



WEMS Network Operator User Guide: Commissioning Test Plan System

December 2024

Version 1.0

Important notice

Purpose

The purpose of this document is to support the Network Operator’s use of the Commissioning Test Plan system in the WEMS environment.

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Version Control

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1. Introduction

The purpose of this document is to describe the Commissioning Test Plan user interface (CTP UI) functions and capabilities within the Wholesale Electricity Market System Market Participant Interface and act as a guide to users. The WEMS Market Participant Interface (WEMS MPI) is the medium between the Market Participant and AEMO to exchange and submit registration information, trading submissions, and facilitate the extraction of reports.

This document is intended for Network Operator users.

2. System Requirements

Please refer to the Market Procedure: Data and IT Interface Requirements for more information on the necessary technical details and standards, software and hardware specifications, and security standards required for Market Participants to operate in the Wholesale Electricity Market (WEM).

3. Accessing the System

The WEMS MPI is located at <https://wems.aemo.com.au/mpi>

Figure 1 WEMS MPI login screen



The screenshot displays the WEMS MPI login interface. At the top, the AEMO logo and RSA SecurID branding are visible. The main heading is 'Welcome to WEMS', followed by the instruction 'Log in to access WEMS'. The login form includes a 'User ID:' field and a 'Passcode:' field. A note explains that the passcode is the user's PIN plus the number on their RSA SecurID token. An image of the token is shown with the number 1759759. Below the form are 'Log In' and 'Reset' buttons. At the bottom, there is a link to 'Apply for a Token Login Reference Guide'.

Upon visiting the site, the MPI will require the user to authenticate with their WEMS RSA SecurID token before the user is able to access the MPI. The RSA SecurID token can be identified by the RSA SecurID dark blue and red logo with white writing (see Figure 2).

Figure 2 RSA SecurID token example



New users must apply for WEMS access by contacting their Market Participant Administrator (MPA) as well as completing the WEMS Token Request Form. This form, along with the RSA Quick Reference Guide, is available from the MPI login page or from WA Energy Market Management at wa.operations@aemo.com.au.

New users must also be assigned the appropriate roles by their MPA to ensure they have the correct access privileges. Refer to the [Market Participant Administrator Guide](#) for more information.

RSA SecurID tokens are managed and issued by AEMO; however individual roles and user accounts are managed by each MPA.

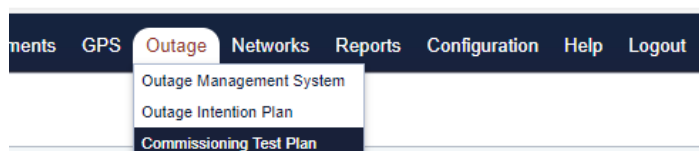
4. Commissioning Test Plan System

This section should be read in conjunction with the WEM Rules and the WEM Procedure: Commissioning Tests. For assistance with the Commissioning Test Plan System, contact WA Operational Planning and Forecasting at wa.sm.planning@aemo.com.au.

4.1 Commissioning Test Plans User Interface

To access the Commissioning Test Plans UI, login to the WEMS MPI environment and select the following dropdown and link: Outage > Commissioning Test Plan. (Figure 3)

Figure 1 Commissioning Test Plan System location in WEMS MPI



The Commissioning Test Plans UI shows the *current version* of all Commissioning Test Plans *submitted* by Market Participants. The screen defaults to displaying the CTPs in descending Created Date order (so most recently submitted first) but this can be altered by clicking on the header of each row.

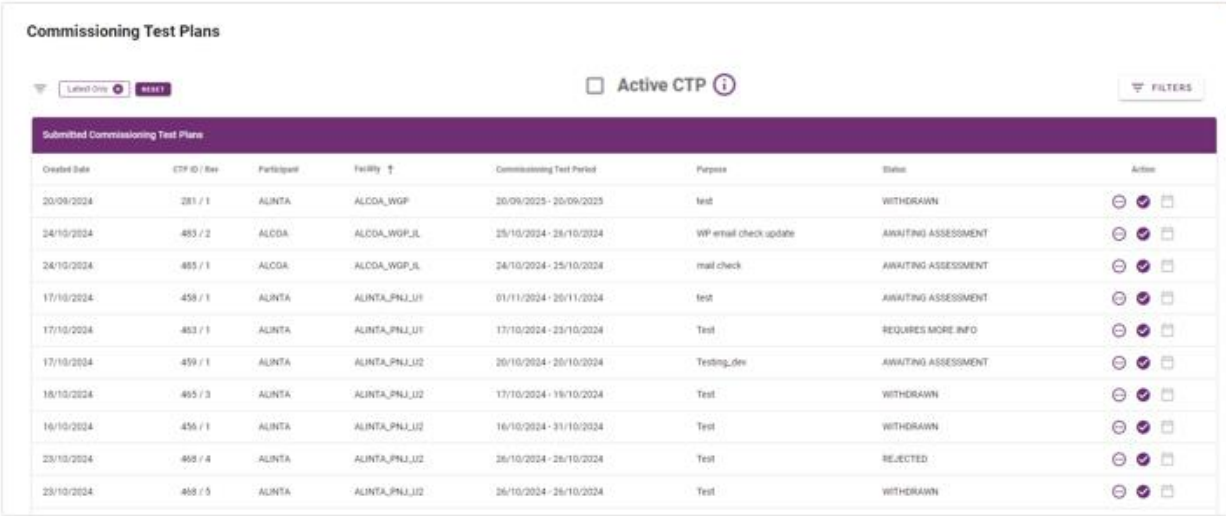
The view can be filtered down to only those CTPs *active on the current day* (ie. the CTP has one or more intervals between 00:00 and 23:55 that are in the Commissioning Test period) by selecting the “Active CTP” check box ☐ Active CTP ⓘ . To return to full display the box can be un-checked.

