

DER Register Installer Portal - Quick Start Guide

Accessing the DER Register Installer Portal

AEMO website; <https://www.aemo.com.au/energy-systems/electricity/der-register/der-register-portal>

DER Register portal

AEMO's Distributed Energy Resource (DER) Register Installer Portal is now live.

As a DER Installer, you are now able to create an account and provide information in the DER Register Portal.

NSW and ACT Installers:

- You will be required to provide data directly to AEMO's DER Register via AEMO's Portal or via registered mobile applications, such as the Formbay Solar app.
- Your NSP will create an initial record and provide you with a NMI and Job Number which is required to create an account and access the DER record.

SA, VIC, TAS and QLD Installers:

- Your NSP will collect the data required to update the DER Register – you do not require access to AEMO's DER Register portal.

Also note – You will need an active Job Number and NMI to set up an account.



DER Register Installer Portal

Note – Please use **Google Chrome** to ensure browser compatibility with the DER Register Portal.

[Click here to begin](#) →

<https://derr.aemo.com.au/>

Please read the below user guide and watch the 'How to' video if you are having trouble accessing the Portal.

For more information on the DER Register, visit the [DER Register page](#) or contact DERRegister@aemo.com.au.



You MUST use Google Chrome

Account Login

Welcome to the Australian Energy Market Operator's Distributed Energy Register

The DER Register is a national database of Distributed Energy Resources or DER. It contains information about small generation assets like rooftop solar, grid-connected batteries and other small generators.

AEMO's role is always to manage the power grid for all Australians. The massive growth in DER in Australia means that at times the power grid is now more reliant than ever on these energy sources, so we need to understand them. We will use this information to support the effective and efficient operation of the electricity system.

Thank you for your contribution to this database. DER is emerging as a critical to the ongoing integrity of the grid. Providing accurate data here will enable AEMO to consider DER to the full extent possible. You can log into your account below.

Please note that the DER Register must be accessed using Google Chrome web browser.

[Forgot your password?](#)

Sign In

Don't have an account? [Sign up now](#)

Use this link if you want to reset your password

Sign up to create an account

Sign-up

Create a DER Register Account

Verification is necessary. Please click Send button.

Send verification code

All fields are mandatory. Complete all fields and click sign up.
Please note that a current Job Number must be used for account creation.

Sign Up

1 Enter your email then click on 'Send verification code'

2 You can then enter the code and click 'Verify Code'

4 Your password must be at least 8 characters and contain Uppercase or lowercase letters, numbers & special characters

5 You will need the Job Number and NMI from an Active Job – these can be found in the notification letter/ connection agreement provided by your Network Service Provider
ie. 52123456, BNC12345,
11118765-0123456

3 If you don't receive the email, check your "Junk mail" folder.

Verification code

Verify code
Send new code

6 Click on 'Sign-up'

- Errors are displayed at the top of the screen (if you are using a laptop you may need to scroll-up)
- There is a timeout, if you receive a 'system error', try closing the window and starting a new session
- Don't forget – you MUST use Google Chrome!



Access a Job

Access Job

Please input your NMI and Job Number details to access the relevant job .
For assistance please contact the NSP. NSP Contact details can be found [here](#)

NMI

Job Number

ACCESS

1 Enter the NMI and Job Number and click on 'Access'

The NMI and Job Number can be found in the notification letter/ connection agreement provided by your Network Service Provider
The Job number will be a value like; 52123456, BNC12345, 11118765-0123456
If the NMI and/or Job Number cannot be found please contact the NSP to confirm the Job has been provided to the DER Register

3 Click on 'Connections & Devices' to enter the details of the job

Note: Details which have been pre-populated by the NSP are grey and are not editable.
If one of these values is incorrect you will need to contact the NSP so they can update the connection agreement details

Connection Agreement

[DER Installation Details](#) [Connections & Devices](#) 2

DER Installation

NMI (National Metering Identifier)

[Redacted]

Connection Agreement 'Job Number'

[Redacted]

Installer identification

Installer ID

Approved Capacity (KVA)

30

Number of phases available

3

Number of phases with DER connected

3

Islandable installation

No

2 Enter your Electrical Licence or CEC accreditation number

4 Enter the number of Phases
This cannot be more than the number of Phases available

This job is locked as:

This record has become confirmed.

