



POWER OF CHOICE IMPLEMENTATION PROGRAM

INDUSTRY ACCREDITATION AND REGISTRATION PLAN
(VERSION 0.1)

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VERSION RELEASE HISTORY

Version	Date	Summary of Changes
0.1	06/02/2017	Working first draft for discussion with the POC-RWG on 13/02/2017



EXECUTIVE SUMMARY

The Australian Energy Market Operator (AEMO) and industry are currently implementing a major electricity retail market reform package, commonly referred to as the Power of Choice (POC) reforms.

The POC reforms originate from the Australian Energy Market Commission's (AEMC) POC Review. Following publication of the Review's final report in November 2012, several related energy market rule changes, reviews and expert advice have been completed or are under development. The rule changes, which "go-live" on 1 December 2017, have amended and/or imposed new regulatory obligations on certain National Electricity Market (NEM) stakeholders.

For AEMO and NEM participants, this has prompted a major implementation work program to amend and/or create NEM procedures, business systems and supporting processes in preparation for the "go-live" date for the revised market arrangements. AEMO is playing a key coordination role in this work, in collaboration with its industry working groups, to ready industry and itself for the "go-live" date.

AEMO's POC Implementation Program covers procedural, technical and readiness work streams. The readiness work stream is responsible for developing AEMO's Market Readiness Strategy, where "market readiness" refers to the successful implementation of all necessary activities by AEMO and NEM participants required for a seamless transition to new procedural arrangements from the "go-live" date for the POC reforms.

As referenced in the Strategy, a key component of market readiness is the **accreditation and registration phase** – the period where NEM participants will fulfil their new or amended accreditation and registration obligations.

This paper sets out AEMO's draft Industry Accreditation and Registration Plan for discussion with, and feedback from, industry stakeholders. AEMO will subsequently re-issue a final version of the Plan to industry stakeholders to inform their own organisational readiness programs.

The purpose of the Accreditation and Registration Plan is to outline the process and timelines for how NEM participants will undertake accreditation and registration activities. At a high level, the Plan sets out:

- A high-level summary of the changes in accreditation and registration requirements for each NEM participant.
- Key dates and milestones during the accreditation and registration phase.
- Reporting and monitoring during the accreditation and registration phase.

This paper is structured as follows:

- Chapter 1 introduces the purpose, scope, and approach to the development, of the Industry Accreditation and Registration Plan.
- Chapter 2 details the key dates and milestones of the accreditation and registration phase.
- Chapter 3 summarises the changes in accreditation and registration obligations for NEM participants.
- Chapter 4 details the accreditation phase for Meter Service Providers (MPs and MDPs), Embedded Network Managers (ENMs) and the registration phase for Metering Coordinators (MCs).
- Chapter 5 details the accreditation phase for B2B e-Hub Participants.



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1. INTRODUCTION

This chapter presents background information on AEMO's POC Implementation Program, and sets out the objective, purpose, scope and approach to the development of the Industry Accreditation and Registration Plan.

1.1 AEMO's POC Implementation Program

The objective of AEMO's POC Implementation Program is to design and implement the required changes to electricity metering, retail market arrangements and infrastructure to give effect to rule changes arising from the POC Review.¹

To facilitate implementation of the Program, AEMO has established three work streams:

- Procedure Development – to define the required changes to electricity retail market procedures;²
- Technical Development – to design, develop, implement and test changes to AEMO's retail market systems; and
- Market Readiness – to coordinate, assist and prepare NEM participants and AEMO for the start of the revised market arrangements, and to monitor and report on the preparation efforts.

This paper only considers matters that relate to **Accreditation and Registration** under the Market Readiness work stream. Further information on the Program, including past industry meeting papers, is available on the POC section of AEMO's website.³

1.2 Definition of accreditation and registration

Throughout this document, "accreditation and registration" refers to the accreditation and registration qualification processes administered through AEMO.

Accreditation refers to the qualification process for:

- Metering Services Providers (Metering Providers and Metering Data Providers) and Embedded Network Managers that enables **accreditation and registration** to be achieved.⁴
- B2B e-Hub Participants that enables **accreditation** to be achieved.

Registration is the process that applicants undertake to become **Registered Participants** in the NEM.

1.3 Industry Accreditation and Registration Plan

A key document under AEMO's Market Readiness Strategy is this Industry Accreditation and Registration Plan. The objective, purpose and scope of this plan is set out below.

