

AGENDA – POWER OF CHOICE - READINESS WORKING GROUP MEETING #6

DATE: Tuesday 4 April 2017
TIME: 1.30 pm – 4.00 pm AEST
LOCATION: AEMO MEL, SYD, BRI, ADE offices
CONTACT: poc@aemo.com.au
TELECONFERENCE: TOLL FREE: 1800 055 132
 CONFERENCE ID: 346 06 730
WEBINAR (SCREEN SHARING) <https://global.gotomeeting.com/join/657967669>
INVITEES POC-RWG members

ITEM	TOPIC	PAPERS	RESPONSIBLE	TIME
1.	Welcome and introduction	<i>Item_01: RWG/ITWG meeting notes (7 Mar)</i>	AEMO	13:30 – 13:40
2.	Market Readiness Update	<i>Item_02: POC Monthly Readiness Report (March)</i>	AEMO	13:40 – 14:00
3.	Accreditation and Registration	<i>Item 03: Accreditation & Registration Update (April)</i> <i>Item 04: POC Industry Accreditation and Registration Plan v0.2</i>	AEMO	14:00 – 14:30
5	Transition and Cutover	<i>Item 05: Transition & Cutover Planning Update (April)</i>	AEMO	14:30 – 15:50
6.	Agree actions and next steps – Readiness		AEMO	15:50 – 16:00

Meeting Notes

Power of Choice – Readiness Working Group (Meeting #5)

Power of Choice – Industry Testing Working Group (Meeting #2)

DATE: Tuesday 7 March 2017

TIME: 10:30 AM – 12:30 PM

LOCATION: Teleconference

Attendees: 60

Attendees	Company	Location
Tim Sheridan (Chair)	Australian Energy Market Operator	Melbourne
Kerry Galloway	Australian Energy Market Operator	Melbourne
Jackie Krizmanic	Australian Energy Market Operator	Melbourne
Paul LeFavi	Australian Energy Market Operator	Melbourne
Amale Yamak	Australian Energy Market Operator	Melbourne
Robert Speedy	Australian Energy Market Operator	Sydney
Hamish McNeish	Australian Energy Market Operator	Sydney
Jeff Roberts	ActewAGL Distribution (AAD)	Melbourne
Kate Goatley	ActewAGL Retail	Teleconference
Alena Chia	Active Stream	Teleconference
Helen Vassos	Active Stream	Teleconference
Keith Graham	Acumen	Teleconference
Andrew Peart	AGL	Teleconference
Mark Riley	AGL	Teleconference
Sandra Jones	Alinta Energy	Teleconference
Thiru Nagalingam	Alinta Energy	Teleconference
James Rowbottom	Aurora Energy	Teleconference
Paul Willacy	Aurora Energy	Teleconference
Peter Gilligan	Ausgrid	Teleconference
Justin Betlehem	AusNet Services	Teleconference
Richard Dumont	AusNet Services	Teleconference
Roy Thompson	AusNet Services	Teleconference
Shikha Gupta	Brave Energy Systems	Teleconference
Sarah Grundy	Brave Energy Systems	Teleconference
Phil Gardiner	CitiPower/Powercor	Teleconference
Louzanne Diaz	Computer Share Utilities	Teleconference

Attendees	Company	Location
Ammar Aljuboori	CovaU	Teleconference
Sarah Palmer	CovaU	Sydney
Dino Ou	Endeavour Energy	Teleconference
Anna Russo	Endeavour Energy	Teleconference
Charles Coulson	Energy Australia	Teleconference
Gurvir Singh	Energy Australia	Teleconference
Vishnu Vijayan	Energy Australia	Teleconference
Steven Tadic	Energy Australia	Teleconference
Teri Etchells	Energy Network Services	Teleconference
Jackie Mayo	Energy QLD	Teleconference
Martin Andonovski	Ergon Energy Queensland Pty Ltd	Teleconference
Ingrid Farrah	Ergon Energy Queensland Pty Ltd	Teleconference
Michelle Norris	Ergon Energy Queensland Pty Ltd	Teleconference
Claire Tamplin	ERM Power	Teleconference
Debbie Voltz	Essential Energy	Teleconference
Craig Taylor	Hansen Technologies	Teleconference
Ferouza Saran	Jemena	Teleconference
Matthew Mullen	Jemena	Teleconference
Peter Alberts	Jemena	Teleconference
Clinton Gadsden	Lumo Energy / Red Energy	Teleconference
Tom Cole	Metering Dynamics	Teleconference
Chantal Wright	Momentum Energy	Teleconference
Alex Fattal	NSW Department of Industry	Teleconference
Ciro Barbieri	Origin Energy	Teleconference
Paul Cliff	Origin Energy	Teleconference
Malcolm Hempel	Pacific Hydro	Teleconference
Peter Meywes	Pooled Energy	Teleconference
David Woods	SA Power Networks	Teleconference
Lance McMinn	Secure Meters (Australia) Pty Ltd	Teleconference
Aakash Sembey	Simply Energy	Teleconference
Warren Brooks	TasNetworks	Teleconference
Richard McNulty	United Energy	Teleconference
Tony Cartwright	United Energy	Teleconference
Paul Greenwood	Vector Advanced Metering Services	Teleconference

Meeting Notes (red text highlights action items)

