

WHOLESALE MARKET ELECTRONIC COMMUNICATION PROCEDURE (VICTORIA)

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VERSION RELEASE HISTORY

Version	Effective Date	Summary of Changes
1.0	1 August 2010	Rebranded and updated for NGR
1.1	1 May 2012	Procedures updated to: <ul style="list-style-type: none"> • reflect the addition of a new AMDQ nomination WebExchanger; • reflect changes to the document name (MIBB Reports Participant Guide is now titled User Guide to MIBB reports), the document list and the location that document is stored; and • improve the overall clarity of the Procedures.
2.0	24 Sep 2020	Procedure update includes: <ul style="list-style-type: none"> • Updated template • Major content update • Reflecting four primary Technical Documents User Guide to MIBB Reports, DWGM Participant Build Pack, WebExchanger User Guide

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1. INTRODUCTION

1.1. Purpose and scope

These are the Wholesale Market Electronic Communication Procedures (Victoria) (Procedures) made in accordance with section 91BL of the National Gas Law (NGL) and rule 319 of the National Gas Rules (NGR).

These Procedures govern the operation of the Declared Wholesale Gas Market (DWGM) electronic communication system, as per NGR319(4), under which:

- (a) information must be provided by Registered Participants to AEMO;
- (b) information must be provided by AEMO to Registered Participants; and
- (c) information published on the Market Information Bulletin Board may be accessed by Market Participants.

The NGL and the NGR prevail over these Procedures, to the extent of any inconsistency.

These Procedures may only be remade in accordance with Part 15B of the NGR.

1.2. Application

These Procedures applies to AEMO and each person to whom they are expressed to apply.

1.3. Legal and Regulatory Framework

These Procedures have been made under section 91BL of the National Gas Law.

1.4. Definitions and interpretation

1.4.1. Glossary

Terms defined in the NGL and the NGR have the same meanings in these Procedures unless otherwise specified in this clause.

Terms defined in the NGL and NGR are intended to be identified in these Procedures by italicising them, but failure to italicise a defined term does not affect its meaning.

The words, phrases and abbreviations in the table below have the meanings set out opposite them when used in these Procedures.

Table 1: Definitions

Term	Definition
<u>Communication</u>	<u>Means any information, notice, request, injection or withdrawal bid or other submission or communication to be given by AEMO or any other person under Part 19 of the NGR.</u>
<u>Consultative Forum</u>	<u>Means the Consultative Forums hosted by AEMO with registered participants in each of AEMO's markets to discuss issues and regulatory changes impacting the gas markets operated by AEMO.</u>
CSV	Comma-Separated Values
<u>Cut-Off Time</u>	<u>The time after which a Market Participant submission ceases to apply for a scheduling horizon. This cut-off time is normally two hours before the day-ahead midnight standard schedule time, and one hour before other standard schedule times.</u>
<u>DR or Disaster Recovery</u>	<u>The processes and/or systems to be used in managing a disaster where the normal production systems are unavailable.</u>