1.3.1 Objective of the Industry Accreditation and Registration Plan

The objective of the Accreditation and Registration Plan is to facilitate and coordinate the accreditation and registration activities of NEM participants to ensure that all participants fulfil their new or amended obligations by the "go-live" date.

¹ See AEMC website, <http://www.aemc.gov.au/Major-Pages/Power-of-choice>.

² AEMO has established a Power of Choice (PoC) Working Group to assist in progressing the PoC program of work and deliverables, for Terms of References see AEMO website, <http://www.aemo.com.au/About-the-Industry/Working-Groups/Retail-Meetings/Power-of-Choice>

³ See AEMO website, <http://www.aemo.com.au/About-the-Industry/Working-Groups/Retail-Meetings/Power-of-Choice>.

⁴ Note that while Metering Providers, Metering Data Providers and Embedded Network Managers are not Registered Participants in the NEM, they are required to be accredited and registered by AEMO and are deemed to be Registered Participants for particular Rules clauses.



1.3.2 Purpose of the Industry Accreditation and Registration Plan

The purpose of the Industry Accreditation and Registration Plan is to set out a plan for managing, coordinating, monitoring and reporting on NEM participants' accreditation and registration activities.

AEMO will develop an Accreditation and Registration Plan that will outline the process and timelines for how NEM participants will undertake accreditation and registration activities, including:

- Approach and timeline to develop the Accreditation and Registration Plan.
- A high-level summary of the changes in accreditation and registration requirements for each NEM participant.
- Key dates and milestones during the accreditation and registration phase.
- Reporting and monitoring during the accreditation and registration phase.

1.3.3 Scope of the Industry Accreditation and Registration Plan

The following POC related rule changes are relevant to this Industry Accreditation and Registration Plan:⁵

- Expanding Competition in Metering and Related Services (Metering Competition) rule change.⁶
- Embedded Networks (EN) rule change.⁷
- Updating the Electricity B2B Framework (B2B) rule change.⁸

1.4 Approach to development of the Industry Accreditation and Registration Plan

1.4.1 Utilise the POC Readiness Working Group

AEMO will collaborate with NEM participants on the development of the Industry Accreditation and Registration Plan via a series of meetings of the POC Readiness Working Group (POC-RWG).

In order to develop the Plan in a timely manner, AEMO and NEM participants must take all reasonable steps to provide continuity of representation at POC-RWG meetings, ideally with:

- A detailed understanding of the retail electricity market and POC program.
- Authorisation to consider matters, and provide views and commitments, on behalf of their organisation.

As per its terms of reference, POC-RWG working group members will be responsible for:

- The presentation and discussion of market readiness related subject matter, which they have gathered from internal experts (operations, regulatory and/or technical) across relevant business areas within their represented organisation.
- Internal communication of the Industry Accreditation and Registration Plan within their represented organisation.
- Coordination of all relevant internal resources to fulfil the reporting activities detailed in the Industry Accreditation and Registration Plan on behalf of their represented organisation.

1.4.2 Updates to the Industry Accreditation and Registration Plan

The key milestones tables (Section 2) list the scheduled review points for the Industry Accreditation and Registration Plan.

⁵ See AEMC website, Power of Choice overview page, <http://www.aemc.gov.au/Major-Pages/Power-of-choice>.

⁶ Rule made; AEMC final rule determination published 26 November 2015.

⁷ Rule made; AEMC final rule determination published 17 December 2015.

⁸ Rule made; AEMC final rule determination published 30 June 2016.



1.5 About this paper

1.5.1 Structure of this paper

This paper is structured as follows:

- Chapter 2 details the key dates and milestones of the accreditation and registration phase.
- Chapter 3 summarises the changes in accreditation and registration obligations for NEM participants.
- Chapter 4 details the management process for MC registrations and MP, MDP and ENM accreditations.
- Chapter 5 details the management process for e-hub participant accreditations [to be completed].

1.5.2 Reference documents

The following POC-related documents are relevant to the Industry Accreditation and Registration Plan.

