EUROPEAN COMMISSION
DIRECTORATE-GENERAL FOR MOBILITY AND TRANSPORT

SRD - Shared Resource Directorate
SRD.2 - Information management and systems

Buyer (accept/reject) Transaction

(Liquid fuel value chain)

Summary of changes:

Version	Date	Created by	Short Description of Changes
1.0	05/04/2023	SRD UDB Team	1St Draft version of the document

Contents

1. Buyer Transactions Overview

Accepting/rejecting Seller Transactions in UDB as a buyer is the responsibility of the EO LeadUser/EO user.

An Economic Operator as a buyer can accept or reject trade details from another economic operator acting as a (Seller) in UDB.

i. What are the pre-conditions for Buyer transactions?

- The Economic Operator can be one with certificates (fully onboarded on UDB) or without certificates (Not onboarded on UDB). The difference between an EO with certificate & EO that is not registered on UDB is the mass-balance is not maintained for the EO not on UDB. Therefore, an EO will be able to register a trade transaction for a non-registered EO by giving the details of NTRID, country & delivery site (optional)
- A transaction must have been initiated from a corresponding economic operator (in the case the "Seller") which requires action from the buyer.

2. How to use the Buyer (accept/reject) transaction feature

There are several use cases associated with the Buyer transaction process. These are shown in the diagram below and then further described:
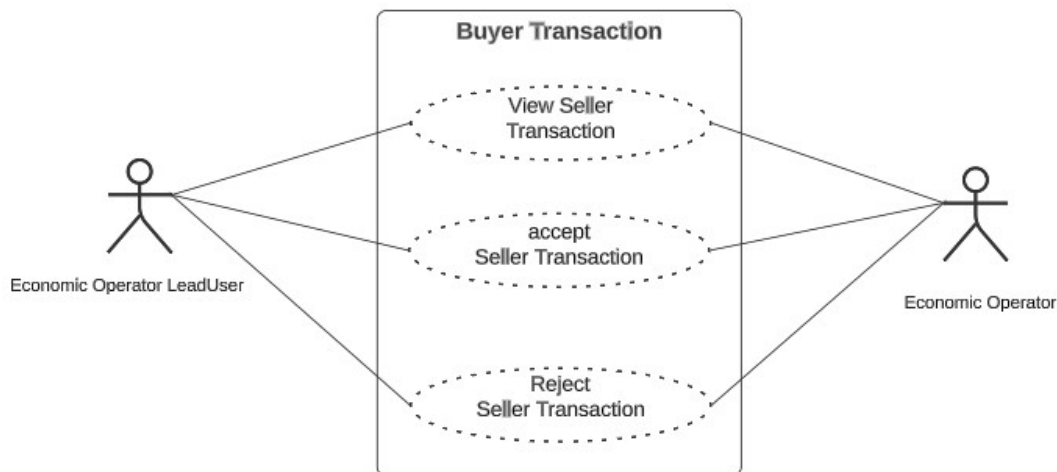

Fig 1. Buyer Transaction Flow

View Seller Transaction
Actor(s): - EO LeadUser, EO User

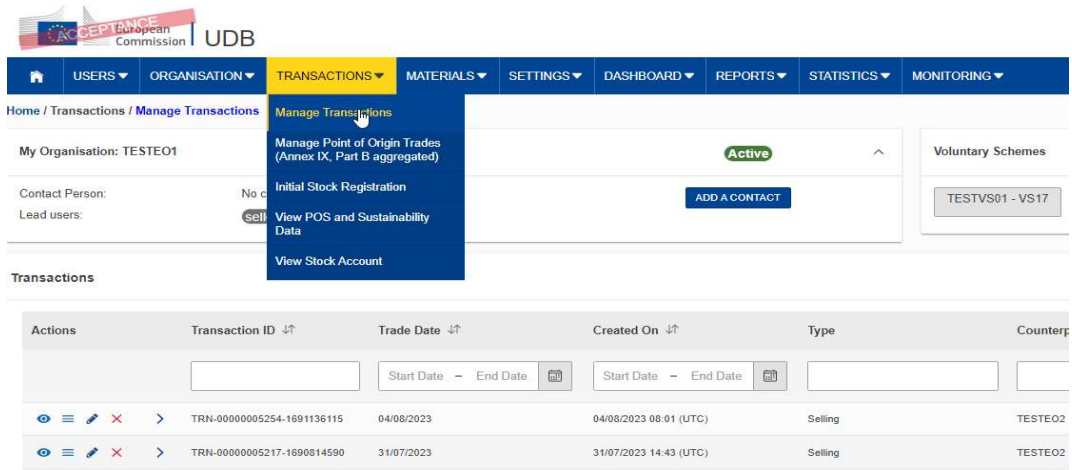Under the 'TRANSACTIONS' menu, the user clicks on 'Manage Transactions".