To view the details of the Commissioning Test Plan the user can press the View icon ⓘ which will launch the Commissioning Test Plan: View Details screen.

To view the schedule of the Commissioning Test Plan the user can press the Schedule icon 📅 which will launch the Commissioning Test Plan: View Schedule screen.

The CTP landing page layout is shown in Figure 4 below.

Figure 4 Commissioning Test Plan Landing Page



The fields and features on the CTP landing page are described below in Table 1.

Table 1 Commissioning Test Plan Fields and Features

Item	Type	Description
Submitted Commissioning Test Plans	Section	Section showing any submitted Commissioning Test Plans
Filters	Button	Launches the filter pop-up to enable filtering for Submitted Commissioning Test Plans – described in further detail under Section 4.2.
Created Date	Field	The date in which the CTP was created by the Market Participant.
CTP ID/Rev	Field	The ID associated with the CTP Submission and whether a revision has been submitted for that CTP.

Item	Type	Description
Participant	Field	The Participant owner of the Facility associated with the CTP Submission.
Facility	Field	The Facility associated with the CTP Submission.
Commissioning Test Period	Field	The Commissioning Test Period – taken from the From and To dates specified on the CTP Details.
Purpose	Field	The Purpose of the Commissioning Test Plan.
Status	Field	<p>The status of a submitted Commissioning Test Plan, with the following meanings:</p> <ul style="list-style-type: none"> • Awaiting Assessment – the submission was successful and is awaiting assessment by AEMO. • Requires More Info – AEMO has requested more information from the Market Participant before a full assessment can be completed. • Approved – the submission was approved by AEMO. • Rejected – the submission was rejected by AEMO following assessment or automatically rejected by the system due to not being assessed in time under the WEM Rules. • Superseded – indicates an archived version of CTP that has been superseded by a new revision. • Withdrawn – the submission was Withdrawn (cancelled) by the Market Participant. <p>See Appendix 1 for workflows relating to the Commissioning Test Plan states above.</p>
View CTP	Icon	Launches the View CTP Details screen.
View Schedule	Icon	Launched the View CTP Schedule screen. Only enabled if the Schedule has been completed.

Submitted Commissioning Test Plans on the landing page are by default sorted by Created Date in descending order. Further sorting can be achieved by clicking on any column heading either in ascending or descending order.

4.2 Commissioning Test Plan Filtering

To change the filter on this view:

1. Select “Filters” in the top-right of the Commissioning Test Plan page to open the filter window (Figure 5 on the next page refers).
2. Select the relevant filter criteria to be applied. Table 2 details the criteria which can be selected for filtering.
3. Select “Apply Filters” to apply the selected criteria to the Commissioning Test Plan table.
4. The applied filters will be listed above the “Submitted Commissioning Test Plans” table on the Commissioning Test Plans page (Figure 6).

Applied filters can be edited by selecting “Filters” again, editing the selected filter criteria, and selecting “Apply Filters” again.

To clear filters, click the “Reset” button at the top right of the filter pane (Figure 5) or on the Commissioning Test Plan page (Figure 6) – this will reset filters to Latest Revision. Filters can also be cleared individually by clicking on (x) next to each filter on the Commissioning Test Plan page.

Figure 5 Commissioning Test Plan Filter Window

Figure 6 Filters Applied to the Submitted Commissioning Test Plan Section

The table below describes the type of filtering options available.

Table 2 Commissioning Test Plan Filter Options

Field	Description
CTP ID	The number(s) pertaining to an CTP submission.
Status	Status of the Commissioning Test Plans.
Facility	The Facility/Facilities to which the CTP Plan applies.
Created Date (AWST): From and To	The date / time range in which a CTP was created.
Commissioning Test Period (AWST): From and To	The date / time range in which a Commissioning Test Plan will be active.
Purpose	A “contains” filter for the Purpose of the test.

Field	Description
Show latest revision only	Show only the latest revision of each CTP. By default, "Show latest revision only" is selected and remains on upon resetting filters. If unchecked then the current and superseded versions of all CTPs can be viewed.