Term	Definition
Electronic Communication Systems	<p><u>Means a system used by Registered participants and AEMO for exchange of information in accordance with rule 319(1).</u></p> <p><u>Specifically, the Electronic Communication System includes:</u></p> <ul style="list-style-type: none"> <u>(a) the Market Information Bulletin Board (MIBB), and its constituent parts:</u> <ul style="list-style-type: none"> <u>i. MIBB Reports;</u> <u>ii. WebExchanger, incorporating the following functions:</u> <u>iii. Web Services; and</u> <u>iv. CSV file upload for allocations.</u> <u>(b) System Wide Notice facility.</u> <p>(a) —</p> <ul style="list-style-type: none"> i. — statis reporting; ii. — transaction interface (webexchanger (WEX)); and iii. — system wide notice facility; and <p>the interface databases and file transfer processes in GMS for metering data and allocations.</p>
<u>Consultative Forum</u>	<p>AEMO hosts Consultative Forums with Registered Participants in each of AEMO’s markets. AEMO will consult with Registered Participant through the consultative forums to discuss issues and regulatory changes impacting the gas markets operated by AEMO.</p>
GMS	<p>AEMO’s Gas Market Systems</p>
GSP	<p>Wholesale Market Gas Scheduling Procedures</p>
MCE	<p>Market Clearing Engine—Optimisation software that determines operating schedules and pricing schedules.</p>
<u>Market Information Bulletin Board (MIBB)</u>	<p><u>Means a facility established by AEMO on the Electronic Communication System on which it may publish information for Market Participants.</u></p>
RAS	<p>Remote Access Server.</p>
Registered participant	<p><u>Means a person registered by AEMO under the NGL section 91BI and NGR 135A.</u></p> <p>In addition a Registered Participant includes these Procedures, a reference to a 'Registered Participant' includes:</p> <ul style="list-style-type: none"> <u>(a) an Allocation Agent (a person who has been appointed by a Market Participant to submit injection allocation statements or withdrawal allocation statements under NGR 229 or 230);</u> (a)(b) <u>a Sub Allocation Agent (a person who has been appointed by a Market Participant or other person to submit sub-allocation statements under NGR 229 or 230);</u> (b)(c) <u>A Metering Data Agent (an agent appointed by AEMO to create, maintain and administer the metering database according to NGR 310(2)); and</u> (c)(d) <u>a responsible person (required by NGR 292 for a Metering Installation).</u> (d)(e) <u>A LNG Storage Provider as defined in Part 19 of the NGR which is a special kind of Storage Provider as per NGR135A.</u> <p>if and to the extent that the reference relates or applies to electronic communication systems for the provision of metering and allocation data to AEMO.</p>
SMS	<p>Short Message Service, which allows for the transmission of short text messages to and from digital mobile phones.</p>
<u>System Wide Notice (SWN)</u>	<p><u>Means a notification sent from AEMO’s market systems and published on the MIBB. An SWN can also be sent by email and SMS as a secondary communication facility. See section 2.2.</u></p>
SQL	<p>Structured Query Language</p>

Term	Definition
Standing Market Participant Submissions	These include: (a) standing agency injection hedge nominations; (b) standing AMDQ nominations; (c) standing AMIQ profiles; (d) standing bids; (e) standing demand forecasts; and (f) standing injection hedge nominations
<u>Technical Documents</u>	<u>Means the documents describing AEMO’s gas market systems covered by the Wholesale Market Communication Procedure, as defined in table 3.</u>
WebExchanger	The facility within the Market Information Bulletin Board to be used by Registered Participants to provide Market Participant submissions to AEMO.
XML	eXtensible Markup Language

1.4.2. Interpretation

The following principles of interpretation apply to these Procedures unless otherwise expressly indicated:

- (a) These Procedures are subject to the principles of interpretation set out in Schedule 2 of the National Gas Law.
- (b) References to time are references to Australian Eastern Standard Time.
- (c) Market prices are determined to four decimal places and gas is scheduled in integer gigajoule terms to the whole gigajoule.

1.5. Related documents

Table 2: Associated Wholesale Market Procedures

Reference	Title	Location
Accreditation Procedures	Wholesale Market Accreditation Procedures (Victoria)	AEMO website
Administered Pricing Procedures	Wholesale Market Administered Pricing Procedures (Victoria)	AEMO website
Ancillary Payment Procedures	Wholesale Market Ancillary Payment Procedures (Victoria)	AEMO website
Gas Emergency Protocol	Gas Emergency Protocol	AEMO website
Gas Quality Guidelines	Gas Quality Guidelines	AEMO website
Gas Scheduling Procedures (GSP)	Wholesale Market Gas Scheduling Procedures (Victoria)	AEMO website
Metering Procedures	Wholesale Market Metering Procedures (Victoria)	AEMO Website
System Security Procedures	Wholesale Market System Security Procedures (Victoria)	AEMO website
Uplift Payment Procedures	Wholesale Market Uplift Payment Procedures (Victoria)	AEMO website

2. ELECTRONIC COMMUNICATION TECHNICAL DOCUMENTS REQUIREMENTS

2.1. Legal and Rule Requirements

In accordance with the NGL section 91BL and NGR 319, AEMO must, after consulting with Registered Participants, establish the Wholesale Market Electronic Communication Procedures, under which:

- (a) information must be provided by Registered Participants to AEMO;
- (b) information must be provided by AEMO to Registered Participants; and
- (c) information published on the MIBB may be accessed by Registered Participants.