#	Document Name
1	Market Readiness Strategy
2	Industry Readiness Reporting
3	Qualification Procedure (Metering Providers, Metering Data Providers and Embedded Network Managers)
4	Accreditation Checklists (Metering Providers, Metering Data Providers and Embedded Network Managers)
5	NEM Metering Coordinator Registration Guide
6	Application for Registration as a Metering Coordinator
7	Embedded Network Guide
8	E-hub accreditation guide



2. KEY DATES AND MILESTONES

The Market Readiness Strategy details the key milestones for the POC Implementation Program and the Market Readiness work stream.

Key milestones for the development of the Industry Accreditation and Registration Plan are presented in the table below.

Table 1 – Key milestones (MC, MP, MDP and ENM)

#	Milestone	Indicative date	Responsible party
1	Ring-Fencing Guideline (Electricity Distribution) published	December 2016	AER
2	Second stage consultation - Qualification Procedure (MP, MDP, ENM)	13 December 2016	AEMO
3	Draft Accreditation Checklists (MP and MDP) and Draft Guide to Embedded Networks	23 December 2016	AEMO
4	Draft Metering Coordinator Registration Guideline and Application Form	23 December 2016	AEMO
5	Registration and Accreditation (MP, MDP, ENM, MC) plan first draft	6 February 2017	AEMO
6	POC-RWG meeting – discuss first draft	13 February 2017	All
7	Participant feedback due on first draft	20 February 2017	All
8	Participant submit nomination of accreditation and registration slots (MC, MP, MDP and ENM)	27 February 2017 [tbc]	All
9	Qualification Procedure and Accreditation Checklists (MP, MDP, ENM) published	1 March 2017	AEMO
10	Metering Coordinator Registration Guideline and Application Form published	1 March 2017	AEMO
11	AEMO upload accreditation and registration availability slots (MC, MP, MDP and ENM)	13 March 2017 [tbc]	All
12	Participant Information Session (qualification processes)	24 March 2017[tbc]	AEMO
13	Go-live date	1 December 2017	All

Table 2 – Key milestones (e-hub) - TBC

#	Milestone	Indicative date/end date	Responsible party
1	E-hub accreditation guideline published	[tbc]	AEMO
2	Registration and Accreditation (e-hub) plan - first draft	3 May 2017	AEMO
3	POC-RWG meeting – review first draft of Registration and Accreditation (e-hub) Plan	10 May 2017	All



#	Milestone	Indicative date/end date	Responsible party
4	Participant feedback due on first draft of Registration and Accreditation (e-hub) Plan	17 May 2017	All
5	Registration and Accreditation (e-hub) plan – final	16 June 2017	AEMO



3. ACCREDITATION AND REGISTRATION OBLIGATIONS

3.1 Summary of accreditation and registration requirements

Table 3 shows the requirements of accreditation and registration for participants (where relevant to the POC program). All NER references refer to the rules valid from 1 December 2017.

Table 3 – Summary of accreditation and registration requirements

Participant	Amended or New	Accreditation requirements			Registration requirements	
		Accredited	Registered	NER	Registered Participant	NER
Metering Provider (MP)	Amended	Yes	Yes	Schedule 7.2 ⁹	No – deemed for some provisions of rule 8.2 and for Part C of Chapter 8	8.2.1 (a1), 8.2A.2 (b) and 8.6.1A
Metering Data Providers (MDP)	Amended	Yes	Yes	Schedule 7.3 ¹⁰	No – deemed for some provisions of rule 8.2 and for Part C of Chapter 8	8.2.1 (a1), 8.2A.2 (b) and 8.6.1A
Metering Coordinator (MC)	Amended	No	Yes		Yes – only for the purposes referred to in clause 2.4A.1(d) ¹¹	2.4A.1 (d)
Embedded Network Manager (ENM)	New	Yes	Yes	Schedule 7.7	No – deemed for Part C of Chapter 8	8.6.1A
B2B e-Hub Participant	New	Yes	No	7.17.2	Varies - May be any of Distribution Network Service Provider, retailer, Local Retailer, Metering Coordinator, Metering Provider of Metering Data Provider or Third Party B2B Participant	
Third Party B2B Participant ¹²	New	Yes	No	7.17.2	No – deemed for the purposes of rule 2.11 (other than for participants who are also an ENM) Deemed for some provisions of rule 8.2 and for Part C of Chapter 8	2.11.1A 8.2.1 (a1), 8.2A.2 (b) and 8.6.1A

⁹ Schedule 7.4 in version 82 of the Rules.

