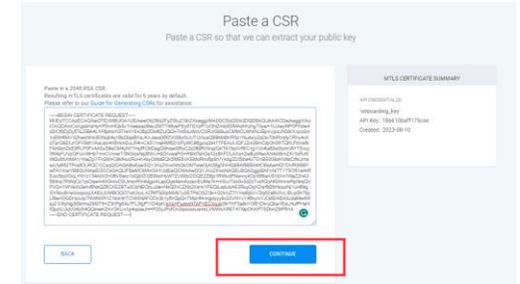
3

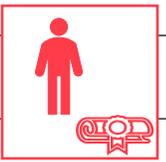
Select the API Credentials just made using the 'Familiar Name'



4

Paste the CSR generated into the space provide then click CONTINUE



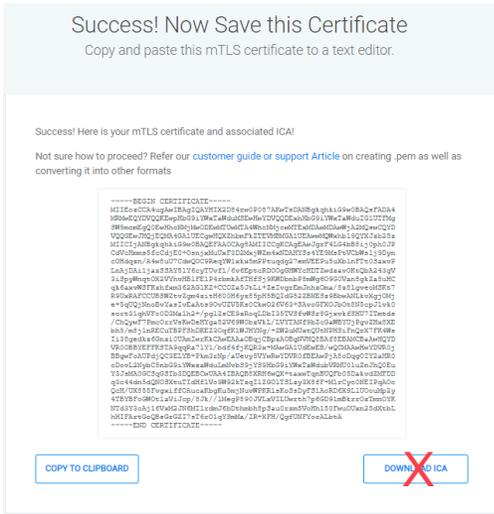


Create a PFX Certificate for Upload to the DIP

The output from the GlobalSign system requires the key to be converted to PFX format. This is completed using OpenSSL

5

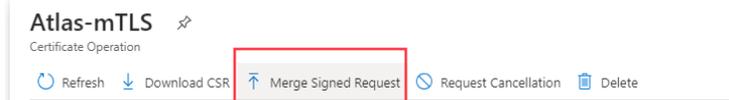
If successful the following screen appears. You must now Copy to Clipboard (or Cut-paste) the certificate into a **Notepad file**. Save the Notepad file as a **.cer** e.g. 'certname.cer'



6

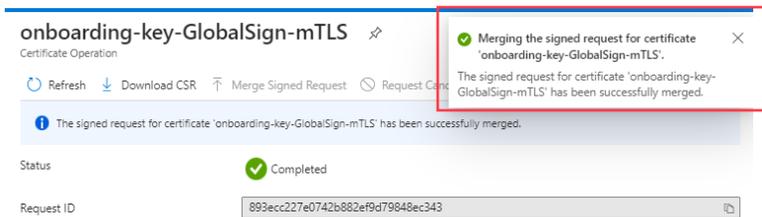
Re-open the certificate generation tool

Select 'Merge Signing Request', from the menu to **merge the private key and public key**



Select the file created in Step 5, e.g. certname.cer

A 'toast' pop-up will confirm the merge was successful

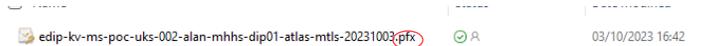


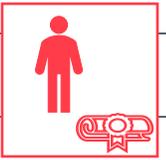
7

Download the certificate as a PFX file, **ensuring no password is specified**.



The resulting PFX format file will be listed in a download area ready for the next step





Return to the DIP to upload API credentials

The Certificate Admin will return to the 'Certificates' tab as below and click the **NEXT** button to proceed:

The screenshot shows the ELEXON Data Integration Portal interface. At the top, there is a navigation bar with 'HOME' and 'MARKET PARTICIPANT ORGANISATION' tabs. A red box highlights the 'MARKET PARTICIPANT ORGANISATION' tab, with a blue circle '1' next to it. Below the navigation bar, the main content area shows 'Another test company' details. At the bottom of this section, there are tabs for 'DIP IDs', 'Members', and 'Certificates'. A red box highlights the 'Certificates' tab, with a blue circle '2' and an arrow pointing to it. Below the 'Certificates' tab, there is a progress bar with five steps: 1. GLOBALSIGN REGISTRATION, 2. API CREDENTIALS, 3. DOMAIN CREATION, 4. DOMAIN VERIFICATION, and 5. CERTIFICATE CREATION. Step 1 is currently active. Below the progress bar, there is a 'GlobalSign Registration' section with instructions. At the bottom right of this section, there is a blue 'Next' button highlighted with a red box and a blue circle '3' next to it.

Click '**NEXT**' to move to on to 'API Credentials' entry

Step 2 – API Credentials

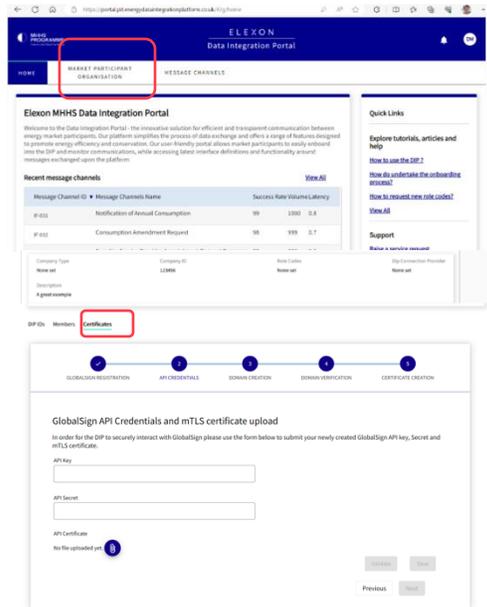


Upload API Credentials

The Certificate Admin must now upload the GlobalSign API Key & Secret, together with the PFX Certificate, to the DIP.