The Procedures may specify details to be included in a *communication* as required by Part 19 of the National Gas Rules and the Wholesale Market Procedures.

All *communications* made under Part 19 of the NGR, must comply with the requirements of these Procedures, including the form, manner and timing by which *communications* are submitted (unless expressly stated otherwise in Part 19 of the NGR or approved by AEMO as per NGR319(1)). Non-compliant *communications* may be rejected by AEMO as per NGR319(2).

The primary means by which AEMO *communicates* information to Registered Participants is:

- (a) By publishing reports on the MIBB as defined in the User Guide to MIBB Reports.
- (b) By message and transaction acknowledgements as defined in the DWGM Participant Build Pack.

A *communication* by these means is taken to have been notified to each relevant Registered Participant at the time (as required by NGR319(3)) the report is published on the MIBB or the Message or Transaction Acknowledgment is posted to a location from which it is accessible by the Registered Participant in accordance with the DWGM Participant Build Pack.

2.2. System Wide Notices

Some *communications* in Part 19 of the NGR and the *Wholesale Market Procedures* may require AEMO to:

- (a) notify Registered Participants of events affecting Registered Participants generally or a group of Registered Participants by posting an SWN on the MIBB;
- (b) Registered Participants may access SWNs through the MIBB (SWN report) either in the public area or, for participant-specific notices, the participant area through the Registered Participant's valid account.

2.2.1. SWN SMS and Email Facility

- (a) A Registered Participant may register contacts to receive notification from AEMO:
 - (i) one or more mobile telephone numbers of nominated individuals for the receipt of *SWN SMS* notifications.
 - (ii) one or more email address of nominated individuals for the receipt of *SWN Email* notifications.
- (b) After the contact is registered, under clause 2.2.1(a), they will begin to receive SMS/email messages when *SWNs* are issued.
- (c) A notice communicated by *SWN* is taken to have been given at the time it is posted on the MIBB.

- (i) The SMS/email facility is a secondary communication method provided for the convenience of Registered Participants and AEMO is not responsible for ensuring receipt of SMS/email messages.

2.3. Electronic Communication System Technical Documents

These Procedures are underpinned by the Electronic Communication System. This system is defined in the following Technical Documents:

Table 3: Electronic Communication Procedure Technical Documents

<u>Title</u>	<u>Location</u>
<u>DWGM Participant Build Pack</u>	<u>Market Information Bulletin Board >Public > Directory Listing > Documents</u>
<u>User Guide to MIBB Reports</u>	<u>Market Information Bulletin Board >Public > Directory Listing > Documents</u>
<u>WebExchanger User Guide</u>	<u>Market Information Bulletin Board >Public > Directory Listing > Documents</u>

2.4. Availability of Technical Documents

AEMO must make each relevant document listed in clause 2.3 available to a Registered Participant on the MIBB.

New Registered Participants will be provided information on accessing market systems as part of the market registration process.

2.5. Consultation on amendment to Technical Documents

- (a) The following consultation process shall be followed when amending the Technical Documents, unless the Technical Document specifies a separate consultation or change process, AEMO will:
 - (i) Publish the consultation on AEMO’s website;
 - (ii) Send to the relevant Consultative Forum members a draft of the Technical Document a minimum of 20 business days prior to implementation of the change; and
 - (iii) Publish the final Technical Document a minimum of 10 business days prior to implementation of the change on the MIBB.
- (b) In the event the Technical Document change is a result of a Rule or Wholesale Market Procedure change, AEMO may disregard the consultation specified in clause 2.5(a), and publish a final Technical Document 10 business days before the implementation of the change.