¹⁰ Schedule 7.5 in version 82 of the Rules.

¹¹ Under clause 2.4A.1, a person who is registered as a Metering Coordinator is not a Registered Participant for the purposes of Part A of Chapter 5 of the NER, unless the person is also registered in another category of Registered Participant.

¹² A Third Party B2B Participant is a B2B e-Hub participant who is not also a Distribution Network Service Provider, retailer, Local Retailer, Metering Coordinator, Metering Provider of Metering Data Provider



3.1.1 “Accredited and Registered” versus “Registered Participants”

As per the summary shown in Table 3, not all participants who are required to be accredited and registered by AEMO are also Registered Participants.

Certain rights and obligations apply to all Registered Participants under the NER, including:

- Participation in the NER dispute resolution process.
- Confidentiality obligations with respect to confidential information.
- Reporting requirements as determined by the AER.
- An obligation to pay participant fees to AEMO.

In addition to these general rights and obligations, each class of Registered Participant has certain rights and obligations that are specific to their respective roles.

Metering Providers, Metering Data Providers must satisfy certain technical, capability and licensing requirements in order to be accredited and registered with AEMO. However, Metering Providers, Metering Data Providers and Embedded Network Managers are not Registered Participants (however they are deemed to be so for certain provisions of the rules relating to dispute resolution and confidential information).

Due to the nature of the Metering Coordinator's role and responsibilities in providing services that are essential for the operation of the NEM, it is necessary for the Metering Coordinator to be a Registered Participant.

3.2 Changes to accreditation and registration requirements

The changes to accreditation and registration requirements due to the Metering Competition and Embedded Network rule changes are briefly summarised below. Participants are expected to familiarise themselves with the relevant accreditation and registration rule clauses, procedures and guidelines.

3.2.1 Distribution Network Service Providers

The Metering Competition rule change includes transitional requirements that impact Distribution Network Service Providers (DNSPs).

Initial Metering Coordinator

The Metering Competition rule change requires that:

- A LNSP acting as the Responsible Person at a connection point with a type 5 or 6 metering installation immediately before 1 December 2017 will become the initial Metering Coordinator and will continue in this role until another Metering Coordinator is appointed at that connection point or the services cease to be classified as a direct control service.
- The LNSP must register as an initial Metering Coordinator with AEMO.
- By no later than 1 September 2017, the LNSP must provide each financially responsible Market Participant with a standard set of terms on conditions on which it will agree to act as the Metering Coordinator with respect to a type 5 or 6 metering installation.
- LNSPs will be required to take on the Metering Coordinator role for type 7 metering installations.

Victorian arrangements

The Metering Competition rule change requires that:

- In Victoria, DNSPs will become the initial Metering Coordinator for the advanced meters they deployed under the AMI program and will continue in this role until another Metering Coordinator is appointed at that connection point or the services cease to be classified as a direct control service.



- Victorian DNSPs must register as an initial Metering Coordinator with AEMO.
- The existing Victorian derogation will end on 1 December 2017, and AMI meters will be treated in accordance with the new Chapter 7 of the NER.

Ring-fencing guidelines

The Metering Competition rule change requires the AER to develop and publish electricity distribution ring-fencing guidelines. The AER published their final Ring-fencing guideline for electricity distribution on 30 November ([link](#)). The guideline is effective from 1 December 2016, and applies to all regions. Distribution network service providers (DNSPs) are required to comply with the guideline as soon as reasonably practicable, and no later than 1 January 2018.

DNSPs will be able to take on the Metering Coordinator, Metering Provider and/or Metering Data Provider roles to provide metering services on a contestable basis. However, to do so a DNSP will need to comply with these ring-fencing guidelines. Note that this condition does not apply to initial Metering Coordinators, only to DNSPs that wish to provide metering services on a contestable basis.

Existing ring-fenced businesses will need to undertake an assessment of their compliance with these ring-fencing guidelines and may need to be re-accredited in consequence.

3.2.2 Market Customers

Under the Metering Competition rule change, a Market Customer may not be registered as a Metering Coordinator. Accordingly, a Retailer that wishes to establish a Metering Coordinator business, including to provide metering services to its own retail customers, will need to do so through a separate legal entity.