Fig 2. Transaction List

In this section, in the table below the User can view on the pending transaction by clicking on the "View" icon. Clicking on this displays the transaction details.
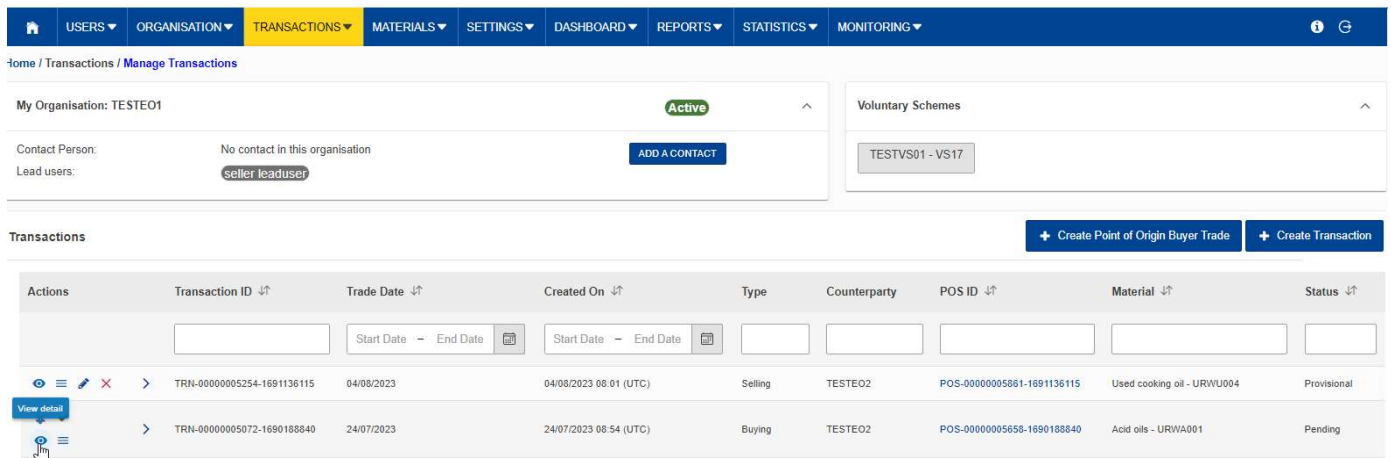

Fig 3. View "Seller" Transaction

Accept Seller Transaction

Actor(s): - EO Lead User, EO User

Under the 'TRANSACTIONS' menu, the user clicks on 'Manage Transactions" and clicks on the 'confirm/reject transaction' icon.

Fig 4. Accept "Seller" Transaction

This opens the "confirm / reject" Transaction section. This are prefilled with the transaction details as filled in by the seller.

Fig 5. Accept "Seller" Transaction

All fields are **read only** apart from the "Place of Delivery" and "Delivery Date". If this was not filled in by the seller, the buyer will need to input the details before the transaction can be accepted.

The fields details are explained in the table below:

Field Name	Description
Seller*	The entity initiating the transaction – auto filled with Seller details
Buyer*	The customer who the transaction is sent to – dropdown list

User must enter at least 3 characters for the organisation list to be loaded. |
| Registered Certificate* | The seller's registered certificates – dropdown list

(Only one can be selected per transaction and must be valid for the trade date) |
| Company Reference* Number | Internal number used to reference activities/transactions/trades etc |
| Trade Date* | Date of Trade – can also be the invoicing date of the consignments (i.e., EO can group consignment of multiple shipments that have the same characteristics). |
| Place of Loading* | The site/place at which the material is to be loaded to send to the buyer – dropdown list.

The seller can only select one place of loading per transaction |
| Loading Date* | The date of loading |
| Place of Delivery | Site/place where the material is to be delivered to the buyer

It is not mandatory for the seller to provide this during a seller transaction, but the Buyer will need to fill in the place of delivery details before the trade can be accepted |
Delivery Date	The date of delivery of the consignment(s)
Material*	Material – the available material will be those in the mass balance of the seller with quantities greater than/not equals to zero
Material Annex* Reference	The location in the annex where the material is referenced – auto filled as soon as the material is selected
Selected Material Meta Data*	The meta data of the consignments (e.g., GHG emissions, country of origin etc).

* **Indicates mandatory fields**

If the user decides to accept the transaction, a pop-up message is shown to the user for confirmation. Once the transaction is confirmed, the status of the transaction changes to "Accepted" from "Pending" and a notification is sent out to the Seller.

Reject Seller Transaction

Actor(s): - EO Lead User, EO User

Under the 'TRANSACTIONS' menu, the user clicks on 'Manage Transactions" and clicks on the 'confirm/reject transaction' icon.

This opens the "confirm/reject" Transaction section. This are prefilled with the transaction details as filled in by the seller.