1. Market Readiness Update

- AEMO presented a Program update:
 - Final determination for WP2 and final versions of the MC registration guide and ENM, MP and MDP accreditation checklists published on 28 February.
 - POC Procedures Working Group (POC-PWG) held a meeting on 6 March to discuss the WP3 (as built) process and timelines.
 - Final determination for B2B consultation published on 6 March and B2B accreditation guide expected by the end of March.
 - Systems work stream is holding a focus group meeting on 15 March to walkthrough the draft SMP User Guide/Technical Guide.
- Questions and comments made by the POC-RWG at the meeting included:
 - The importance of having a protocol on how the WP3 consultation will interact with the Industry Testing process was raised – with the protocol to include how information is shared and how the industry will make decisions regarding proposed changes.
 - It was noted that the B2B final determination was available on the website, and an AEMO communications will be made on Thursday
- AEMO presented a Readiness update:
 - Participant Information Sessions scheduled for 24 March, and are planned to cover the WP2 Procedure changes, B2B Procedure changes and the industry registration and accreditation process. AEMO noted however that the session will only cover finalised information so the industry registration and accreditation process may be scheduled in a second, later session depending in the progress of the Accreditation and Registration Plan.
 - An updated version of the Industry Accreditation and Registration Plan is scheduled for 24 March, however depending on the scope of the changes it may be a draft version 0.2 for industry feedback rather than a final version 1.0.
 - A version 0.2 of the draft Industry Test Strategy is expected to be circulated to the ITWG for review by the end of March.
 - AEMO has appointed an Industry Test Lead – Amale Yamak who will be chairing the ITWG and progressing the planning of Industry Testing.
- Questions and comments made by the POC-RWG/ITWG at the meeting included:
 - In the previous RWG/ITWG meeting the idea of having subgroups to progress test planning was raised. At this point the POC-ITWG will be the primary group for test planning and if it is deemed that separate sub-groups are required these will be formed as required.

2. Transition and Cutover

- AEMO presented an overview of Industry Transition and Cutover planning:
 - Paul LeFavi was introduced as the Transition and Cutover stream lead.
 - Transition and Cutover planning discussions will take place at the POC-RWG, with a separate group formed later if deemed necessary.
 - The Industry Transition and Cutover Plan will set out the sequence of task to support participants as they transfer to the new industry processes and solutions.
 - Draft guiding principles were presented for feedback and discussion.
 - AEMO described its bottom-up approach to transition and cutover planning, focusing on identifying key transition and cutover issues and understanding transition issues at a transaction type level.
 - AEMO is targeting to release a discussion paper in April with further information
- Questions and comments made by the POC-RWG at the meeting included:
 - It was raised that the Program Overview shows industry testing and registration and accreditation activities completing at the end of October and Transition commencing at the start of November. AEMO confirmed that these are nominal timeframes that will be firmed up with the detailed planning.
 - Discussion was held around the differences between the guiding principles: (3) “minimise the number of in-flight transactions as at the cutover date” and (6) “all transactions / messages begin and end under same business rules/systems to the extent possible”:
 - It was suggested that these were effectively the same, and that (6) may not be necessary as some transactions may start on the previous schema and finish on a new schema
 - Some participants thought that (3) was worthwhile keeping as participants can take actions to pro-actively complete inflight transactions prior to transition
 - A suggestion was made to modify (3) to say effectively manage the inflight transaction rather than minimise.
 - Some key transition issues were raised:
 - New roles and role changes in MSATS – including bulk role changes for large customers.
 - Updating Meter Standing Data (MC/ENM role, NMI/Meter Register Status) across industry participants.
 - Embedded network changes and interaction with Distribution Business.

3. Accreditation and Registration Plan – Industry feedback

- AEMO summarised the feedback to v0.1 of the Accreditation and Registration Plan:

- AEMO is incorporating industry feedback and aligning the plan with internal processes under the final qualification procedure, an updated plan is due to industry by 24 March 2017.
- Dates to submit plans will be shifted to end of March
- Plan clarifies that all participants who wish to use the B2B e-hub must be accredited as e-hub participants and that these guidelines are expected to be published by the end of March (due under the rules by 1 June 2017).
- Added a milestone to confirm registration and accreditation statuses prior to go-live.

4. Industry Test Strategy and Industry Test Plan (EN/MC) – industry feedback

- AEMO summarised the feedback v0.1 of the Industry Test Strategy and Industry Test Plan (EN/MC):
 - Industry feedback was focused on requiring more details in both the Strategy and the Plan.
 - AEMO's External Test Lead is concentrating on developing the detail required for the Strategy and the Plan, as well as the forward plan for ITWG interaction and planning milestones.
 - Phase 1 – EN/MC testing refers to the B2M changes due to Embedded Network and Competition in Metering rule changes. This phase is optional and will commence from May (however changes will be available in April).
 - Phase 2 details are dependent on the release schedule from AEMO's system team and they are expected by end of March.
 - Phase 3 is constrained to commence from mid-August (so compressing phase 1 and phase 2 will not bring phase 3 forward).
- AEMO will update the POC program overview – readiness work stream – to reflect the new start date of the EN/MC test execution
- AEMO will upload the draft versions of the strategy and the plans on to the AEMO website.

5. Next Meetings (details to be confirmed)

- Participant Information Session: 24 March 2017
- Joint POC-RWG and POC-ITWG: 5 April 2017

6. Actions Summary

- Post meeting actions for the POC-RWG and POC-ITWG are summarised below.

Item	Topic	Action required	Responsible	By
1	RWG/ITWG meeting notes	Prepare and distribute meeting notes to RWG	AEMO	14-Mar-17
2	Program overview – Readiness work stream	Update to reflect start of EN/MC testing in May (and correct mistake in years)	AEMO	14-Mar-17
3	AEMO website	Upload draft versions 0.1 of the Accreditation and Registration Plan, Industry Test Strategy and Industry Test Plan (EN/MC)	AEMO	14-Mar-17

Summary:

- Project status remains amber in March 2017:
 - Status of “at risk” of achieving project deliverables on schedule.
 - Progress approximately 20% (substantially unchanged).
 - Risk rating of “medium”.
- Participant categories:
 - Retailers and Distribution Businesses overall reporting amber (“at risk”).
 - Metering Providers, Meter Data Providers and Metering Coordinators have changed from green to amber (“at risk”) compared to February 2017.
 - AEMO and Embedded Network Managers overall reporting green (“within schedule”).
- Jurisdictional status and rating in line with overall project status apart from a high risk rating in Victoria