This prohibition does not apply to a Market Customer that is only appointed, or proposed to be appointed as Metering Coordinator in respect of one or more connection points or proposed connection points on a transmission network, or that connect a Generator's generation unit to a distribution network.

Additionally the Metering Competition rule change requires that:

- On and effective from 1 December 2017, Retailers, as the Financially Responsible Market Participant (FRMP) must appoint the DNSP who was the RP for a type 5 or 6 metering installation as the Metering Coordinator for that metering installation.
- Retailers, as the FRMP for the connection points of their retail customers, will be responsible for appointing a Metering Coordinator for the provision of metering services, other than where a large customer, non-market or exempt Generator¹³ chooses to appoint its own Metering Coordinator.

3.2.3 Metering Providers and Metering Data Providers

The roles and responsibilities of Metering Providers and Metering Data Providers under the Metering Competition rule change are similar to their existing roles and responsibilities. The Metering Competition rule change does specify some differences related to the accreditation and registration requirements as follows:

- Metering Providers and Metering Data Providers for small customer metering installations (SCMI) will be required to meet an additional accreditation requirement. This additional requirement relates to the establishment of an appropriate security control management plan and associated infrastructure and communications systems for the purposes of preventing unauthorised local access or remote access to metering installations, services provided by metering installations and energy data held in metering installations.

¹³ Generators can only appoint their own MC if there is no retail customer at the same connection point.



- Metering Providers and Metering Data Providers will be deemed to be Registered Participants for the purposes of the confidentiality obligations in Part C of Chapter 8 of the NER.
- A prohibition on Market Customers being registered as Metering Providers or Metering Data Providers at any connection point. This expands existing arrangements that prohibit Market Customers from being registered as Metering Providers or Metering Data Providers at a connection point in respect of which the metering data relates to its own use of energy. The prohibition does not apply where the relevant entity is a Network Service Provider.

In addition, the Metering Competition Rule change requires AEMO to determine whether any other changes are required to its accreditation procedures for Metering Providers and Metering Data Providers as a consequence of the new framework.

3.2.4 Metering Coordinators

The Metering Competition rule change requires that the Metering Coordinator be a new class of Registered Participant. Any party that meets the applicable registration requirements will be able to perform the Metering Coordinator role.¹⁴

Under the Metering Competition rule, the current role and responsibilities of the Responsible Person will be performed by the Metering Coordinator. The Metering Coordinator will also have additional responsibilities, which primarily relate to new and replacement metering installations installed at small customer connection points.

In particular, the MC must:

- Retain overall responsibility for provision of metering services, including installation, maintenance and testing of the metering installation and the collection, processing and delivery of metering data.
- Ensure the accuracy of the metering installation and the integrity and delivery of metering data.
- Engage and coordinate the availability, dispatch, performance and payment of the MP and MDP.

In addition to the existing responsibilities of the Responsible Person, the MC has additional obligations, including in relation to:

- Security controls for managing access to small customer metering installations, including services provided by, and energy data held in, such installations.
- Ensuring that access to all metering installations for which it is responsible and the services provided by, and energy data held in, such installations is managed in accordance with emergency priority procedures to be developed by AEMO.
- Network devices used by DNSPs.

3.2.5 Embedded Network Operators

The Embedded Network rule change creates a new accredited provider role, the embedded network manager, to assist embedded network customers to access retail market offers.

ENM must meet the requirements set out in schedule 7.7 and be accredited and registered by AEMO.

At a high-level the ENM must:

- Be accredited and registered by AEMO.
- Maintain information about the types and configuration of metering installations at the parent connection point and all child connection points on the ENM's embedded network and make that information available to the relevant parties in accordance with the B2B procedures.

¹⁴ Noting that the rules prohibit Market Customers from being a Metering Coordinator except in the following two circumstances – where the MC is appointed in respect of a transmission connection point or where the MC is a Generator that is appointed in respect of the connection points that connect its generating units to the distribution network.



- Apply to AEMO for a NMI for a metering installation at a child connection point, provide the relevant parties with the NMI and register the NMI.