If the user decides to reject the transaction, a pop-up message is shown to the user to select the reason for the rejection and provide additional comments if required. Once the rejection is confirmed, the status of the transaction changes to "Rejected" and a notification is sent out to the Seller.
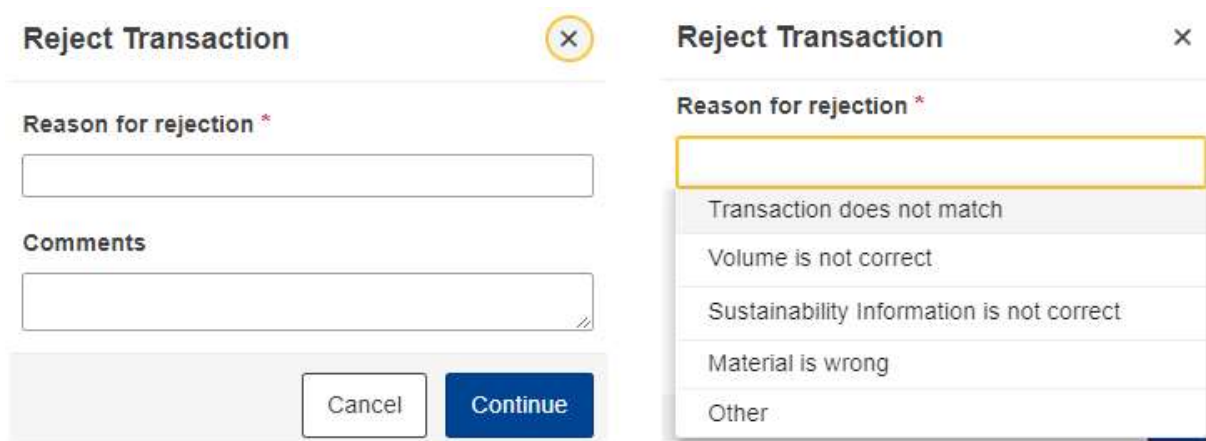

Fig 6. Reject "Seller" Transaction

3. FAQS

Question	Answer
How to manage the differences in quantities between the departure and arrival weighbridge? How to manage the contracts in m3 but which are converted into tons in the mass balance? How to manage the rounding which are not necessarily the same between operators?	Normally losses due to transportation & storage will be allowed to be adjusted. This feature will be allowed in the future. Meanwhile it is at the discretion of the buyer to accept the trade transaction. Considering on UDB the trade transaction is for the sale of a consignment that could be shipped in multiple consignments on different dates, what matters is the invoiced stocks that are eventually shipped.
Accept / reject transaction: how are we informed of the buyer or seller's actions? Is there a notification system?	The feature for auto notification is in progress. The Buyer can see all transactions (accepted, rejected, pending etc.) once they log onto UDB and navigate to the manage transactions section.

How to manage errors in the shipments (bad handling)	In case of errors in volumes, units & other details, the transaction can be rejected by Buyer in order to correct the same transaction by seller. Delivery site can also be updated by the buyer subsequently without rejecting the transaction. GHG Emissions can be updated until the end of Mass-balance period or mandatorily before the consignment is sold.
Time to declare the transaction: The transactions must be in the mass balance only if we have the information relating to the SOP (up to 20 working days after deliveries) to which it is necessary to add 5 days to declare the transaction in the UDB (time of update of our systems and seizure in UDB)	A seller cannot register a trade on UDB without the PoS details being filled out. i.e., A buyer cannot recognize this transaction in their mass-balance if the trade transaction is not registered by Seller on UDB. It is in their mutual interest to do so at the earliest. i.e., within the mass-balance period.
When traders purchase mix fuels (diesel with biodiesel and gasoline with bioethanol), how should they declare their quantities? - What information should be registered with 72 hours? (Quantity, raw material, country of origin?)	- Biofuel is produced based on certain inputs that are supplied from a certified trader etc. Only these quantities can be used for conversion to biofuel – Assuming we are referring to conversion of materials to biofuel, then the quantity, raw materials are applicable. Country of origin is traced by UDB automatically for consignments being converted.
We have taken note that the first gathering point/trader will have 72 hours to send us its batch of raw materials on the platform: This is 72 hours from the date of invoice -Do we also have 72h to accept it?	Yes, this would also apply for Accept & Rejection of transactions.
Once a transaction is accepted, can changes be made?	No, this will then need to be a corrective procedure, however a buyer can reject the trade so that the seller can correct it.
-If the deliverer does not use the tool, what happens?	It is the seller's responsibility to register. Otherwise, such consignments are not recognized on UDB
Who is responsible if the accepted value is wrong?	The Seller is responsible to register the trade transaction. Buyer has the option to accept or reject. Seller can correct the information before resubmitting
Regarding points of origin, do we have to register all our sustainable grain suppliers?	YES, since the 1st gathering point will have to register the transactions and encode a point of origin. Nevertheless, the points of origin are not supposed to register transactions
What types of transactions should be filled out (all sales and purchases)? Are internal transfers and productions excluded?	Any transfers to a site that is listed in the certificate is to be included. UDB only recognizes sites & not storage tanks etc. Processing & Production is to be recorded under material conversion.
What is the periodicity of entering the transactions?	There is a delay of several days between the transaction and the POS. Transactions have to be registered within 72 hours of traded date/shipment. PoS can be updated later but before the end of mass-balance period. A stock cannot be registered for sale to buyer on UDB if the PoS is not up to date.