1

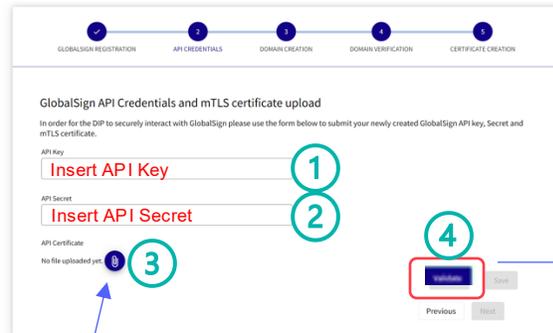
Certificate Admin will Sign In to DIP and click the 'Market Participant' and select 'Certificates' tab to display the process page



2

The process will have moved to STEP 2 'API Credentials' Add the Global Sign generated information:

1. Insert the API Key (1)
2. Insert the API Secret (2)
3. Click  to upload the PFX Certificate (3)
4. Click 'Validate' button (4)

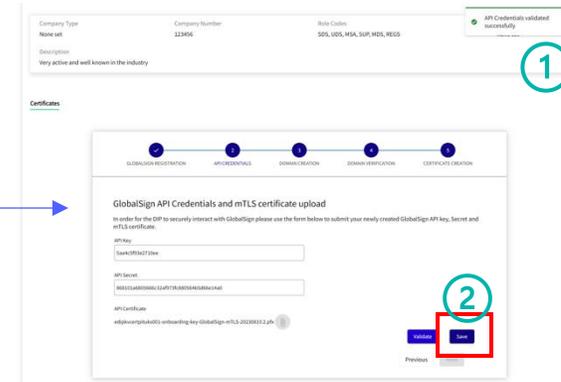


Click  and select your PFX version of the API Certificate

Y

3

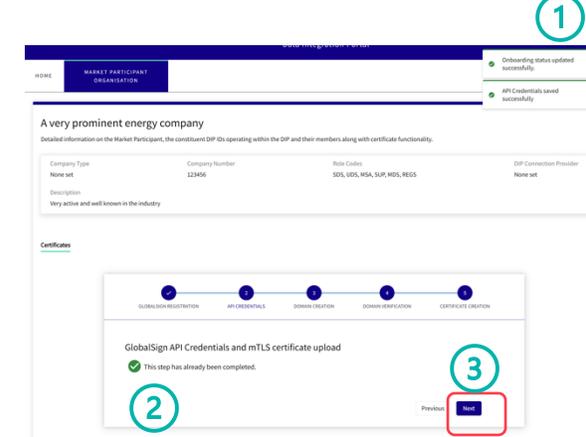
If the API entries are confirmed, A pop-up 'Added successfully' appears (1) click 'Save' to continue (2)



4

The following screen will appear 'Onboarding status updated successfully'.

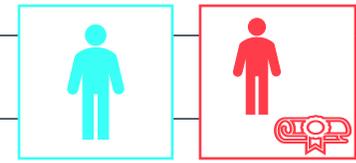
1. Confirmation with 'Toast' Pop-up (1)
2. Confirmation onscreen message (2)
3. Click 'Next' to progress to Domain Registration & Verification (3)





Step 4.3 & 4.4 – Domain Registration & Verification

Step 3 & 4 – Domain Registration & Verification

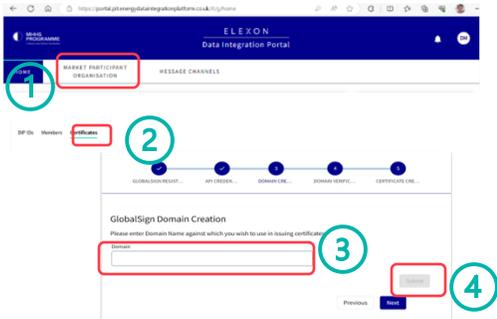


Register and Validate the Company Domain in the DIP

The Certificate Admin will work with a DNS Admin to complete the Domain registration in DNS.

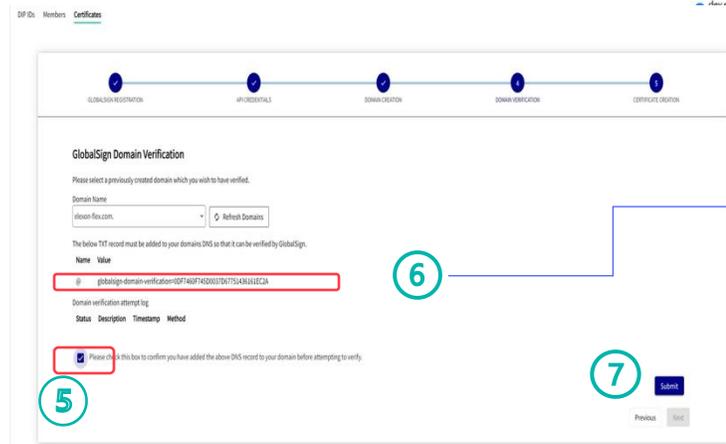
1

Follow steps 1-3 to enter the MP's **Domain Name being used for GlobalSign verification** into the **GlobalSign Domain Creation** field **DOMAIN**, then click **'SUBMIT'** (4)



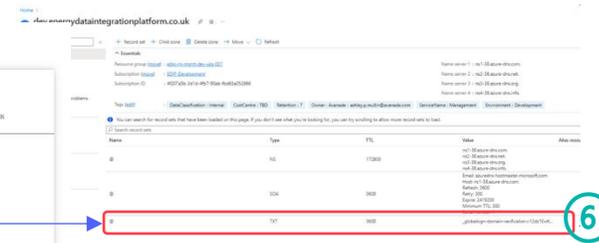
2

Once you have clicked next, you will be asked to **reselect the DOMAIN Name from the dropdown** and a **TXT Record** will appear (6)
NOTE that a **'.'** may appear after the Domain Name – this is not an issue and you should proceed



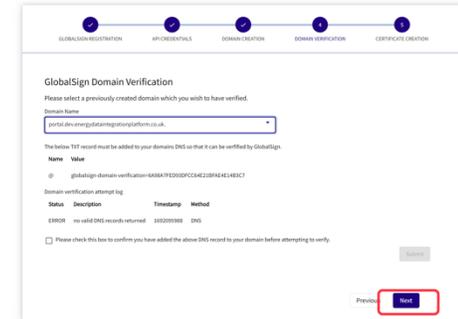
3

DNS Admin should add the record details into the DNS (6) with the values specified = '@' and the txt into VALUE



