

Energy Trading System (ETS) Training Environment Application



G

Step 1

Please fill in the information below for each individual at your organization who requires a training digital certificate to access the Energy Trading System training environment. This form must be submitted to cert.admin@aeso.ca by the Corporate Contact listed on the [Pool Participant List](#).

Applicant Information for Training Digital Certificate

First Name: _____ Training: TRAINING

Participant ID*: _____ Last Name: _____

*If you are unsure of the Participant ID, use the [Pool Participant List](#) as a reference.

Position/Department: _____

Email Address: _____

Participant Information for Training Digital Certificate

Participant Company Name: _____

Authorized by (Participant's Corporate Contact): _____

Email Address: _____

N

I

N

A

Step 2

Once the participant's corporate contact has authorized the request, the applicant must apply online for a training digital certificate via the following web site:

<https://pki.symauth.com/certificate-service/?ac=790858&pf=2.16.840.1.113733.1.16.1.2.3.1.1.256001160>

The Certificate name must follow the following naming convention using the information in the first section above: <First Name> TRAINING <Participant ID> <Last Name>

Please note you *must* use the same browser on the same computer to enroll and install your training digital ID. Upon verification of enrolment information and request granted by the Digital Certificate Administrator, you will receive an email from DigiCert with instructions on how to 'Pick-Up' and 'Install' your training digital ID.

For security integrity, training digital certificates **require renewal** on the anniversary date of the installation. DigiCert will automatically notify you one week prior to the annual renewal date. **Please note**, any changes to the applicant's original information (i.e., email address, name, computer changes) may result in the applicant needing to obtain a new training certificate. It is the participant's responsibility to send these changes to cert.admin@aeso.ca to verify whether a new training digital certificate is required.

R

T