NOTE: AEMO may specify a longer period for consultation by providing a draft based on a market system design, then publish a final Technical Document when the system is built with an effective date in the future.

List of Technical Documents

AEMO produces the following guides, policies, forms and technical documents in relation to the electronic communication system. These documents may be referred to in these Procedures and provide additional information and process descriptions for access to, and use of, the electronic communication systems. Registered participants must use the relevant forms and comply with all applicable instructions and requirements in these documents.

Title	Location
Electronic communications guide	Market Information Bulletin Board > Public > Documents
MIBB and WEX Access Guide	Market Information Bulletin Board > Public > Documents
MIBB Security Policy	Market Information Bulletin Board > Public > Documents
MIBB Password Change notes	Market Information Bulletin Board > Public > Documents
MIBB Archiving Process	Market Information Bulletin Board > Public > Documents
Master MIBB Report List	Market Information Bulletin Board > Public > Documents
MIBB Account access and change password	Market Information Bulletin Board > Public > Documents
MIBB Connectivity Registration form	Market Information Bulletin Board > Public > Documents
GMP Build Pack	Market Information Bulletin Board > Public > Documents
Web Exchanger User Guide	Market Information Bulletin Board > Public > Documents
User Guide to MIBB Reports	Market Information Bulletin Board > Public > Documents
Allocation Agent Configuration Process	Market Information Bulletin Board > Public > Documents
Allocation Agent Establishment Configuration Instructions	Market Information Bulletin Board > Public > Documents
Firewall Form	Market Information Bulletin Board > Public > Documents
MIBB Report Data Dictionary & Glossary	Market Information Bulletin Board > Public > Documents
Confirmation of MIBB Account creation form	Market Information Bulletin Board > Public > Documents
MIBB FTP Access Guide	Market Information Bulletin Board > Public > Documents
MIBB CSV Settings	Market Information Bulletin Board > Public > Documents
MIBB Account Management Policy	Market Information Bulletin Board > Public > Documents
MIBB Account Security Policy	Market Information Bulletin Board > Public > Documents
ITDF Operating Procedures	Market Information Bulletin Board > Public > Documents

2.1. Availability of Documents

AEMO must make each relevant document listed in clause 2.1 available to a Registered Participant when it establishes an account for the use of a relevant electronic communication system and whenever that document is amended.

2.2. Amendment of Documents

- (a) — AEMO may amend any document listed in clause 2.1 at any time and from time to time.
- (a) — If AEMO proposes to make an amendment that will:
- (i) — require Registered Participants to change their processes or systems in any material respect; or
 - (ii) — modify, add or remove a MIBB report;
- (b) — AEMO must consult with the ITDF and (where appropriate for participant specific changes) individual Registered Participants before making that amendment.‡

3. ACCESS AND SECURITY

~~3.1. Market information bulletin board (MIBB)~~

~~3.2.3.1. Establishing and maintaining MIBB-user accounts and registered contacts details~~

- ~~(a) Registered Participant must maintain with AEMO at least AEMO must issue at least two user accounts to each Registered participant to access MIBB reports and (if required by the Registered participant to comply with the Rules) the Web Exchanger.~~
- ~~(b) Access to the MIBB is subject to compliance by a Registered participant with clause 3.1.2 and completion of the relevant request forms.~~
- ~~(b) A Registered participant must nominate one or more individuals to be a registered contact as contacts authorised to act on behalf of the Registered participant in dealings with AEMO relating to electronic communications.~~
- ~~(c) A Registered participant is responsible for, and must promptly notify requesting AEMO update of any changes to their Registered contacts detail when they change or their details.~~
- ~~(d) AEMO will implement reasonable security and verification measures to address the risk of unauthorised access, but Registered participants are solely responsible for managing and ensuring the security of their allocated accounts.~~
- ~~(e)~~
- ~~(d) AEMO must publish a list of Registered participant contacts on the MIBB. Market Participants must submit bids in accordance with the Rules and the Wholesale Market Electronic Communications Procedures~~

~~3.3.3.2. Registered participant systems~~

Each Registered participant is responsible for:

- (a) configuring its systems and networks; and
- (b) maintaining firewalls,

~~in accordance with the MIBB Access Guide~~ to ensure the secure upload and download of data between the Registered participant's systems and the MIBB.