Highlighted risks:

- Amber status primarily relates primarily to constrained timelines for delivery:
 - Changes between draft and final B2B procedures requiring additional time to implement.
 - Uncertainties in operation of business processes (e.g. meter churn).
 - Compressed timeframes for system design, build and testing.
 - Compressed timeframes for registration and accreditation – including e-hub accreditation
- Other issues highlighted include:
 - Lack of clarity on safety regulations.
 - “Medium” to “high” risk rating highlighted in Victoria relates to the ongoing uncertainty associated with:
 - The Victorian Government Transition to Metering Competition in Victoria decision timing in March 2017.
 - VICAMI meter type classification.
- Mitigating actions include:
 - Participants are undertaking impact assessments for the final B2B procedures and package 2 AEMO procedures.
 - AEMO appointed Industry Test Lead to progress industry test planning.
 - Industry actively engaging with the Vic Government process, March 2017 remains on track.
 - AEMO targeting to publish e-hub accreditation guidelines by end of March 2017.

Number of submissions:

- 31 reports received in total representing the following participant roles (increased from 27 in February):
 - 14 retailers (increased from 12)
 - 13 distribution businesses (includes initial MC, MP and MDP)
 - 5 metering companies (MPD, MP) (increased from 3)
 - 7 metering coordinators (MC) (increased from 5)
 - 3 embedded network manager (ENM) (increased from 2)
- Approximately 23 retailers are not yet taking part in industry reporting:
 - These retailers have been contacted and AEMO will continue to follow up.

Note that organisations can nominate for multiple roles and participants can submit combined reports (i.e. one report for two distribution businesses)

POC ACCREDITATION & REGISTRATION UPDATE

4 April 2017

Main Changes:

- Key Milestones updated.
- B2B Accreditation added.
- Victorian updates (subject to the Order in Council).
- Accreditation and Registration Processes are separate sections.
- Process Flows added.
- Future time slotting removed but participants still encouraged to provide expected proposed dates to enable AEMO to resource plan.
- When proposed dates provided, AEMO will provide indicative waiting/processing times (based on quantity and types of applications already received).

Next Steps:

- Industry feedback on the 2nd draft to POC inbox by 7th April
 - AEMO to update and finalise industry plan.
- 19th April - AEMO to circulate final version
- 26th April – Participant Information Session:
 - Overview of qualification, accreditation and registration processes.

QUESTIONS



Contact: poc@aemo.com.au



POWER OF CHOICE IMPLEMENTATION PROGRAM

INDUSTRY ACCREDITATION AND REGISTRATION PLAN
(VERSION 0.24)

Published: ~~February~~ March
2017





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
0.2	24/03/2017	Second draft issued, incorporating industry feedback received on Version 0.1



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 <u>8</u>	Qualification Procedure and Accreditation Checklists (MP, MDP, ENM) published	1 March 2017	AEMO
10 <u>9</u>	Metering Coordinator Registration Guideline and Application Form published	1 March 2017	AEMO
<u>10</u>	<u>Registration and Accreditation (MP, MDP, ENM, MC) plan second draft</u>	<u>24 March 2017</u>	<u>AEMO</u>
<u>11</u>	<u>POC-RWG meeting – discuss second draft</u>	<u>4 April 2017</u>	<u>All</u>
12 <u>11</u>	<u>Registration and Accreditation (MP, MDP, ENM, MC) plan final version 1.0 AEMO upload accreditation and registration availability slots (MC, MP, MDP and ENM)</u>	<u>14 April 2017</u> 13 March 2017 [tbc]	<u>AEMO</u> All
13 <u>12</u>	Participant Information Session (qualification processes)	24 March 2017 [tbc] <u>26 April 2017</u>	AEMO
<u>14</u>	<u>Participants to submit planned timeframes for accreditation and registration activities</u>	<u>End April 2017</u>	<u>All</u>
<u>15</u>	<u>Confirmation of registration and accreditation statuses for go-live</u>	<u>31 October 2017</u>	<u>AEMO</u>
16 <u>13</u>	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} Targeted end of March 2017	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
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
6	Confirmation of e-hub accreditation statuses for go-live	31 October 2017	AEMO
7	Go-live date	1 December 2017	All



3. ACCREDITATION AND REGISTRATION OBLIGATIONS

3.1 Summary of accreditation and registration requirements

Table 3 Table-2 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](#)~~Table 3~~[Table 2](#), 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 [and B2B](#) 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

[B2B rule change](#)

[The B2B rule change requires that only parties accredited by AEMO as B2B e-Hub participants may use the B2B e-hub.](#)

[Metering Competition rule change](#)

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, [or the connection point is abolished](#).
- The LNSP must register as an initial Metering Coordinator with AEMO. [The LNSP will retain their current Participant ID in AEMO’s systems.](#)
- 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,.



Type 7 Metering Coordinator

- LNSPs will be required to take on the Metering Coordinator role for type 7 metering installations.
- The LNSP must register as a Metering Coordinator with AEMO. The LNSP will retain their current Participant ID in AEMO systems.

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, or the connection point is abolished.~~
- Victorian DNSPs must register as an initial Metering Coordinator with AEMO. The LNSP will retain their current Participant ID in AEMO's systems.
- 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.
- The Victorian government will be putting in an Order in Council to mandate that a financially responsible Market Participant must nominate the LNSP as the Metering Coordinator.

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

B2B rule change

The B2B rule change requires that only parties accredited by AEMO as B2B e-Hub participants may use the B2B e-hub.

Metering Competition rule change

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 LNSP 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.

3.2.23.2.3 Metering Providers and Metering Data Providers

B2B rule change

[The B2B rule change requires that only parties accredited by AEMO as B2B e-Hub participants may use the B2B e-hub.](#)

Metering Competition rule change

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.
- 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.