ENM must be able to exhibit to the reasonable satisfaction of AEMO the following capabilities:

- Detailed understanding of the Rules including Chapter 7 and all procedures authorised under the Rules including the ENM service level procedures.
- Detailed understanding of:
 - The terms and conditions on which the AER grants exemptions under section 13 of the NEL to persons who engage in the activity of owning, controlling or operating embedded networks.
 - Any related guidelines developed and issued by the AER under clause 2.5.1.
- Detailed understanding of the participant role relationships and obligations that exist between Embedded Network Managers, Metering Data Providers, Metering Providers, financially responsible Market Participants, Local Network Service Providers, AEMO and Metering Co-ordinators.
- The establishment of a system which will:
 - Underpin all operational documentation, processes and procedures.
 - Facilitate good change control management of procedures, IT systems and software.
 - Provide audit trail management of EN wiring information.
 - Maintain security controls and data integrity.
 - Maintain knowledge and understanding of the Rules and relevant procedures, standards and guides authorised under the Rules.
- Understanding of the required logical interfaces necessary to support the provision of embedded network management services including the interfaces needed to:
 - Access AEMO's systems.
 - Support the *metrology procedure*, *B2B Procedures*, *service level procedures*, *ENM service level procedures* and *Market Settlement and Transfer Solution Procedures*.

AEMO must include requirements for accreditation and registration of Embedded Network Managers, including, without limitation:

- Requirements relating to cooperation with AEMO, Registered Participants, Metering Providers and Metering Data Providers
- The confidentiality of information collected by the Embedded Network Managers.
- The resolution of disputes between AEMO and the Embedded Network Managers, including disputes associated with a breach of the Rules and procedures authorised under the Rules.
- The access of AEMO to and the inspection and audit by AEMO of any relevant database maintained by the Embedded Network Managers.
- The insurance which must be taken out by or on behalf of the Embedded Network Managers.
- Subcontracting by the Embedded Network Managers.
- The software and systems that are used by the Embedded Network Managers.
- The ownership of intellectual property that is developed or used by the Embedded Network Managers.
- The delivery up to AEMO of data, works, material and other property that AEMO has the right to in the event of the deregistration of an Embedded Network Manager.



3.2.6 B2B e-Hub Participants

Previously all parties that used the B2B e-hub were already either registered participants or accredited with AEMO as service providers under the NER. Establishing a new accredited party role, a 'B2B e-hub participant', provides a mechanism for AEMO to impose accreditation requirements related to interacting with the B2B e-hub as necessary.

The new rules require any party wishing to use the B2B e-hub to be accredited by AEMO.

To be eligible for accreditation as a B2B e-Hub Participant, a person must:

- Satisfy AEMO that it is complying with and will comply with the Rules and the procedures authorised under the Rules.
- Satisfy such other requirements as reasonably determined by AEMO, which may include (but are not limited to):
 - Systems and information technology requirements necessary for secure use of the B2B e-Hub.
 - Fee payment and credit support requirements.

AEMO may exempt persons or classes of persons from any one or more requirements of the accreditation process, subject to such conditions as AEMO deems appropriate.



4. ACCREDITATION AND REGISTRATION PROCESS (MC, MP, MDP AND ENM)

4.1 References

#	Document Title	Link	Date final available
1	Qualification Procedure (MP, MDP and ENM)	Draft: POC AEMO Procedure Changes Package 2 - Second Stage of Consultation	1 March 2017
2	Accreditation Checklists (MP, MDP and ENM)	Draft: Attached	1 March 2017
3	Metering Coordinator Registration Guide	Draft: Draft Metering Coordinator Registration Guide	1 March 2017
4	Application for Registration as a Metering Coordinator	Draft: Draft Application for Registration as a Metering Coordinator	1 March 2017
5	Guide to Embedded Networks	Draft: Attached	1 March 2017
6	Service Level Procedure for Embedded Network Managers	Draft: POC AEMO Procedure Changes Package 2 - Second Stage of Consultation	1 March 2017

4.2 Participants

Expected minimum registration and accreditation requirements due to the Metering Competition rule changes.

#	Category	Accreditation - MP and MDP	Registration - MC
1	DNSPs – excluding Victoria		Initial MC
2	Victorian DNSPs	Type 4 and Type 4A	Initial MC
3	Ring fenced DNSPs	As required – due to ring-fencing changes	Initial MC or MC
4	Existing MP/MPD businesses	As required - Type 4 (SCMI) and Type 4A	As required
5	New Metering businesses	As required	As required
6	TNSPs	N/A	As required: connection points on the TNSP's transmission network
7	Market Customers	N/A	As required: For connection points on a transmission network or Generators



4.3 Approach

Participants will be expected to abide by the process detailed in the Qualification Procedure, Accreditation Checklists and NEM Metering Coordinator Registration Guide and Application.