Please contact the NSP.

or

REQUEST ACCESS

You cannot update jobs which have been successfully submitted.
If you need to make a change to the installation details you can request access. Once the NSP has granted access you will be able to update and resubmit the installation details.

For assistance with data entry, please refer to User Guide and How To Video found [here](#) or the Frequently Asked Questions page found [here](#)
For any further assistance please contact Support@hub@aemo.com.au or call 1300236600

VALIDATE

SUBMIT

Connections & Devices

The screenshot shows a web interface titled "Connection Agreement". Under the "DER Installation Details" section, the "Connections & Devices" tab is selected. There are two buttons: "+ Add AC Connection" and "+ Add DER Device". Below this, there are four rows of data:

Item	ID	Type	Validation status	Parent	Connection status	Actions
AC Connection-1	200000004783503	Inverter	Initial			Edit, Remove
DER Device	200000004812881	Solar PV	Initial	AC Connection 1		Edit, Remove
AC Connection-2	200000004783504	Inverter	Initial			Edit, Remove
DER Device	200000004812882	Solar PV	Initial	AC Connection 2		Edit, Remove

1 Click on Edit to update the details of the Connection

If you physically remove or disconnect a connection/device you should edit the record and set the status to 'Decommissioned'. If you decommission a connection you must also decommission the attached devices.

The Validation Status can be;

- Initial: New DER System to be installed
- Confirmed: Existing DER System (only update if the DER System is being modified or decommissioned)

The Connection/Device status can be;

- Blank/Inactive: record has been created, but NOT physically installed or operating
- Active: Already Installed & operating
- Decommissioned: Used to operate but is not Operating anymore

AC Connection Details

1 The commissioning date of the Inverter(s)
Use the date picker or enter in dd mmm yyyy format

2 The number of Inverters of the same type
If this is an installation with micro inverters or string inverters, enter the total number of inverters here

3 Set the connection to Active

4 Select Yes if DRED enabled in the installation

6 Select from CEC List of Models for the selected Manufacturer (or select Other and specify)

5 Select from CEC List of Inverter Manufacturers (or select Other and specify)

7 Select from CEC List of Series for the Selected Model (or select Other and specify)

9 Scroll down to see the Star Inverter Response settings – the should be pre-populated

10 Click on 'Done' and you will return to the Connections & Devices Screen

Equipment type
Inverter

Commissioning date
dd mmm yyyy
Clear Commissioning Date

Number of AC Connections
1

Status
Active

DRED interaction enabled
No

Manufacturer
Fronius International GmbH

Model Number
55-3-M

Series
Symo

Serial Number
XXXXXXXXXX
The serial number of the device(s)

What standard applies to the inverter
AS 4777.2 2005, AS/NZS 3100:2009, IEC 62109.1, AS 47

Inverter rated capacity (kVA)
5.5

Sustained operation over-voltage limit (Vnom-max)
258

Over-frequency limit (Fstop-O)
52

Under-frequency limit (Fstop-CH)
47

Voltage response mode: volt-watt response
Enabled

V1
207

Power limit at V1
100

V2
220

Power limit at V2
100

V3
248

Power limit at V3
100

V4
258

Power limit at V4
20

Power response mode: power factor curve
Not Enabled

Power response mode: power rate limit
Not Enabled

Additional protection and control modes
No

Cancel Done

al number for each Inverter.
tion with micro inverters or
number of text boxes (equal
er of inverters you entered
ear. All serial numbers must
e entered.



Device Details

Connection Agreement

DER Installation Details **Connections & Devices** 2

Connections & Devices 2

+ Add AC Connection

+ Add DER Device

1 Click Edit to update the details of the device

Edit Remove

DER Device Validation status: Initial
ID: 200000004812881 Type: Solar PV Device status:

Parent AC Connection 1

Edit Remove

3 Enter the number of Devices (ie. the number of Panels)

Number of devices

11

5 Select from CEC List of Manufacturers (or select Other and specify)

Manufacturer

Jinko Solar Co Ltd

2 Select the Sub-type from the drop down list (or select Other and Specify)

Device sub-type

Crystalline

4 Set status to Active

Status

Active

6 Select from CEC List of Models for the selected Manufacturer (or select Other and specify)

Model Number

JKM400M-72H

7 The capacity will default if the Manufacturer & Model were selected, otherwise enter the capacity for a single Device in kW or kVA.