3.2.33.2.4 Metering Coordinators

B2B rule change

[The B2B rule change requires that only parties accredited by AEMO as B2B e-Hub participants may use the B2B e-hub.](#)

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



Metering Competition rule change

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.

3.2.43.2.5 Embedded Network Operators

B2B rule change

The B2B rule change requires that only parties accredited by AEMO as B2B e-Hub participants may use the B2B e-hub.

Embedded Network rule change

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.
- 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.

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.



- 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 de-registration of an Embedded Network Manager.

3-2.5.3.2.6 B2B e-Hub Participants

[The B2B rule change requires any party wishing to use the B2B e-hub to be accredited by AEMO as a B2B e-Hub Participant.](#) ~~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.

[The final rule requires AEMO to publish the accreditation process for B2B e-hub participants by 1 June 2017, however AEMO is targeting to publish this by the end of March 2017.](#)

~~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)

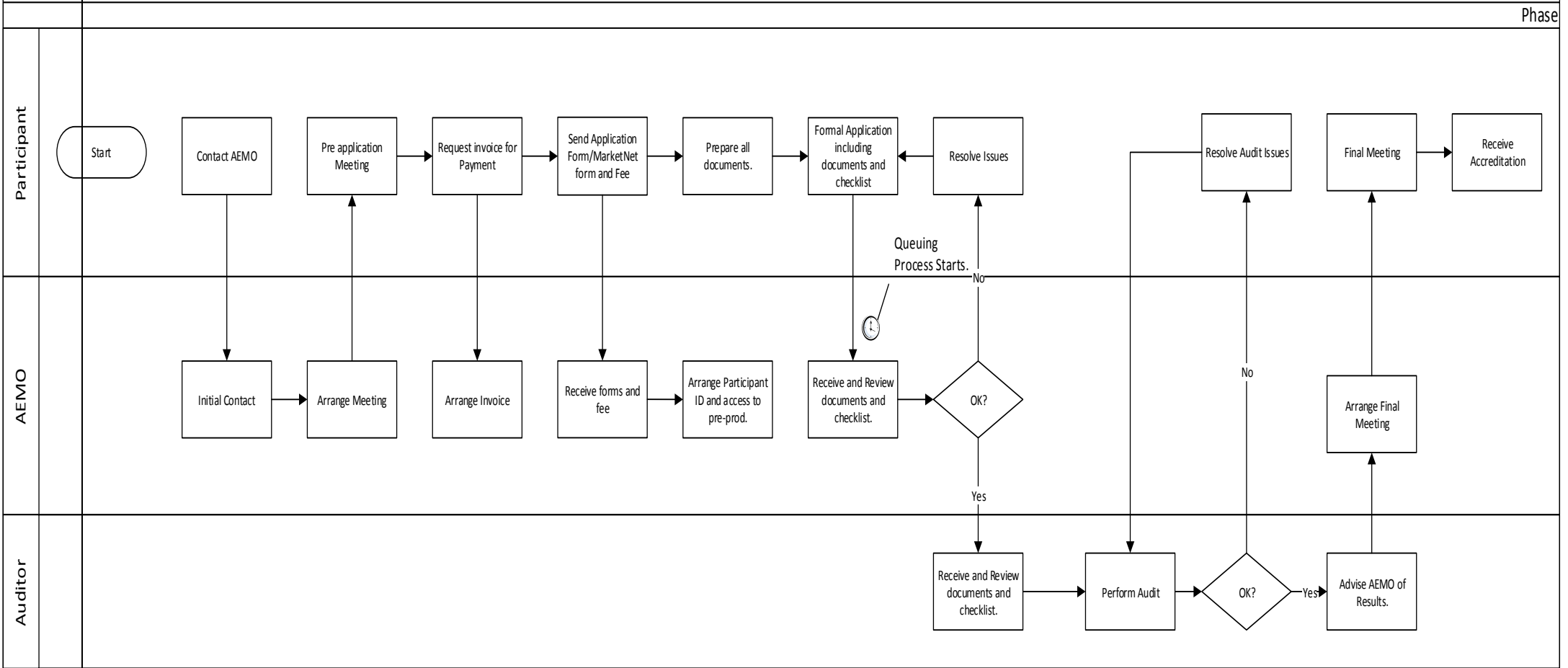
4.1 References

#	Document Title	Link	Date final available Published
1	Qualification Procedure (MP, MDP and ENM)	http://www.aemo.com.au/-/media/Files/Electricity/NEM/Retail_and_Metering/Metering-Procedures/2017/Qualification-Procedure-MP-MDP-ENM.pdf Draft: POC AEMO Procedure Changes Package 2 – Second Stage of Consultation	1 March 28 February 2017
2	Accreditation Checklists (MP, MDP and ENM)	http://www.aemo.com.au/-/media/Files/Electricity/NEM/Retail_and_Metering/Metering-Procedures/2017/Accreditation-Checklists.pdf Draft: Attached	128 February March 2017
3 3	Service Level Procedure for Meter Providers Metering Coordinator Registration Guide	http://www.aemo.com.au/Stakeholder-Consultation/Consultations/Power-of-Choice---AEMO-Procedure-Changes-Package-1 Draft: Draft Metering Coordinator Registration Guide	31 August 2016 4 March 2017
4 4	Service Level Procedure for Meter Data Providers Application for Registration as a Metering Coordinator	http://www.aemo.com.au/Stakeholder-Consultation/Consultations/Power-of-Choice---AEMO-Procedure-Changes-Package-1 Draft: Draft Application for Registration as a Metering Coordinator	31 August 2016 4 March 2017
5	Guide to Embedded Networks	http://www.aemo.com.au/-/media/Files/Stakeholder_Consultation/Consultations/Electricity_Consultations/2017/POC-P2/Guide-to-Embedded-Networks.pdf Draft: Attached	28 February 2017 4 March 2017
6	Service Level Procedure for Embedded Network Managers	http://www.aemo.com.au/Stakeholder-Consultation/Consultations/Power-of-Choice---AEMO-Procedure-Changes-Package-2 Draft: POC AEMO Procedure Changes Package 2 – Second Stage of Consultation	128 February March 2017



