

United Kingdom Emissions Trading Scheme

Offshore Petroleum Regulator for Environment & Decommissioning

Department for Energy Security and Net Zero

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July 2023

Migration from ETSWAP to METS (Manage your UK Emissions Trading Scheme Reporting Service) - Go Live 31<sup>st</sup> July 2023

### **Onboarding invitations**

Your nominated primary contact will receive an invitation on or shortly after the 31st of July 2023 to claim their account from METS and be onboarded as a user. That contact will also be a 'seed' by inviting additional contacts within their company to be users as well.

#### **Important**

If you are the primary contact / 'seed' user for a number of UK ETS permitted installation accounts, you must open <a href="mailto:each email">each email</a> and claim that account that you receive from METS to ensure you have claimed all of your installation accounts. One email per installation will be sent to you from METS. Should only one email and account be claimed you will only be able to access that account associated with that email. Where there is regulatory overlap of offshore and onshore installations, you <a href="mailto:must also claim those accounts as well by following the link from the invitation email">must also claim those accounts as well by following the link from the invitation email. You only need to setup a password once, and as each account is claimed, after claiming the account, the OPRED migration team will activate your account. The process is in place for IT security reasons.

Remember you should claim your account within **72 hours** of receipt of your invitation email. Instructions on how to claim your account was sent out in our previous <u>communications</u> including webinars showing you how to set up your account and two factor authentication.

If the account is not claimed within 72 hours of the invitation email being sent from METS, we will be issuing a further invitation at a later date. If you do not receive an invitation by the middle of August 2023, please contact OPRED at <a href="mailto:opred@energysecurity.gov.uk">opred@energysecurity.gov.uk</a> to request an invitation email.

#### Once you have access

Once your account has been made active in METS by the OPREDs migration team, you will be able to access your dashboard. Once active, we strongly advise that seed users add additional users to ensure business continuity, third party users could also be added. From there you will be able to look at your migrated installation accounts in METS.

Our last <u>communications</u> provided information about what was going to be migrated from ETSWAP to METS.

The following link provides an overview of the dashboard and navigating your way around METS.

Using the dashboard, account search, user, and task management

Once you are familiar with METS you can initiate tasks such as notifications and variations.

# **Key future dates**

Another METS release is due later in Q3 with additional features and further communications will be made in due course.

# **Guidance and support**

<u>Further guidance and supporting information</u> Manage your UK ETS reporting service guidance.

Guidance on finding contact details for the UK ETS regulators, information on important legislation for the reporting service and supporting guidance on GOV.UK.

### **METS OPRED Helpdesk**

A helpdesk is set up to assist users with onboarding and other queries. Please contact opred@energysecurity.gov.uk for assistance if required.