~~3.3.1. Access and account management~~

~~Each Registered participant is responsible for:~~

- ~~(a) A Registered participant may nominate one or more individuals to be MIBB account holders.~~
- ~~(b) AEMO will implement reasonable security and verification measures to address the risk of unauthorised access, but Registered participants are solely responsible for managing and ensuring the security of their allocated accounts.~~
- ~~(c) The MIBB Account Management Policy, MIBB Account Security Policy and MIBB Password Change Policy provide further information.~~

3.4. Metering Databases

- (a) — AEMO must issue specific database accounts to Registered participants who are required by the Rules to supply metering or allocation data to AEMO.
- (b) — To access these accounts, relevant Registered participants must install Sybase client libraries on their systems to establish connectivity.
- (c) — AEMO will purchase the Sybase client libraries on behalf of those Registered participants and distribute the software for installation.
- (d) — The Allocation Agent Establishment Configuration Instructions provide further information.

3.5. Backup RAS Access

- (a) — AEMO must allocate an RAS account to each Registered participant holding a MIBB or metering database account, for the purpose of obtaining backup access to the GMS during network outages.
- (b) — Access via the RAS has limited bandwidth and is not suitable for continued access to the GMS involving large quantities of data exchange.

4. MIBB REPORTS

4.1. Provision of Reports by AEMO

- (a) AEMO will publish the Market information listed in the User Guide to MIBB Reports by posting files containing the information on AEMO website or the MIBB in the public or participant area (as applicable), unless paragraph (b) applies.
- (b) If the MIBB is unavailable or not accessible by Registered participants generally, AEMO must publish or otherwise communicate any Market information required by the Rules in accordance with the GSP.

4.2. Registered Participant Access to Reports

4.2.1. Current Reports

- (a) Registered participants may access current reports using one of the access protocols detailed in the MIBB Access Guide.
- (b) Reports in the public area of the MIBB reporting facility are accessible without a username or password.
- (c) To access reports in the participant area, Registered participants must login using a valid account and may only access reports in their own directory area.
- (d) Registered participants who are Customers may request AEMO to email applicable reports on a weekly basis.

4.2.2. Archive Reports

- (a) AEMO will maintain archive directories on the MIBB, containing the most recent copies of MIBB reports prior to the current report for a period determined by AEMO.
- (b) AEMO will archive older reports offline and may charge a fee for retrieving these reports. Registered participants may make a request for retrieval to the AEMO's Supporthub.

5. WEB EXCHANGER

5.1. Market Participant Submissions

Market Participants must submit the following Market Participant submissions (including any revisions to those submissions) to AEMO using the Web Exchanger (WEX):

- (a) bids;
- (b) demand forecasts;
- (c) injection hedge nominations;
- (d) agency injection hedge nominations; and
- (e) AMDQ nominations.

5.2. Access to Webexchanger

5.2.1. Access Requirements

- (a) A Market Participant must access the Web Exchanger using a valid account issued to that Market Participant.
- (b) The Web Exchanger User Guide provides further information.

5.2.2. No Guaranteed Access

- (a) AEMO is not responsible for any system outage, unavailability or congestion that may result in failure to submit a Market Participant submission by the applicable cutoff time specified in the Rules.
- (b) Market Participants may make standing Market Participant submissions as described in clause 5.5 to mitigate this risk.

5.3. Making Submissions on Webexchanger

Market Participant submissions may be:

- (a) manually entered directly onto the WEX;
- (b) manually uploaded to the WEX from a file location in CSV format; or
- (c) submitted to the WEX on an automated basis from the Market Participant's own systems using XML,

as set out in the Web Exchanger User Guide and the GMP Build Pack.