4

Certificate Admin can check **SUCCESS** or **FAIL** of verification: If Successful click **'Next'**

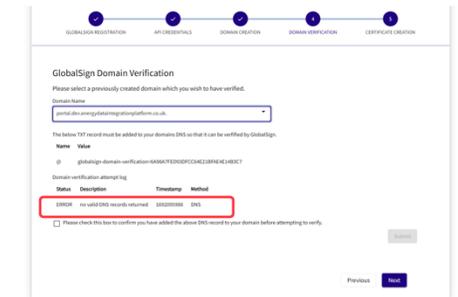


Certificate Admin, on confirmation DNS Record has been added (can be up to 1Hr), will click the Check box (5) and then click the **SUBMIT** button (7)

Please take a note of the **'Name'** = '@' and the **VALUE** is a **'txt'**, and pass both to **DNS Admin** for insertion into the DNS **BEFORE** clicking (5).

Y

Domain Validation Successful
The DNS entry should not be removed as it is used for renewals





Step 4.5 – DIP Certificate Creation



Generate mTLS & Signing Certificate Overview

To generate a mTLS or a signing or a combined mTLS/signing certificate follow the steps below:

1.	2.	3.	4.	5.
Generate CSR & KEY file	Load CSR file into DIP	Generate CER file	Download CER file from the DIP	Merge CER & KEY file to generate PFX certificate

A certificate generation capability/tool is required to undertake steps 1 & 5.

Example usings Azure Key Vault and native OpenSSL commands are provided below

The end result is a PFX file

Step 5 – Certificate Creation



Step 1. Generate CSR & KEY file

1 Login to the DIP as Certificate Admin

1. From the Market Participant menu select the **Certificates** tab
2. Select the **Create Certificate** option

Elexon Flex Limited

You can view your organisation details below. Please ensure that you keep this information accurate and up-to-date.

[Request DIP Connection Provider Status](#)

Company Number 16076976	Role Codes SUP, REGS, SDS, ADS, MSS	DCP Status Disabled
----------------------------	--	------------------------

Description
Home of the DIP Manager and test harnesses

Whitelisted Domains
elexon-flex.com

DIP IDs Members **Certificates**

[Update API Credentials](#) [Create Certificate](#)

Currently Active Certificates

You can view the status of your current active certificates below. Please ensure that you keep this information accurate and up-to-date.

Certificate Serial Number	Status	Created Date	Expiry Date	Created By	Common Name	Type	Reissue	Download	Revoke
011F74952A3EB636D3A2F6DDAF2EC669	ISSUED	2025-03-18	2026-03-25	robert.golding@elexon-flex.com	energydip-nonprod.2069.elexon-flex.com	mTLS & Signing			

Certificates History

Certificate Serial Number	Status	Created Date	Expiry Date	Created By	Common Name	Type
012EF167B8290AD2F812F6FBFD4C988F	REVOKED	2025-03-13	2026-03-20	robert.golding@elexon-flex.com	energydip-nonprod.2069.elexon-flex.com	mTLS & Signing

Showing items 1 - 1 of 1 | Show 10 | All

1. From the **Create Certificate** pop-up
2. Enter the required **Host Name** & **Domain Name**. Domain name is taken from a drop down populated by the list of domains registered against the organisation.
3. Select '**Certificate Purpose**' to choose a "mTLS" (for DCPs), "Signing" (for MPs) or "mTLS & Signing" certificates (both)
4. Subject name is generated from values provided
5. Select **Copy** - this will copy the Subject Name - **SN**
6. You will also need to copy the Domain Name & Host - **DN&H**

Create Certificate

Host Name: my-host

Domain Name: elexon-flex.com

Certificate Purpose: mTLS & Signing

Subject Name: energydip-nonprod.2069.elexon-flex.com

Copy

CSR

DN&H (circled around Domain Name)

SN (circled around Subject Name)

Step 5 – Certificate Creation



Step 1 (cont). Generate CSR & KEY file (Azure Key Vault version)

Using the details from the previous step

Open the Certificate Creation Tool (e.g. Azure Key Vault)

1. Click (select) to generate a certificate (in AKV click [Generate/Import](#))
2. Give the certificate a name (no spaces)
3. Choose 'Certificate used by non-integrated CA' from drop down
4. Enter 'cn=' then paste the [SUBJECT NAME \(SN\)](#) copied from previous step
5. IMPORTANT – click 'DNS Names' and complete the 2 entries – [SN](#) & [DN&H](#) copied from previous step
6. Click 'Not configured' next and ensure Key Size is 4096



Method of Certificate Creation: Generate

Certificate Name: Webhook-dev

Type of Certificate Authority (CA): Certificate issued by a non-integrated CA

Subject: cn=energydip-dev,543

DNS Names: 0 DNS names

Validity Period (in months): 12

Content Type: PKCS #12

Lifetime Action Type: E-mail all contacts at a given percentage lifetime

Percentage Lifetime: 80

Advanced Policy Configuration: Not configured

Key Size: 4096

DNS Names

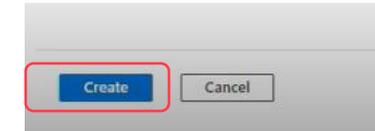
Create a certificate

DNS Name

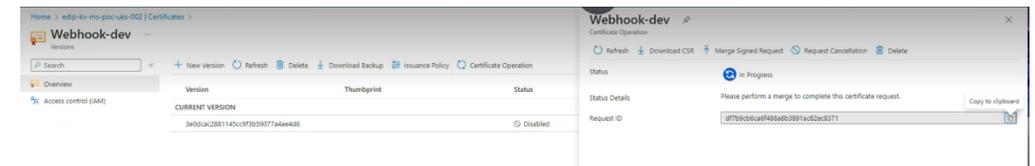
energydip-nonprod.19.compa...

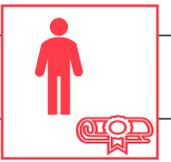
whs-SIT-241023-ST.company7...