Due the POC timeframes, and the large number of participants requiring accreditation and registration in the compressed timeframes, AEMO will also be allocating timeslots to participants to complete their activities.

- **Step 1:** Participants to inform AEMO readiness team of their registration and accreditation requirements and planned time frame.
- **Step 2:** AEMO readiness team will coordinate with participants and internal resources to allocate timeslots to commence and undertake registration and accreditation activities. After the initial allocation, remaining available slots will be published on AEMO's website and will be updated when any changes occur.
- **Step 3:** Participants will confirm readiness to commence activities within their slots on a regular basis, and inform AEMO readiness team ASAP of any delays.
- **Step 4:** Participants will submit their application/s to the registration and/or metering team on the nominated date, or before if possible (noting that their official slot will start on the nominated date, unless another participant has withdrawn from their slot).
- **Step 5:** AEMO's registration and/or metering team will coordinate the registration and/or accreditation activities during the official slot. If for any reason the Participant's application is deemed to be withdrawn, the Participant is to re-commence at Step 1.

4.3.1 Communications

Participants will have the following main points of contact:

- **Planning:** POC readiness team – POC@aemo.com.au
- **MP, MDP and ENM accreditation:** Metering team – meter@aemo.com.au
- **MC Registration:** Registration team – registration.desk@aemo.com.au

AEMO's POC readiness team will coordinate the allocation of timeslots with participants and the metering and registration teams.

Once Participants are ready to submit their full application their main point of contact will be with the metering team and/or registration team.

If the Participant application is deemed to be withdrawn, then the Participant will again work with the POC readiness team to be allocated a new slot.

4.3.2 Participant contact

Each participant is required to nominate an individual as a key readiness contact. This key contact will act as the liaison between AEMO readiness team and the participant's organisation for all planning activities.

4.4 Process

4.4.1 Step 1: Submission of planned activities and timetable

All participants are requested to submit to AEMO (POC@aemo.com.au), their planned registration and accreditation requirements:

- MP and MDP categories
- ENM registration



- MC registration
- Planned date to be ready to submit full application/s
- MarketNet requirements
- MSATS requirements

[See Appendix A for example – TBC]

4.4.2 Step 2: Allocating of timeslots

AEMO will then undertake a resource allocation and confirm allocated slots with individual participants. The allocated slots will indicate, the date when participant will be required to submit the full application and the date on which the activity is expected to be completed.

Register of Available Timeslots

AEMO will prepare separate registers of available timeslots for:

- MC registration
- MDP and MP accreditation
- ENM accreditation

[See Appendix B for example – TBC]

AEMO will update the registers when slots are allocated, or when they are relinquished.

4.4.3 Step 3: Confirmation of readiness

Participants are expected to keep AEMO informed, via the POC inbox (POC@aemo.com.au) of their readiness to commence in their slot. Participants are also advised to inform AEMO if they are able to commence earlier than their slot, in case a slot becomes available.

4.4.4 Step 4: Submission of full application

Participants to submit their full application, as defined in the applicable procedure or guideline to the appropriate team as per the date allocated in their slot. If a Participant has their full application ready prior to their allocated date, they are welcome to submit it early, but note that it will not commence until the allocated date unless an earlier slot becomes available.

If the Participant is not ready to submit their full application on their allocated date, and they have not kept AEMO informed of this and arranged a new date, then the Participant is judged to have relinquished their slot and must work with AEMO's readiness team to be allocated a new slot.

4.4.5 Step 5: Undertaking of registration and accreditation activities

Participants will work with registration and/or metering team to complete their required activities. If for any reason the Participants application is deemed to be withdrawn, the remaining proportion of their allocated slot will be available to another participant. The Participant must then work with AEMO's readiness team to be allocated a new slot.

4.5 Monitoring and Reporting

AEMO's readiness team will report on the progress of registration and accreditation activities as part of the monthly reporting process.



5. PLACEHOLDER - B2B E-HUB PARTICIPANTS - TBC

5.1 References

#	Document Title	Link	Date final available
1			
2			
3			



APPENDIX A. PLACE HOLDER FOR REGISTRATION FORM



APPENDIX B. PLACEHOLDER