4.2 Work Flow Process

High Level Process flow for Accreditation



4.24.3 Participants

Expected minimum registration and accreditation requirements due to the Metering Competition and Embedded Network rule changes. Note that all participants (Retailers, DNSPs, MP, MDP, MC and ENM) who intend to use the B2B e-hub must also be accredited with AEMO as B2B e-hub participants). ~~Expected minimum registration and accreditation requirements due to the Metering Competition rule changes.~~

#	Category	Accreditation - MP and MDP	ENM Accreditation
1	DNSPs – excluding Victoria		As required
2	Victorian DNSPs	Type 4 and Type 4A (subject to Order in Council)	As required
3	Ring fenced DNSPs	As required – due to ring-fencing changes	As required
4	Ring Fenced Metering Business that is a subsidiary of a DNSP	As required – due to ring fencing changed As required - Type 4 (SCMI) and Type 4A	As required
4 5	Existing MP/MPD businesses	As required - Type 4 (SCMI) and Type 4A	As required
5 6	New Metering businesses	As required	As required
6 7	TNSPs	N/A	As required
7 8	Market Customers	N/A	As required
9	New Embedded Network Manager	N/A	As required

4.34.4 Approach

Participants will be expected to abide by the process detailed in the Qualification Procedure [and corresponding](#), ~~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's readiness team [by end of April 2017](#) of their ~~registration and accreditation requirements and planned time-frames~~ [for when they intend to undertake their accreditation activities.](#)
- **Step 2:** [Participants to request a pre-application meeting with AEMO to discuss the process and any specific requirements for achieving accreditation.](#)
- ~~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 43:** Participants ~~to will~~ submit their full application/s to AEMO's Information Support Hub (support.hub@aemo.com.au) ~~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 4:** AEMO's metering team to perform an initial review of participant's application for completeness.
- **Step 5:** Once AEMO is satisfied the applicant has submitted all necessary documentation, AEMO will prioritise its assessment of the participant's application in accordance with the queueing policy specified in the Qualification Procedure.
- **Step 6:** Upon completion of AEMO's assessment under step 5, the applicant is required to undertake a pre-production assessment to demonstrate their processes and IT systems are ready to interact with AEMO's systems.
- **Step 7:** AEMO will appoint an independent reviewer to undertake an on-site, risk-based review of the applicant's facilities and business processes.
- **Step 8:** After considering the independent reviewer's report, AEMO will undertake a final accreditation review with the applicant to address any outstanding issues or concerns that might preclude the applicant's success.
- **Step 9:** At the conclusion of AEMO's review, AEMO will advise the applicant if their application has been successful or not.

• —

~~Step 5:~~ AEMO's POC Readiness registration and/or metering-Metering team-Team will coordinate ~~the registration and/or any~~ accreditation activities ~~during the official slot~~. If for any reason the Participants 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.~~

4.4.5 Process

4.4.1 4.5.1 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~~[accreditation](#)
- ~~MC registration~~
- Planned date to be ready to submit full application/s
- MarketNet requirements
- MSATS requirements

[See Appendix A for example — TBC]

4.4.24.5.2 Step 2: ~~Pre-application meeting~~ ~~Allocating of timeslots~~

AEMO will then undertake a resource allocation and confirm ~~allocated slots~~[indicative waiting/processing times](#) 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~~[indicative times will be provided by AEMO based on the quantity and types of accreditation/registrations expected to be received around the applicants planned date.](#)

Register of Available Timeslots ~~Accreditation/Registration Register~~

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.~~

4.4.44.5.3 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~~[close to their planned date as possible](#). If a Participant has their full application ready prior to their allocated date, they are welcome to submit it early, [AEMO will provide an updated indicative waiting/processing time upon receipt](#), ~~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~~[planned](#) 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.~~[may be at risk of having their application take longer than the indicative times that were provided to them based on their planned date of submission.](#)

4.4.54.5.4 Step 5: ~~Initial Review~~ ~~Undertaking of registration and accreditation activities~~

Participants will work with ~~registration and/or the~~ 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 [the metering team to begin the process again.](#)