7. Click 'Create' button to create CSR & KEY files



8. Open the generated CSR
9. Download CSR



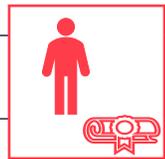


Step 1 (cont). Generate CSR & KEY file (OpenSSL version)

1. Using the Subject Name (**SN**) and the Host & Domain Name (**H&DN**) copied from previous step:
2. Enter the command OpenSSL command:

```
openssl req -new -newkey rsa:4096 -nodes -keyout mtls-cert.key -out mtls-cert.csr -  
subj "/CN=<SN>" -addext "subjectAltName = DNS<H&DN>, DNS:<SN>"
```

3. This will generate two files: CSR & KEY files



Step 5 – Certificate Creation

2. Load CSR file into DIP

3. Open the downloaded CSR file into a text editor

```
-----BEGIN CERTIFICATE REQUEST-----
MIIE/zCACaQwMDEAMGGA1UEAwwDMS1cm52LmVudW11d141NDMmagg1JWAGOCsG51b3Q0EBAQAAMICDuhagg1KAcIACQDF866bcCH50ad73ap5
099p9ky67zUkAmeae1Gg1H57xLXKvYluhgq1J5009k7DnAhoTeyZfpcPctEtr+xtBu/3FTY11m62821zdp9/Rok3JpQV/F3zrPCQpy11Vtyq66
K7AdAaeh1J0ZQURBY705aWmZS0M1CC0bc/awmWmP3J1m9y9Q07F79T1T14
oQP99JUSF98PalpnY99s1Q1LUkaJsuHmUu5096t13AK3aL2/Of+q8Z88Tpb+qhzUdALX7Bz3yp2Q1q82KvYlg50cZVkcFmeT13VR88388KApNv5
s8551F916/urQDQ5S85y0T2eWuuVxp+PQve+1J9pQ0r-IYAbm2538KTLc066h1
+vd_0A04W/1V4E0B83p51Q1S1389F1103pPFeve0P01E13d0wAgE1hac+
8xm68T816D1M2M2CoEgCpPaalMh1Bj8j/p5YnoZCNAB9A5P01YK9FgbLz2z1H5mNag1buYkMc9h1zpp502FAJKaCRF1E1L36G114
7hsU06AD8BAhJWmWURk57qakSP+cwA/FKCLX0T3M79uA7B1T3Jre1tu055yuu7drrs3alUCQz207/fruu5e3866bc1C5399af+3Q1D8
QAbIGpMIGaBqkqk1G5h8BCQngWmYhGdYV88PQAQ/BAQ0AqgH8GALU1QQM9QCCG4QUPBm8BgrBgrF0QzDAJ80gWVHREERfEgHf1b
Wyz21kxkxLZ0VZ1JUM91v2V1aG9vay1zAmBzD51cm52Gf87M1u0Vhcmf8u9ucsh0GZcmhY28u0u0CYQV9RT8A1u0A0Bqkqk1G0h0B
QfAA0Cg1J9vJmJc0gPRMqZ5u1d21smv9M1p28776078qec3W5/KCFR6GfT0d69z25/6yY3JaaZ+d8uclHYSzWgtpVUQZ6etD1
+1xvY17llm0f150H9du0NChXkP0100D6Zakz1b2+UEAS1MPCBOydoafBofgUCTN2YwCNP6Lq11a1f4p0QVeh5Ck0K5ASmhu07818915A
KolsY49ZAF5XkGg3M9B8u1zbpQf7uSHS8637bsCG016F7AZVY5GVLZcm4Bk818Ygh57+k/H6D67y148Ng6B/
+g8ETm8R0C1M3zUAD0A2zcFgh9Pv6Z1dvwj/fru6G268T0w0T7Xc37c0K01smv9B2P9
93p0h1wqBqkG6n51HuB9S3V1uQ58041X6d/mc0Ksc0730M0L0c0b4L6FmC1/GkscP2BUIH584gaRQ11YDgVhndj9exJh8qC/4f0Xb01Q2T
34m01C9k1kgTX1W26Ka7C1UXZ8GVZfZDPrccMj110u0P3Zhg18qMg1V1M8Kcel2Jk3fFxe19AKand11m+
7p1c0HtL18mwa0HcFF508aqQv7Hf4R180gZmets0h455y9884K0G7o1Z5rQv0Eg8152oXN9h4Yze0B0GDC056u7uh=
-----END CERTIFICATE REQUEST-----
```

3. Generate CER File

5. PASTE the Certificate Text into the CSR field in DIP

Certificate Signing Request Form

This form is used to submit your certificate signing request (csr) to be signed by the DIP certificate authority (Global Sign). You will then be able to download the signed public key (csr) which you will then bind with private key you used to create your csr and thus creating your mTLS certificate, active for use when integrating with the DIP.

Before making a signing request, please ensure you have completed the necessary GlobalSign onboarding and domain verification process, more details can be found on the [GlobalSign website](#).

Please ensure that the details entered match those used during the organisation onboarding, setting and verification process.

Host Name Domain

Certificate Purpose

Subject Name

6. Click 'Create Certificate'

7. 'Toast' advises successful certificate generation

ELExON Data Integration Portal

Onboarding status updated successfully.

Certificate data saved successfully.

HOME MARKET PARTICIPANT ORGANISATION

A very prominent energy company

Detailed information on the Market Participant, the constituent DIP IDs operating within the DIP and their members along with certificate functionality.

Company Type	Company Number	Role Codes	DIP Connection Provider
None set	123456	SDS, UDS, MSA, SUP, MDS, REGS	None set

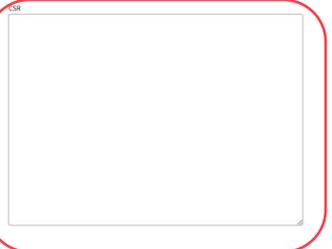
Description: Very active and well known in the industry. Whitelisted Domains: mailinator.com.

