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| APPLICATION FORM |
| Application for Notifiable Exemption in the NEM |

Please complete this Application Form using the appropriate Application Guide, and any other documents and information sources mentioned in this document.

The information in this Application Form is not to be altered without the prior written consent of Australian Energy Market Operator Ltd (AEMO).

Rules terms

Terms defined in the National Electricity Rules (*Rules* or NER) have the same meanings in this Application Form unless otherwise specified. Those terms are intended to be identified in this form by italicising them, but failure to italicise such a term does not affect its meaning.

Application Form submission

To submit an application to AEMO:

* Complete this Application Form, please ensure all required sections are complete and any prerequisites are met.
* Sign the form, if using a digital signature please ensure the signatory is copied into the submission email.
* Ensure any required letter of authority is in place. For more information and a template letter of authority please see [AEMO’s website.](https://aemo.com.au/energy-systems/electricity/national-electricity-market-nem/participate-in-the-market/registration)
* Email a copy of the completed, signed form including all attachments to the AEMO Market Registration Team via email to onboarding@aemo.com.au.

**Note:** AEMO’s Market Registration team is unable to access external file share links. Please attach all documentation you wish to submit to AEMO, and if files are over 10MB please use a zip file. Multiple emails are acceptable. If sending multiple emails, please number each email.

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Contents

[Application Overview 1](#_Toc180510310)

[Application Prerequisites 1](#_Toc180510311)

[Section A. Participant Category 1](#_Toc180510312)

[Section B. Application Details 1](#_Toc180510313)

[B.1. Applicant details 1](#_Toc180510314)

[B.2. Timing 2](#_Toc180510315)

[B.3. Declaration 2](#_Toc180510316)

[Section C. Contact Details 3](#_Toc180510317)

[C.1. Application contact 3](#_Toc180510318)

[C.2. Operational contacts 3](#_Toc180510319)

[Section D. Required Information 3](#_Toc180510320)

[D.1. Mandatory requirements 3](#_Toc180510321)

[D.2. Supporting information 4](#_Toc180510322)

[Section E. Fees and Charges 4](#_Toc180510323)

[Section F. IT Setup 5](#_Toc180510324)

Application Overview

Complete this Application Form (this Form) to apply for a Notifiable Exemption in the *National Electricity Market* (*NEM*).

This request will only be considered if the Applicant details shown in Section B.1 are identical to those shown in a current Application for Registration as a *Generator* or *Integrated Resource Provider[[1]](#footnote-2)* under assessment by AEMO.

Where a requirement for information is ‘Not Applicable’, please put “NA” in the field.

For help in completing this Form, refer to the [Guide to registration exemptions and production unit classification](https://aemo.com.au/-/media/files/stakeholder_consultation/consultations/nem-consultations/2022/guide-to-generator-exemption-and-classification-of-generating-units-consultation/final-documents/guide-to-registration-exemptions-and-production-unit-classification1.pdf) (Guide) on the AEMO website.

Direct any questions regarding your application to the AEMO Registration Team email: onboarding@aemo.com.au

# Application Prerequisites

The following items must be completed prior to the submission of a Notifiable Exemption application:

* An application for registration as a *Generator* or *Integrated Resource Provider*1has been submitted and initial assessment made by AEMO.
* The *generating system* or *integrated resource system* has an agreed set of *performance standards*.
* A supervisory control and data acquisition (SCADA) system is installed and is capable of continuously monitoring the output of the *generating system* or *integrated resource system* (or any *connected* part of the *generating system* or *integrated resource system*) at its *connection point.* End to end testing has been successfully completed with AEMO.
* AEMO has confirmed that the revenue Metering installation for the facility is NEM compliant.

Your application will not be processed if any item listed is not completed.

# Participant Category

This Form is for those wanting to apply for a Notifiable Exemption.

# Application Details

Please clearly mark all attachments as "Attachment to Section B“ and number each page consecutively.

## Applicant details

|  |  |
| --- | --- |
| Entity Name:  |       |
| Trading Name:  |       |
| ABN:  |       | ACN:  |       |
| Participant ID[[2]](#footnote-3): |       |
| Facility name: |       |
| Unit identifier: |       |
| Number of physical units: |       |

## Timing

|  |  |
| --- | --- |
| Earliest date for commencement of commissioning tests: |       |
| Proposed date of expiry of this exemption: |       |

## Declaration

The Applicant is applying to AEMO for an exemption from the requirement to register as a Registered Participant, in respect of the Facility detailed in this Application, under the National Electricity Rules (NER).

The Applicant declares that the Applicant authorises, approves and accepts that, in respect of this application and any related future application:

* AEMO may communicate with any person, as appropriate, including to verify information.
* AEMO may treat any communication on the Applicant’s behalf, whether physical, or electronic through a login to AEMO’s systems (including using access rights given by a Participant Administrator), as being by or to a person who is the Applicant’s:
	+ authorised officer;
	+ delegate, appointed by the Applicant’s authorised officer; or
	+ agent, appointed by the Applicant’s authorised officer (including as registration contact in respect of the application),

without AEMO requiring a separate letter of authority in this regard.