~~———— AEMO's readiness steam to be allocated a new slot.~~



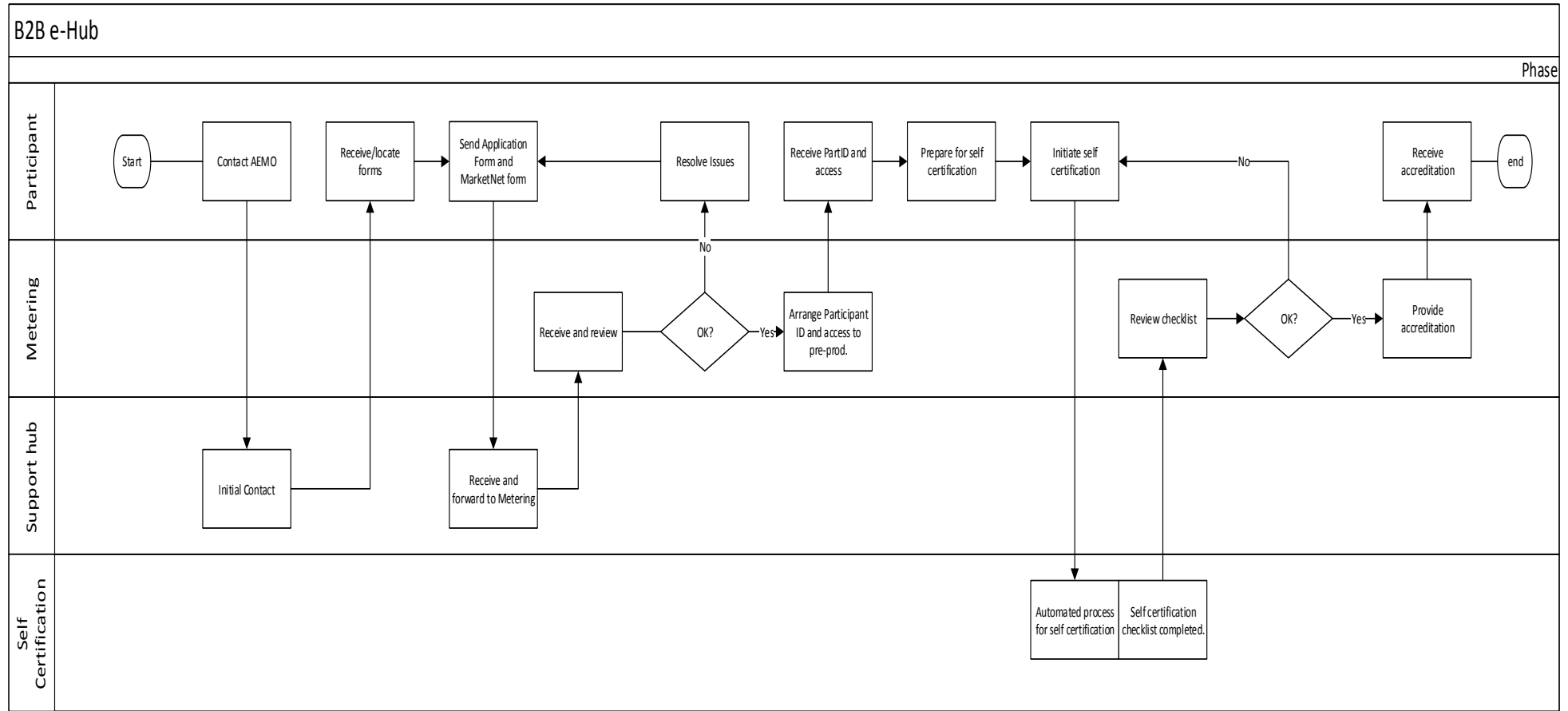
5. ~~PLACEHOLDER~~ B2B E-HUB ACCREDITATION PROCESS ~~PARTICIPANTS~~ ~~TBG~~

5.1 References

#	Document Title	Link	Date final available
1	B2B E-HUB PARTICIPANT ACCREDITATION AND REVOCATION PROCESS		
2			
3			



5.2 Work flow process



5.3 Participants

Expected minimum accreditation requirements due to the B2B rule changes. Accreditation is mandatory if the participant is choosing to use the B2B e-Hub to transact with other participants.

#	Category	Accreditation – B2B e-Hub
1	<u>DNSPs – excluding Victoria</u>	<u>As required</u>
2	<u>Victorian DNSPs</u>	<u>As required</u>
3	<u>Ring fenced DNSPs</u>	<u>As required</u>
4	<u>Ring Fenced Metering Business that is a subsidiary of a DNSP</u>	<u>As required</u>
5	<u>Existing MP/MPD businesses</u>	<u>As required</u>
6	<u>New Metering businesses</u>	<u>As required</u>
7	<u>Third Party B2B Participants</u>	<u>As required</u>
8	<u>Market Customers</u>	<u>As required</u>

5.4 Approach

Participants will be expected to abide by the process detailed in the B2B e-Hub Participant Accreditation and Revocation Process.

- Step 1: Participants to inform AEMO’s readiness team by end of May 2017 of their accreditation requirements and planned timeframes for when they intend to undertake their accreditation activities.
- Step 2: Participant to send application to AEMO Information Support Hub
- Step 3: AEMO’s Metering team to perform a review of participant’s application for completeness
- Step 4: Once the Metering team is satisfied the applicant has completed all necessary documentation, arrangements will be made for access to pre-production to enable participant to perform a self-certification process.
- Step 5: Participant to perform self-certification in pre-production ensuring they complete all of the appropriate transactions and those transactions all pass certification.
- Step 6: Metering team to review participant’s self-certification to confirm its successful completeness.
- Step 7: If the Metering team deem the self-certification to be successful they will issue a certificate of certification/accreditation.



6. REGISTRATION PROCESS FOR METERING COORDINATORS

6.1 References

#	Document Title	Link	Date final available
<u>1</u>	<u>Metering Coordinator Registration Guide</u>		
<u>2</u>	<u>Application for Registration as a-Initial Metering Coordinator (Initial MC)</u>		
<u>3</u>	<u>Application for Registration as a Metering Coordinator</u>		

~~5.2~~

6.2 Work Flow Process



~~PLACE HOLDER FOR REGISTRATION FORM~~

Participants

6.3 Participants

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

#	Category	Registration - MC
1	<u>DNSPs – excluding Victoria</u>	<u>Initial MC (type 5 and 6 metering), MC for type 7</u>
2	<u>Victorian DNSPs</u>	<u>Initial MC (type 5 and 6 metering), MC for type 7</u>
3	<u>Ring fenced DNSPs</u>	Initial MC or MCAs required
4	<u>Ring Fenced Metering Business that is a subsidiary of a DNSP</u>	<u>As required</u>
54	<u>Existing MP/MPD businesses</u>	<u>As required</u>
56	<u>New Metering businesses</u>	<u>As required</u>
67	<u>TNSPs</u>	<u>As required: connection points on the TNSP’s transmission network</u>
78	<u>Market Customers</u>	<u>As required: For connection points on a transmission network or Generators</u>
9	<u>New participant</u>	<u>As required</u>

6.4 Approach

Participants will be expected to abide by the process detailed in the NEM Metering Coordinator Registration Guide and corresponding Metering Coordinator Application Forms.

Step 1: Participant submits an Application for Registration as a Metering Coordinator this application should include all relevant documentation.