Currently Active Certificates

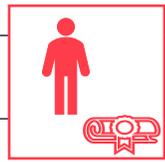
Certificate Serial Number	Status	Created Date	Expiry Date	Created By	Re-issue	Download	Revoke
014402853913E1AF83CAF0850AD4FC	ISSUED	2023-09-21	2024-10-22	9f33123a3c03@mailinator.com	<input type="button" value="Re-issue"/>	<input type="button" value="Download"/>	<input type="button" value="Revoke"/>

4. Select the Certificate Text

```
-----BEGIN CERTIFICATE REQUEST-----
MIIE/zCACaQwMDEAMGGA1UEAwwDMS1cm52LmVudW11d141NDMmagg1JWAGOCsG51b3Q0EBAQAAMICDuhagg1KAcIACQDF866bcCH50ad73ap5
099p9ky67zUkAmeae1Gg1H57xLXKvYluhgq1J5009k7DnAhoTeyZfpcPctEtr+xtBu/3FTY11m62821zdp9/Rok3JpQV/F3zrPCQpy11Vtyq66
K7AdAaeh1J0ZQURBY705aWmZS0M1CC0bc/awmWmP3J1m9y9Q07F79T1T14
oQP99JUSF98PalpnY99s1Q1LUkaJsuHmUu5096t13AK3aL2/Of+q8Z88Tpb+qhzUdALX7Bz3yp2Q1q82KvYlg50cZVkcFmeT13VR88388KApNv5
s8551F916/urQDQ5S85y0T2eWuuVxp+PQve+1J9pQ0r-IYAbm2538KTLc066h1
+vd_0A04W/1V4E0B83p51Q1S1389F1103pPFeve0P01E13d0wAgE1hac+
8xm68T816D1M2M2CoEgCpPaalMh1Bj8j/p5YnoZCNAB9A5P01YK9FgbLz2z1H5mNag1buYkMc9h1zpp502FAJKaCRF1E1L36G114
7hsU06AD8BAhJWmWURk57qakSP+cwA/FKCLX0T3M79uA7B1T3Jre1tu055yuu7drrs3alUCQz207/fruu5e3866bc1C5399af+3Q1D8
QAbIGpMIGaBqkqk1G5h8BCQngWmYhGdYV88PQAQ/BAQ0AqgH8GALU1QQM9QCCG4QUPBm8BgrBgrF0QzDAJ80gWVHREERfEgHf1b
Wyz21kxkxLZ0VZ1JUM91v2V1aG9vay1zAmBzD51cm52Gf87M1u0Vhcmf8u9ucsh0GZcmhY28u0u0CYQV9RT8A1u0A0Bqkqk1G0h0B
QfAA0Cg1J9vJmJc0gPRMqZ5u1d21smv9M1p28776078qec3W5/KCFR6GfT0d69z25/6yY3JaaZ+d8uclHYSzWgtpVUQZ6etD1
+1xvY17llm0f150H9du0NChXkP0100D6Zakz1b2+UEAS1MPCBOydoafBofgUCTN2YwCNP6Lq11a1f4p0QVeh5Ck0K5ASmhu07818915A
KolsY49ZAF5XkGg3M9B8u1zbpQf7uSHS8637bsCG016F7AZVY5GVLZcm4Bk818Ygh57+k/H6D67y148Ng6B/
+g8ETm8R0C1M3zUAD0A2zcFgh9Pv6Z1dvwj/fru6G268T0w0T7Xc37c0K01smv9B2P9
93p0h1wqBqkG6n51HuB9S3V1uQ58041X6d/mc0Ksc0730M0L0c0b4L6FmC1/GkscP2BUIH584gaRQ11YDgVhndj9exJh8qC/4f0Xb01Q2T
34m01C9k1kgTX1W26Ka7C1UXZ8GVZfZDPrccMj110u0P3Zhg18qMg1V1M8Kcel2Jk3fFxe19AKand11m+
7p1c0HtL18mwa0HcFF508aqQv7Hf4R180gZmets0h455y9884K0G7o1Z5rQv0Eg8152oXN9h4Yze0B0GDC056u7uh=
-----END CERTIFICATE REQUEST-----
```



Previous



4. Download CER file from DIP

The Certificate Admin will be presented with a list of certificates associated with the organisation and can DOWNLOAD the ACTIVE certificate.

1. The list of your available certificates are displayed within Market Participant menu
2. Click 'Certificates' tab and check certificate is ISSUED
3. Click [Download](#) to utilise the new ISSUED certificate.

ELEXON
Data Integration Portal

MARKET PARTICIPANT ORGANISATION

Elexon Flex Limited

You can view your organisation details below. Please ensure that you keep this information accurate and up-to-date.

CD Request DIP Connection Provider Status

Company Number	Role Codes	DCP Status
16076976	SUP, REGS, SDS, ADS, MSS, LDSD, MAP	Disabled

Description
Home of the DIP Manager and test harnesses

Whitelisted Domains
elexon-flex.com
cgl.com

DIP IDs Members **Certificates**

Currently Active Certificates

You can view the status of your current active certificates below. Please ensure that you keep this information accurate and up-to-date.

Certificate Serial Number	Status	Created Date	Expiry Date	Created By	Common Name	Type	Reissue	Download	Revoke
011F74952A3EB69D3A2F6DDAF2EC669	ISSUED	2025-03-18	2026-03-25	robert.golding@elexon-flex.com	energydip-nonprod.2069.elexon-flex.com	mTLS & Signing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Certificates History

Certificate Serial Number	Status	Created Date	Expiry Date	Created By	Common Name	Type
012EF1678B290AD2F812F6FBD4C388F	REVOKED	2025-03-18	2026-03-20	robert.golding@elexon-flex.com	energydip-nonprod.2069.elexon-flex.com	mTLS & Signing

Certificate Information

Windows does not have enough information to verify this certificate.