* AEMO may rely on any such communication, as being:
	+ given by the Applicant, when given by the person;
	+ given to the Applicant, when given to the person;
	+ the Applicant’s in respect of any acts, omissions, statements, representations and notices;
	+ instructed by the Applicant, regardless of whether any such instruction has been given, or its terms; and
	+ complete, true and correct.

I, <Full Name>, <Position>, declare that I have been authorised by the Applicant to submit this Application on their behalf and certify that the contents of the Application and any further submissions are complete, true and correct.

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: |  | Date: | 11/02/2025 |

By signing this form, the signatory warrants that the signatory is duly authorised to sign this document on behalf of the Applicant and to make the declarations set out in this document on the Applicant’s behalf.

# Contact Details

Please clearly mark all attachments as "Attachment to Section C" and number each page consecutively.

You must provide contact details to assist with communication between AEMO and your organisation.

Provide contact details for your head office, any branch offices, and all relevant personnel.

## Application contact

Please provide contact details for any questions regarding this Application.

|  |  |
| --- | --- |
| Name: |       |
| Position: |       | Email: |       |
| Phone: |       | Mobile: |       |

## Operational contacts

Provide details of operational staff involved in works under this proposed Notifiable Exemption; please add as many relevant contacts as appropriate, i.e. where there are multiple organisations involved in commissioning.

If there is insufficient room in the table below, please copy the table and attach to this Form as required.

| Contact |  | Organisation | Name | Position | Email | Phone |
| --- | --- | --- | --- | --- | --- | --- |
| NSP |  |       |       |       |       |       |
| Commissioning |  |       |       |       |       |       |
|       |  |       |       |       |       |       |
|       |  |       |       |       |       |       |

# Required Information

The following is a list of mandatory requirements for a Notifiable Exemption.

Please clearly mark all attachments as "Attachment to Section D" and number each page consecutively.

## Mandatory requirements

* The *generating system* or *integrated resource system* has an agreed set of p*erformance standard*s.
* The Network Service Provider (NSP) has agreed to commissioning tests proceeding under this Notifiable Exemption and an operating protocol is in place.
* The highest combined nameplate rating of the *production units* simultaneously *connected* to the *network* at the *connection point* will be less than 5MW at all times.
* A supervisory control and data acquisition (SCADA) system is installed and is capable of continuously monitoring the output of the *generating system* or *integrated resource system* (or any *connected* part of the *generating system* or *integrated resource system*)at its *connection point.*
* There is an AEMO-approved NER compliant metering installation at the *connection point* with an assigned *financially responsible Market Participant* (FRMP).
* Confirmation that all parties involved in energisation and operation of plant have the appropriate authorisations and approvals in place and are aware of all compliance requirements.

## Supporting information

The following information is required in addition to that provided for the current Application for Registration as a *Generator* or *Integrated Resource Provider* to confirm the requirements above. Provide the information requested in the following table and check each checkbox to indicate that the required information has been provided.

|  |  |  |
| --- | --- | --- |
| Role | Organisation | Participant ID |
| Financially Responsible Market Participant |       |       |
| Metering Coordinator |       |       |
| Network Service Provider |       |       |

[ ]  Written evidence that the NSP has agreed to commissioning tests proceeding under this Notifiable Exemption, including details of any conditions of that agreement and evidence that any pre-requisites have been met.

[ ]  A copy of the operating protocol covering the matters in the Guide to Registration Exemption and Production Unit Classification.

[ ]  Written confirmation from the *financially responsible Market Participant* that they have agreed to purchase any *sent out generation* at the *connection point* for the proposed duration of the exemption*.*

[ ]  Written confirmation that the *Metering Coordinator* is aware of the intent to energise the *connection point*.

[ ]  Explanation for the proposed duration of this exemption including plan of activities to be undertaken during the exemption period (see Section B.2).

[ ]  Written assurance that all relevant entities involved in pre-commissioning work under this proposed notifiable exemption:

* have obtained all necessary licences or authorisations prior to energising and operating any parts of the *generating system* or *integrated resource system* and any high voltage transformers, lines and other network equipment within the facility, and
* will comply with all applicable safety and regulatory requirements to operate that equipment. It is the proponent’s responsibility to ensure they are fully informed of all applicable requirements in this regard. AEMO does not authorise the conduct of these activities and cannot advise on or verify compliance.

# Fees and Charges

The standard fee for an exemption from registration as listed in the latest [fee schedule](https://www.aemo.com.au/about/corporate-governance/energy-market-fees-and-charges) on the AEMO website will apply to this application. (This fee is in addition to the Application for Registration as a *Generator* or *Integrated Resource Provider* fee for the Facility.)

After the initial receipt of the application forms, AEMO will send a tax invoice to the applicant for payment. The registration fee can be paid by EFT. You should provide a remittance advice from your bank once payment has been lodged.

Please note that assessment of an application will not be completed without confirmed payment of the standard fee.

Regardless of outcome, application processing activities and timeframes are the same and carry the same overheads, so fees and charges are non-refundable.

# IT Setup

Not required for this registration type.

1. Integrated Resource Provider to classify production unit(s) only. [↑](#footnote-ref-2)
2. Enter your current participant ID. [↑](#footnote-ref-3)