Step 2: AEMO will review the Application and respond to you within 5 business days of receipt of the Application.

Step 3: AEMO may request additional information or clarification of the information contained in the Application. If such a request is made, you must supply the additional information or clarification within 15 business days of AEMO’s request.

Step 4: Within 15 business days of receiving the Application, or within 15 business days of receiving the requested additional information or clarification, AEMO will notify you of AEMO’s determination and, if AEMO rejects your Application, the reasons for rejecting it.

AEMO’s notification under Step 4 will also include:

- a Any conditions of registration, if applicable, that AEMO considers reasonably necessary; and
- a A target effective date of registration. This date will be determined at a later date.

~~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), placeholder~~



6.7. COMMON PRACTICES

7.1.1 Communications

Participants will have the following points of contact:

Main Contact:

AEMO Information & Support Hub – suppothub@aemo.com.au

Operational Teams:

- **MC Registrations:** Registrations team – registration.desk@aemo.com.au
- **B2B e-Hub Accreditation:** Metering team – nem.b2b@aemo.com.au
- **MP Accreditation:** Metering team – nem.mpb@aemo.com.au
- **MDP Accreditation:** Metering team – nem.mdp@aemo.com.au
- **ENM Accreditation:** Metering team – nem.enm@aemo.com.au

Readiness Team:

- **Planning:** POC readiness team – POC@aemo.com.au

AEMO's POC readiness team can play a coordinating role with participants and the operational teams

Once Participants are ready to submit their full application their main point of contact will be with the relevant operational teams.

7.1.2 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 and/or the relevant operational team and the participant's organisation for all planning activities.

7.1.3 Documentation

AEMO's preferred method of receiving relevant documentation is for the participant to provide soft copies on a USB Memory Stick. This can be mailed to AEMO and addressed to the relevant team or can be delivered to an AEMO office addressed to the relevant team.

Postal Address:

GPO Box 2008

Melbourne Vic 3001

Offices:

Melbourne

Level 22, 530 Collins St

Melbourne Vic 3000

Sydney

Level 2, 20 Bond St

Sydney NSW 2000

Brisbane

Level 10, 10 Eagle St

Brisbane QLD 4000



[Adelaide](#)

[Level 9, 99 Gawler Pl](#)

[Adelaide SA 5000](#)

7.1.4 Monitor and Reporting

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



POC TRANSITION AND CUTOVER PLANNING OVERVIEW

4 April 2017

Purpose

- To present a high-level approach on Transition and Cut-Over planning for industry consideration.

Objective

- Confirm transition and cutover planning approach
 - › Provide a platform for participants and AEMO to collaborate and define industry transition and cutover activities for 1 December 2017.

1) Transition Plan

- Transition principles and approach
- Documentation of all transition activities

2) Cutover Plan

- Industry-agreed cutover schedule
- Communication and reporting
- Post go-live monitoring and support

Principles and approach

- Define industry-agreed approach to deliver plan:
 - › Principles/Decision Criteria, Governance, Timeframes (working within the regulatory framework)

Pre-requisites

- Procedures, aseXML Guidelines and IT system change approach
 - › AEMO and participant systems cutover approach and timelines

Develop the detailed transition plan (transition matrix)

- Defining existing B2B and B2M transaction activities.

For existing B2B, B2M and M2B transactions

- Assess the transition impact for each party:
 - › Identify where transition activities are required due to changes in the process (e.g. data transfer, ad-hoc reporting, etc.)
 - › Identify where IT system changes require transition activities (e.g. manual process during an outage period)

For each identified transition activity, define:

- Pre, during, post (go-live) activities.
- Transition activity timeframes.
- Identify parties involved for each transition activity.

EXAMPLE MATRIX TEMPLATE

Process	Sub Process - Brief description of the current process	Cross ref notes to B2M or B2B transactions	Existing regulatory obligation for this process	Priority	Initial transition plan expectations	Pre-Shutdown activities	During Shutdown activities	Post go-live activities (Rules and Procedures apply)	Other Notes, including any "In flight" arrangements
Meter Data - Retail	<p>Meter Data File Format (MDFF) is used by MDPs for the provision of <i>metering data</i> to MDPs, ENMs, and <i>Registered Participants</i>.</p> <p>Meter data is also provided to participants via the B2B Meter Data Notification.</p>	B2B Meter Data Notification	<p>NER Chapter 7.</p> <p>MDFF Specification NEM12 & NEM13.</p> <p>NEM B2B Meter Data Procedures.</p>	High	AEMO currently doesn't interact with this process therefore not impacted	AEMO	AEMO	AEMO	
					Retailers - Continue to receive MDN as per BAU	Retailers - Continue to receive MDN as per BAU	Retailers	Retailers - Recommence receiving MDN.	During the cut over shut down period, MDNs will not be sent.
					DNSPs – No transition plan required as it is BAU till 1 Dec Cut-Over	DNSP	DNSP	DNSP	
					MDPs - Transition plan required in the lead up to 1 Dec Cut-Over	MDPs - Continue to send MDN as per BAU	MDPs – Place all MDN on hold.	MDPs – Recommence sending MDN as per BAU.	
Special Read SO	<p>A need to obtain a special meter reading where an out of cycle reading is required (rather than a scheduled read).</p> <p>Used to check the accuracy of a <i>Meter Reading</i> or when a reading is required for preparing a final bill for a Customer.</p>	Special Read Service Order – Check Read, Final Read or <Blank>.	NEM B2B Service Order Procedure	Med	AEMO currently doesn't interact with this process therefore not impacted	AEMO	AEMO	AEMO	
					Retailers -	Retailers – BAU until 24 Nov 17. By end October develop and agree standard format in consultation with DNSP for manual requests.	Retailers - Special Read requests captured during shutdown period to be raised post go-live.	Retailers - Receiving actual reads in MDN and close off special read request in system. Re-raise special reads that have not been attempted?	Retailers may need to re-raise in-flight special read SOs from Report and tag as "pre-cutover request raised" in SO Special Instructions
					DNSP – Continue to receive and schedule work as per BAU up to industry cut-over.	DNSP - Continue to receive and schedule work as per BAU.	DNSP – Continue to receive and schedule work as per BAU. Place SO response on hold during shutdown period.	DNSP - Recommence sending So response transaction as per BAU.	Provide Retailers daily report of completed and not completed special reads prior to shutdown activities.
					MDPs - Continue to receive and schedule work as per BAU.	MDPs	MDPs	MDPs	

Transition and Cut-Over Focus Group

- Document detailed industry transition and cutover plan.
- Sufficiently authorised to represent official views on behalf of participant businesses.