Issued to: GLOBALSIGN TEST CERTIFICATE - FOR TESTING PURPOSES ONLY

Issued by: GlobalSign Non-Public HVCA Demo

Valid from 07/09/2023 to 06/12/2023

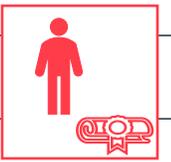
Install Certificate... Issuer Statement

OK

Field	Value
Serial number	01915bbfc28504de8036f8116...
Signature algorithm	sha256RSA
Signature hash algorithm	sha256
Issuer	GlobalSign Non-Public HVCA D...
Valid from	07 September 2023 12:53:58
Valid to	06 December 2023 12:53:58
Subject	GLOBALSIGN TEST CERTIFICA...
Public key	-----BEGIN PUBLIC KEY-----

Edit Properties... Copy to File... OK

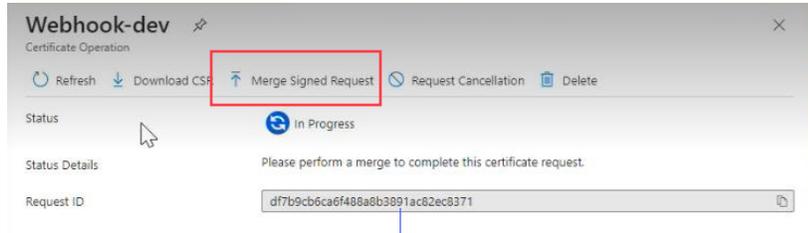
Open the downloaded Certificate file and Click 'Details' Tab.
Check validity by comparing **Serial Number** matches.
Check **Subject** is as expected.



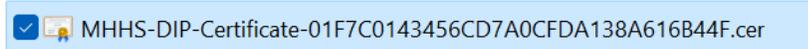
5. Merge CER & KEY file to generate PFX certificate (AKV version)

Final stage of the process must be conducted within the Certificate Generation tool chosen earlier

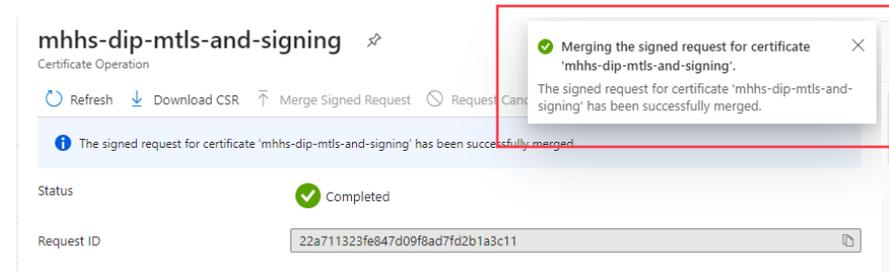
1. Select menu option 'Merge Signed Request'



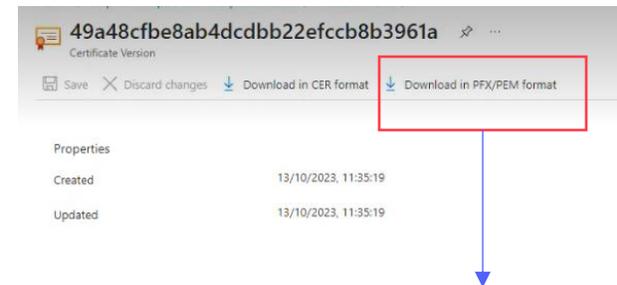
Select the FILE downloaded from the DIP Portal
(a .cer file – example shown below)

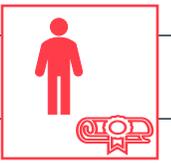


2. A 'toast' pop-up will confirm the merge was successful



3. The certificate must now be downloaded as a PFX WITHOUT Password. Select the certificate and choose 'Download in PFX/PEM Format'





5. Merge CER & KEY file to generate PFX certificate (OpenSSL version)

To generate the PFX file :

1. Enter the command OpenSSL command:

```
openssl pkcs12 -export -out mtlscert.pfx -inkey mtlscert.key -in mtlscert.cer  
-password pass:
```

2. This will merge the CER and KEY generate a PFX file

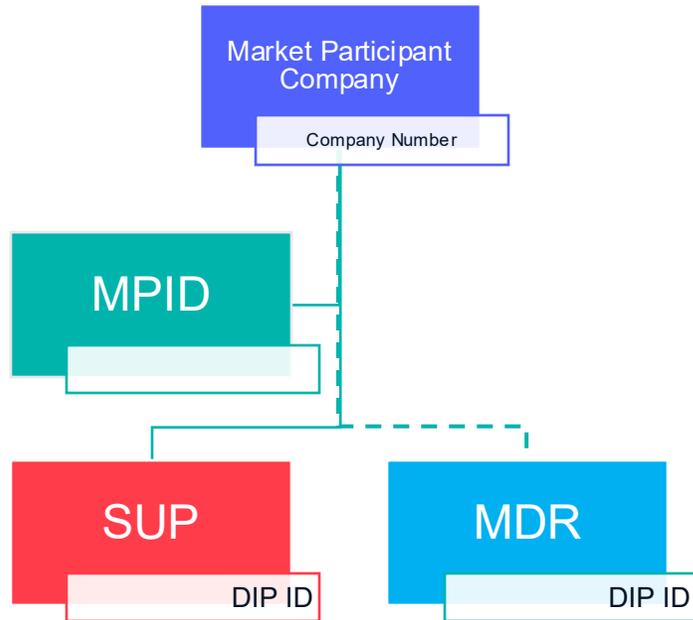


Step 5- Setting up DIP IDs

Background – DIP Roles

Role ID	DIP Active	Requestable role	Service Name	Market Segment/Role	Market Participant Role
MSA	*	✓	Metering Service (Advanced)	Advanced Market Segment	T
ADS	*	✓	Advanced Data Service		O
MSS	*	✓	Metering Service (Smart)	Smart and Traditional (non-Smart) Market Segments	S
MRS			Metering Reading Service		6
SDS	*	✓	Smart Data Service		N
SMSO	¥	✓	Smart Meter System Operator		
MDR	\$	✓	Meter Data Retrieval Service		
UMSO	*	✓	Unmetered Supplies Operator Service	Unmetered Supplies Market Segment	3
UMSDS	*	✓	Unmetered Supplies Data Service		Q
MDS	*		Market-wide Data Service	BSC Central Settlement (CS)	n/a
LSS	*		Load Shaping Service		n/a
ISD	*		Industry Standing Data		n/a
VAS	*		Volume Allocation Service		n/a
REGS	*	✓	Registration Service		Registration
SUP	*	✓	Supplier	Supplier	X
MAP	¥	✓	Meter Asset Provider		8
LDSO	*	✓	Licensed Distribution System Operator (IDNOs & DNOs)	Distribution Network Operator	R
EES	*		Electricity Enquiry Service	RECCo	L
\$ - MDR has the option to use the DIP for message exchange					
¥ - MAP & SMSO roles do not participate in message exchange in the DIP					

Market Participant Data Setup - Supplier



All the data required for each Market Participant on-boarding onto the UIT environment has been set up in advance.