5.4. Acceptance or Rejection of Submissions

5.4.1. Time of Submission

- (a) Market Participant submissions are taken to have been submitted at the time they are written to the persistence tier (or database), as determined by the standard time in the GMS.
- (b) AEMO must synchronise the time in the GMS with a time reference signal at reasonable intervals to ensure that any deviation from standard time is negligible.

5.4.2. Rejection of invalid submissions

- (a) AEMO will reject a Market Participant submission if the time of submission as determined under clause 5.4.1(a) is later than the cut-off time specified in the Rules

~~(b) — If AEMO rejects a Market Participant submission, the GMS will generate a rejection notification, displayed on the Market Participant's submission screen.~~

~~5.4.3. Acceptance of valid submissions~~

~~If a valid Market Participant submission is submitted by the applicable cut-off time, the GMS will generate a confirmation and receipt number, displayed on the Market Participant's submission screen.~~

~~5.5. Standing Market Participant Submissions~~

- ~~(a) — Market Participants may submit (and may amend or revoke) a standing Market Participant submission, which AEMO will (if validated) accept for the period of that standing Market Participant submission, subject to paragraph (b).~~
- ~~(b) — If the Market Participant subsequently submits a valid Market Participant submission for a period included in the standing Market Participant submission, the standing Market Participant submission is taken to have been superseded for the period specified in the later submission, but otherwise remains in effect.~~

~~6. SYSTEM WIDE NOTICES~~

~~6.1. Use of System Wide Notices (SWN)~~

- ~~(a) AEMO may notify Registered participants of events affecting Registered participants generally or a group of Registered participants by posting an SWN on the MIBB.~~

~~Example: Notices relating to gas quality under rule 289(6) or a threat to system security under rule 341 would normally be communicated by SWN.~~

- ~~(b) Registered participants may access SWNs through the MIBB (SWN report) either in the public area or, for participant-specific notices, the participant area through the Registered participant's valid account.~~

~~6.2. Linked SWN SMS Facility~~

- ~~(i) A Registered participant may register with AEMO one or more mobile telephone numbers of nominated individuals for the receipt of SWN SMS notifications.~~
- ~~(c) As soon as practicable after issuing an SWN that is available to a Registered participant who has registered details under paragraph (a), AEMO will send an SMS message to the registered number(s) indicating that an SWN has been issued.~~
- ~~(d) A notice communicated by SWN is taken to have been given at the time it is posted on the MIBB. The SMS facility is a secondary communication method provided for the convenience of Registered participants and AEMO is not responsible for ensuring receipt of SMS messages. AEMO may notify Registered participants of events affecting Registered participants generally or a group of Registered participants by posting an SWN on the MIBB.~~

~~7. METERING AND ALLOCATION DATA~~

~~7.1. Accounts and Access~~

- ~~(a) AEMO must issue a database account to Registered participants who are required under the Rules to provide AEMO with metering data or allocations data.~~
- ~~(b) Registered participants should provide metering data or allocations to AEMO using the direct mode described in clause 7.2, unless the indirect mode is required under clause 7.3.~~

~~7.2. Direct Mode~~

- ~~(a) In the direct mode the Registered participant must place the data directly into the Metering Database using normal SQL commands.~~
- ~~(b) The Allocation Agent Establishment Configuration Instructions set out the steps required to establish connectivity and to supply the data.~~

~~Indirect Mode~~

- ~~(c) Interval *meter data* or *allocations* should be submitted to AEMO by the indirect mode, which required the *metering data* provider to transfer the *metering data* or *allocations* in a CSV formatted data file to the GMS file system nominated by AEMO. AEMO will upload the files into the *metering database* on a regular basis.~~

8. DISASTER RECOVERY

8.1. Provision of Disaster Recovery (DR) Servers

AEMO must establish and maintain separate servers which replicate the production environment and can be used as the electronic communication systems in the event of an incident which prevents the operation of AEMO's primary MIBB and database servers for a significant period.

8.2. Obligations of Registered Participants

Registered participants must configure and test the connectivity of their systems to the DR servers at the same time as the production servers.