Focus Group Options

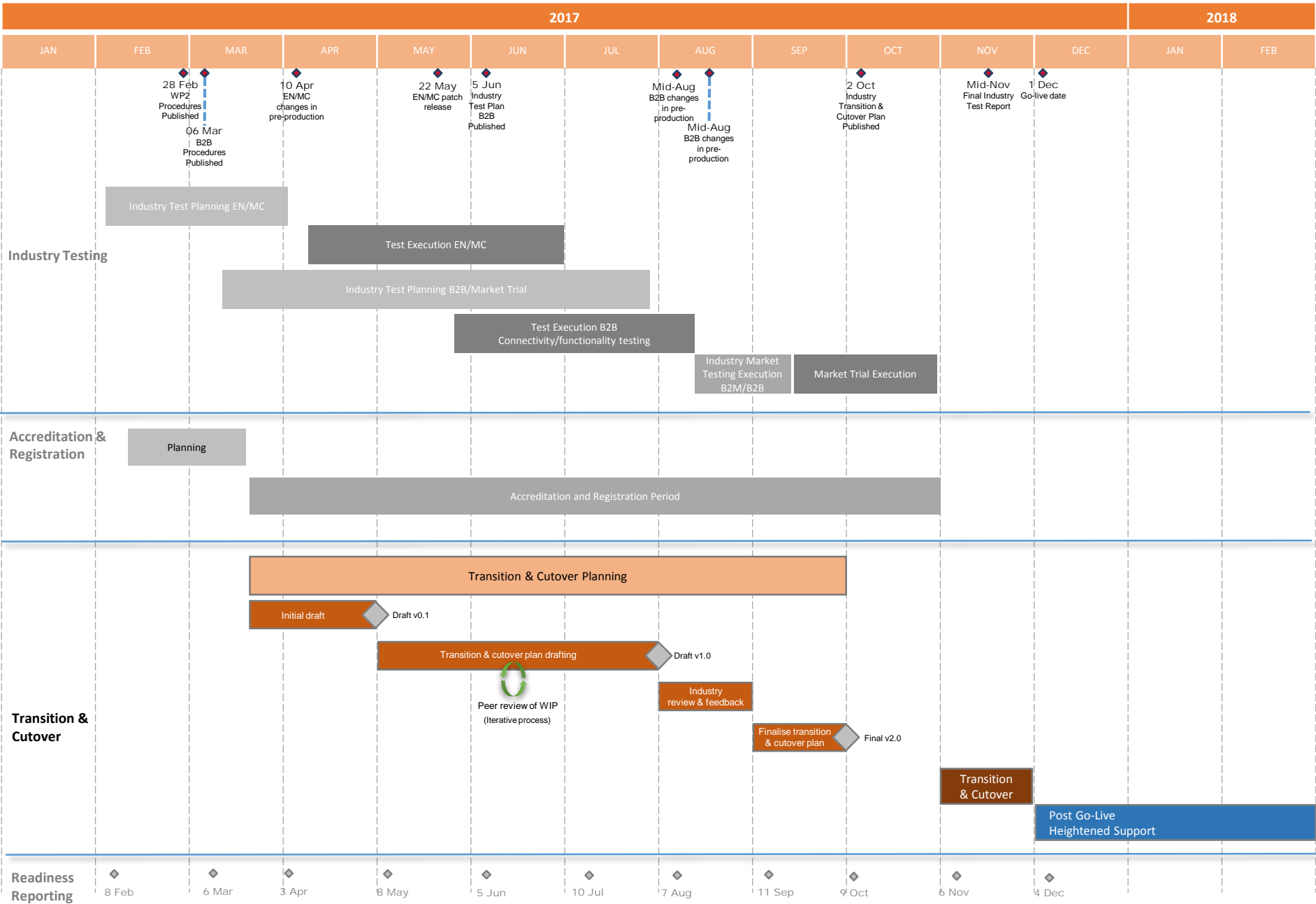
- Open to all registered participants to actively participate in workshops.
- Representative sub-group of industry SMEs nominated by participants.

Deliverables:

- Cutover Plan
- Go-Live checklist
- Dress rehearsal detailed plan/schedule and roster
- Dress rehearsal results and lessons learnt
- Actual Cutover detailed plan/schedule & roster
- Actual Cutover results and lessons learnt

Power of Choice (PoC) Program Overview – Readiness Work Stream – Transition and Cutover Planning

High Level Plan - 27 March 2017



MILESTONES

Deliverable / Milestone	Description	Planned date
Industry transition and cut-over planning commences		Apr 17
Initial industry transition and cut-over draft plan	Prepare initial draft of Transition and cutover planning document for industry development.	End of Apr 17
Detailed industry transition and cutover plan development	Develop detailed transition activities and cutover schedule.	May - July
Industry stakeholder review		Aug 17
Industry cut-over and transition plan completed		Sept 17
Industry cutover dress rehearsal		Nov 17
PoC Effective date		1 Dec 17

- Document initial draft Transition and Cutover plan
 - › End of April
- Call for Transition Cutover Focus Group nominations
 - › TBC
- Transition and Cutover workshop
 - › Early May