Each Supplier requires a DIP Id for each of the MPIDs they are qualifying

Optionally each Supplier will need to understand their MDR status.

Suppliers and Smart Data Services Participants have choices about how to operate the MDR function within the MHHS Design.

Depending on how Suppliers and Smart Data Services intend to use the MDR function, this may involve some additional DIP Onboarding steps for how to set up the MDR Market Role.

Note - *the DIP has separate DIP IDs that need to be set up and configured to support the use of the MDR function*

The 'MDR' Market Role Participant details are used for two (2) purposes within the MHHS design

1. Registration Process (Mandatory)

- MDR identity details are used for populating data items within Registration DIP messages to ensure that every MPAN has a registered MDR Participant with the Registration systems for external party validation purposes (e.g. DCC).

2. Sending / Receiving DIP messages (Optional)

- MDR Participants using the MDR DIP Market Role wish to 'opt-in' and use the optional DIP messages introduced under CR-023 – Standardisation of Interfaces within the SDS

For example,

- *Where the Supplier intends to appoint themselves as an MDR for each MPAN and continue to collect consumption and generation data via the DCC using their existing Supplier User Roles then an additional separate DIP ID will be required to be set of for the DIP Market Role of 'MDR'*
- *If the Supplier, using its MDR function, also wishes to use the optional DIP messages introduced under CR-023 – Standardisation of Interfaces within the SDS to send / receive DIP messages (IF-061 to IF-065 messages) then this is an extra configuration required within the DIP to create a SDS to MDR Pairing.*



Create a new DIP Id:

HOME MARKET PARTICIPANT ORGANISATION MESSAGE CHANNELS MESSAGES PERFORMANCE

Elexon Flex Limited

You can view your organisation details below. Please ensure that you keep this information accurate and up-to-date.

[Request DIP Connection Provider Status](#)

Company Number	Role Codes	DCP Status
16076976	SUP, REGS, SDS, ADS, MSS, LDSO, MAP	Disabled
Description		
Home of the DIP Manager and test harnesses		
Whitelisted Domains		
elexon-flex.com		
cgi.com		

[DIP IDs](#) [Members](#) [Certificates](#)

[+ Create New DIP ID](#) [Filter](#)

You can view the status of your DIP IDs below. Please ensure that you keep this information accurate and up-to-date.

DIP ID	DIP Role Code	MPID	MP Role Code	DCP Organisation	DCP ID	Effective From Date (MPR)	Effective To Date (MPR)	Actions
119100001	ADS	DMXX	O	Unassigned	N/A	2025-01-30	2030-01-01	Edit Delete



Select DIP ID to administer:

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[HOME](#) | **MARKET PARTICIPANT ORGANISATION** | [MESSAGE CHANNELS](#) | [MESSAGES](#) | [PERFORMANCE](#)

Big Energy Company

You can view your organisation details below. Please ensure that you keep this information accurate and up-to-date.

Company Number 2242424	Role Codes SUP, VAS	DCP Status Active
Description new one		
Whitelisted Domains sit.testmp.co.uk, live.co.uk, esgglobal.com		

DIP IDs | [Members](#) | [Certificates](#) + Create New DIP ID | ▼ Filter |

You can view the status of your DIP IDs below. Please ensure that you keep this information accurate and up-to-date.

DIP ID ▼	DIP Role Code	MPID	MP Role Code	Effective From Date (MPR)	Effective To Date (MPR)	Actions
1086576131	VAS	ABCD	n/a	2024-07-15	2025-07-15	Edit Delete
1494431682	SUP	RDG1	X	2024-07-04	2025-07-04	Edit Delete

Showing items 1 - 2 of 2 | Show 10 | All ◀ 1 ▶



1. Nominate DCP
2. API Keys
3. Add Member



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 Data Integration Portal

UU

HOME
MARKET PARTICIPANT ORGANISATION
MESSAGE CHANNELS
MESSAGES
PERFORMANCE

Market Participants > Big Energy Company > **DIP ID 1494431682**

DIP ID: 1494431682

➔ Nominate DIP Connection Provider

Details

Company Number	MPID	Market Participant Role Code	DIP Role Code	DIP ID	Effective From Date (MPR)	Effective To Date (MPR)
2242424	RDG1	X	SUP	1494431682	2024-07-04	2025-07-04

API Keys
 Primary Key

e680f728ef36471f90baa23d09056791

Show
Copy
Regenerate

428c7b7408994c80807d8ecc5bb8e85c

Show
Copy
Regenerate

Interface Configuration

Please select an interface to configure for this DIP ID

Interface ▼

+ Add Member

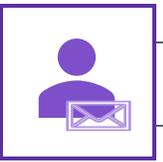
Filter
Search

First Name ▼	Last Name	Email	Role	Actions
Edward	Bowyer	edwardkbowyer@live.co.uk	MP User Admin MP Message Admin MP Certificate Admin MP Analytics Reader	Offboard
User	Eleven	user11@sit.testmp.co.uk	MP User Admin MP Message Admin MP Certificate Admin MP Analytics Reader	Offboard

Showing items 1 - 2 of 2 | Show 10 | All

<
1
>

Step 5 – Nominate a DCP for a DIP ID



DIP ID	DIP Role Code	MPID	MP Role Code	Effective From Date (MPR)	Effective To Date (MPR)	Actions
1252210018	MSA	QAWD	T	2024-06-24	2025-06-24	Edit Delete

1

Identify the DIP ID you wish to nominate a DCP for and click it. This will take you to the DIP ID details view.

Click the 'Nominate DIP Connection Provider' button.