Rated capacity (kW or kVA)

0.4

8 Click on done to return to the Connections & Devices Screen

Cancel

Done

Validation & Submission

1 Once you have entered the details for all Connections & Devices in the Job, click on 'DER Installation Details'

2 Enter installer ID

3 Click on 'Validate' – and observe the messages displayed

4 If there are no errors, click on 'Submit'

3 Errors will be displayed at the top of the screen;

- Level 1 Exceptions – these must be corrected before the record can be submitted
- Level 2 Exceptions – these are warnings, if the values entered are as installed, you can submit the record and it will be reviewed by the NSP

You should update the details in the relevant connection/device to correct any errors and then click on 'Validate' to confirm.

Connection Agreement

DER Installation Details **Connections & Devices** 2

Connections & Devices 2

+ Add AC Connection + Add DER Device

AC Connection-1 Validation status: Pending Submission
ID: 200000004783503 Type: Inverter Connection status: Active Edit Remove

DER Device Validation status: Pending Submission
ID: 200000004812861 Type: Solar PV Device status: Active Parent: AC Connection 1 Edit Remove

AC Connection-2 Validation status: Pending Submission
ID: 200000004783504 Type: Inverter Connection status: Active Edit Remove

DER Device Validation status: Pending Submission
ID: 200000004812862 Type: Solar PV Device status: Active Parent: AC Connection 2 Edit Remove

Connection Agreement

DER Installation Details **Connections & Devices** 2

Application has been validated. You are free to submit

DER Installation

NMI (National Metering Identifier)
4103251911

Connection Agreement 'Job Number'
484186-0100222

Installer identification
InstallerID

Approved Capacity (KVA)
30

Number of phases available
3

VALIDATE SUBMIT

For assistance with data entry, please refer to User Guide and How To Video found [here](#) or the Frequently Asked Questions page found [here](#)
For any further assistance please contact SupportHub@aemo.com.au or call 1300236500

Downloading Receipts

Download Receipt

Please input your NMI, Job Number, and Installer ID to download a receipt.
For assistance please contact the NSP.
NSP Contact details can be found [here](#)

Get Receipt

1 To access a receipt, enter the NMI, Job number & Installer ID (as entered for that job) then click 'Get Receipt'

Note: You can ONLY access the receipt if the installation job has been completed in the DER Register and the status is 'Confirmed'

2 A PDF will be generated with details of;

Confirmation Date - Date when the installation was confirmed

Installer Details - Installer ID

Date Record Confirmed - Date when the job was completed

Installation Overview – NSP details including NSP name, job number, NMI & Export limit

Installed System Details - list of installed AC connection details including;

- Id, type, count, capacity(kVA), Total Capacity, Manufacturer & Model

System Source Details – list of installed DER Device details, including:

- Id, Type, number of devices, Rated Capacity (kW), Storage Capacity (kWh), Manufacturer & Model



11/02/2020

Automated Record Confirmation for a Distributed Energy Resource

This is to confirm that AEMO's records show that a small generating system, battery system or other distributed energy resource has been installed and is now operational, with the details below

Installer identification: tomstestID Date record confirmed: 11/02/2020

Installation Overview

The total approved distributed energy resource capacity for this site is 15 kVA/kW and the capacity of the installed system at his site is 15 kVA/kW

National Metering Identifier (NMI): 000000000J Job Number: 000000000J

Installed system details:

Identifier	Equipment Type	Capacity(kVA/kW)	Manufacturer Name	Model Number
20000000701472	Inverter	9.2	ABB	4000N2
20000000701534	Inverter	5.8	Telex Motors Australia Pty Ltd	Powerwall 2

System source details:

Identifier	Type	Installed Capacity	Manufacturer Name	Model Number
0000745300	Solar PV	9.48	Tiwe Solar Co Ltd	TSM-395DEG15MC-07(J)
0000745404	Storage	5	Telex Motors Australia Pty Ltd	AC Powerwall

Disclaimer: AEMO provides no warranty in relation to the above information (including in relation to accuracy, reliability, completeness, currency or suitability). Users should contact the relevant network service provider for queries or concerns about the information

More information:

- [FAQs](#)
- [DER Register Installer Portal User Guide](#)
- [DER Register web page](#)
- [Your local Network Service Provider](#)
- [AEMO's SupportHub](#)