Market Participants > Smart Energy > DIP ID 1252210018

DIP ID: 1252210018

Nominate DIP Connection Provider

Details

Company Number	MPID	Market Participant Role Code	DIP Role Code	DIP ID	Effective From Date (MPR)	Effective To Date (MPR)
232424	QAWD	T	MSA	1252210018	2024-06-24	2025-06-24

Interface Configuration

Please select an interface to configure for this DIP ID

Interface:

Members

First Name	Last Name	Email	Role	Actions
Cert	Admin	certadm@mailinator.com	MP Certificate Admin	Offboard
User	Admin	useradmin1@mailinator.com	MP User Admin	Offboard

2

Nominate DIP Connection Provider for DIP ID 1252210018

Market Participant:

DIP ID:

Whitelist DCP's domains?

This will allow you to invite members of the DCP organisation into yours and assign them roles

[Cancel](#) [Nominate](#)



3

Nominate DIP Connection Provider for DIP ID 1252210018

Market Participant:

DIP ID:

Whitelist DCP's domains?

This will allow you to invite members of the DCP organisation into yours and assign them roles

[Cancel](#) [Nominate](#)

Your desired DCP should have already created a DCP ID in the portal and shared it with you. Select your desired DCP from the Market Participant field and then the DCP ID they have shared with you.

You must also tick the 'Whitelist DCP's domains' if you intend to add DCP users as members of your organisation to allow them to perform administration tasks, for example create certificates or generate API Keys. Please note, if you do not see your desired DCP listed, please ask them to create a new DCP ID for you.

Once happy with the nomination details, click the nominate button.



Section 6- Message Channel Set-up

Section 6 – Message Channel Setup



Market Participants > Big Energy Company > DIP ID 1494431682

DIP ID: 1494431682

➔ Nominate DIP Connection Provider

Details

Company Number	MPID	Market Participant Role Code	DIP Role Code	DIP ID	Effective From Date (MPR)	Effective To Date (MPR)
2242424	RDG1	X	SUP	1494431682	2024-07-04	2025-07-04

API Keys

Primary Key

Show Copy Regenerate

Secondary Key

Show Copy Regenerate

Interface Configuration

Please select an interface to configure for this DIP ID

Interface

- IF-001 - Not configured
- IF-002 - Not configured
- IF-003 - Not configured
- IF-004 - Not configured
- IF-006 - Not configured

➕ Add Member
▼ Filter

Email	Role	Actions
edwardkbowyer@live.co.uk	MP User Admin MP Message Admin MP Certificate Admin MP Analytics Reader	■ Offboard
User	MP User Admin MP Message Admin MP Certificate Admin MP Analytics Reader	■ Offboard

Showing items 1 - 2 of 2 Show 10 | All

1

Section 6 – Message Channel Setup



MHHS PROGRAMME | ELEXON Data Integration Portal

HOME | MARKET PARTICIPANT ORGANISATION | MESSAGE CHANNELS | MESSAGES | PERFORMANCE

Market Participants > Big Energy Company > DIP ID 149431682

DIP ID: 149431682 Nominate DIP Connection Provider

Details

Company Number	MPID	Market Participant Role Code	DIP Role Code	DIP ID	Effective From Date (MPR)	Effective To Date (MPR)
2242424	RDG1	X	SUP	149431682	2024-07-04	2025-07-04

API Keys

Primary Key: Show Copy Regenerate

Secondary Key: Show Copy Regenerate

Interface Configuration

Please select an interface to configure for this DIP ID

Interface:

Publication Configuration

The Publication endpoint is where you receive messages sent to you from the DIP and is configured specific to each DIP ID

Publication URL:

Max Message Count:

Max Payload Size Kb:

Opt Out Preferences

Providing the ability to selectively Opt-Out of receiving messages for specific Event Codes on Interface IF-001 for this DIP ID

Select Event code:

Event Code
[InitialRegistration]

Preference	Time Range	Description
<input checked="" type="checkbox"/>	N/A	N/A

It is not currently possible to Opt Out of [InitialRegistration] on Interface IF-001 for SUP DIP IDs.

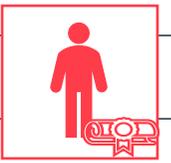


You have successfully onboarded
to the DIP



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Adding GlobalSign Admins



Guidance for Certificate Admin

Up to this point in the process, the Certificate Admin has been responsible for the vetting process and completion.

At this point of the process you may wish to assign additional Cert Admins to complete the upcoming sections as more technical knowledge is required to complete the next onboarding steps. Please note, this could be someone from the DCP or a 3rd Party technical Person.

As well as adding the Cert Admin to the DIP they should also be added as a new User Admin within GlobalSign. See next page for details.

Please Note:

Additional Cert Admins are not mandatory at this point – you can continue through the process should you wish. If you decide to not add a new Cert Admin please ignore the next slide.



Assigning a new Cert Admin to GlobalSign Atlas account

Account Settings

Account Users Email History

Hide my disabled users [ADD AN ATLAS ADMIN USER](#)

First Name	Last Name	User Type	User Status	Email Address	Mobile Phone N...	Primary Contact	Actions
David	Gardiner	Admin	<input checked="" type="checkbox"/> Enabled	d.gardiner@avanade.com	0044 7789 6462...	<input type="radio"/>	

Rows per page: 10 1-1 of 1

Click the profile icon in the top-right corner. Select 'Account Settings' and then 'Users' to obtain the new user ADD screen

Account Settings

Account Users Email History

Hide my disabled users [ADD AN ATLAS ADMIN USER](#)

First Name	Last Name	User Type	User Status	Email Address	Mobile Phone N...	Primary Contact	Actions
David	Gardiner	Admin	<input checked="" type="checkbox"/> Enabled	d.gardiner@avanade.com	0044 7789 6462...	<input type="radio"/>	

Rows per page: 10 1-1 of 1

Select 'Add an Atlas Admin User' and add your new Cert Admin to the account.

This will result in a 'New User Registration' email being sent to that person.

Other resources

A full interactive demo of the on-boarding process can be found:

<https://www.youtube.com/watch?v=8K3fWSJFv0k>



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Promotion to Production

Promotion to Production

Will the subject of a later presentation:

Thank you