5. Commissioning Test Plan View

5.1 View Details

A Commissioning Test Plan’s details as outlined in Figure 7 below, can be viewed by clicking the "View Details" icon alongside the Commissioning Test Plan in either the Draft Commissioning Test Plans or Submitted Commissioning Test Plans section.

For CTPs submitted prior to implementation of the upgraded system, the details displayed will show the original XL in the Commission Plan Doc field.

The Schedule for these prior CTPs will not be visible in the new system. To view the Schedule for CTPs prior to the upgrade, the user must download the XL document from Commission Plan Doc.

Figure 7 Commissioning Test Plan: View Details

Commissioning Test Plans: Details (View)

Submission Details

CTP ID

488

Revision

1

Status

Awaiting Assessment

User

AEMOTESTER@WPGENER

Submitted Date/Time

28/10/2024 17:43

Commission Test Period

Start Date

2024-10-29

Disruption Start Interval

14:30

End Date

2024-11-08

Disruption End Interval

14:30

Facility

Facility

COLLIE_G1

Contact Details(Operational)

email

email1@abc.com

Mobile

Phone

Contact Details(Commercial)

email

email2@abc.com

Mobile

Phone

Commission Test Details

Type

Control, Monitoring or Comms related tests

Related Outage

0

Purpose

Demo rfa practice

Network Operator Coordination

Test Description*

Demo rfa practice

Other Information

Submission Details

Submission Docs

Submission Comment

AEMO Response

AEMO Submission Docs

AEMO Comment

VIEW SCHEDULE

VIEW AUDIT

Table 3 and Table 4 below summarise the CTP key data fields and features respectively.

Table 3 View Commissioning Test Plan Details

Field	Description
Submission Details	Header
CTP ID #	The CTP Reference # assigned by AEMO.
Revision #	The Revision number of this CTP.
Status	The status of the CTP / Revision #.
User	The user ID of the person entering the CTP.
Submitted Date / Time	The date / time the CTP / Revision # was submitted to AEMO.
Commissioning Test Period	Header
Start Date	The Calendar Day in which the Commissioning Test Period starts
Dispatch Interval (START)	The Dispatch Interval in which the Commissioning Test Period starts
End Date	The Calendar Day in which the Commissioning Test Period ends
Dispatch Interval (END)	The Dispatch Interval in which the Commissioning Test Period ends. This is inclusive of the interval specified. i.e., 23:55 ends at 23:59:59
Facility	Header
Facility Code	The Facility Code registered in the WEM. The drop-down list is limited to Facilities registered to the Market Participant as at the start of the Trading Period.
Contact Details (Operational)	Header
Email	The Market Participant's Operational contact's email address
Mobile	The Market Participant's Operational contact's mobile number

Field	Description
Phone	The Market Participant's Operational contact's phone number
Contact Details (Commercial)	Header
Email	The Market Participant's Commercial contact's email address
Mobile	The Market Participant's Commercial contact's mobile number
Phone	The Market Participant's Commercial contact's phone number
Commissioning Test Details	Header
Type	The type of Commissioning Test that will be undertaken. Options include: <ul style="list-style-type: none"> • Significant Maintenance • Control, Monitoring or Comms related tests • GPS • ESS related • Other
Related Outage No	The Outage number in the OMS related to the Commissioning
Purpose of Test	The Purpose of the tests that are proposed to be undertaken.
Network Operator Coordination	A field to indicate whether any Network Operator Coordination is necessary.
Test Description	A description of the Commissioning Test Plan
Other Information	Any additional information applicable for the Commissioning Test Plan
Submission Details	Header
Commission Plan Doc	The plan attached to the original submission. This field is only visible for plans submitted under the old system
Supporting Docs	Further attachments that have been used to support the submission
Submission Comments	Text field showing additional information related to the submission
AEMO Response	
AEMO Submission Docs	
AEMO Comment	

Table 4 Commissioning Test Plan View Detail Features

Item	Type	Description
View Schedule	Button	Launches the Commissioning Test Plan View Schedule UI

5.2 View Schedule

5.2.1 Schedule Data by Calendar Day

The Commissioning Test Plan View Schedule screen allows the Schedule for each Calendar Day in the Commissioning Period to be viewed.

When first launched, it will default to the first day in the Commissioning Period. The user can then scroll backwards and forwards through the Schedule by using the arrow keys next to the "Day" on the screen header.

5.2.2 Viewing Modes

The data can be viewed in two separate modes:

- Condensed where the data is displayed as entered with information relating to From and To Dispatch Intervals;
- Expanded where the schedule information for each Dispatch Interval in the Calendar Day is entered.

On launch the Condensed data will be displayed.

5.2.3 Schedule Type

A Commissioning Test Plan Schedule can contain a Preferred Schedule and an Alternative Schedule. If an Alternative Schedule has been entered the user can use the toggle to switch between the two.

5.2.4 Active / Reactive Profiles

The user can launch the screen to view the daily Schedule information in graphical format as shown in Figure 9, further down in this section.

Figure 8 Commissioning Test Plan Schedule (Power Profile)

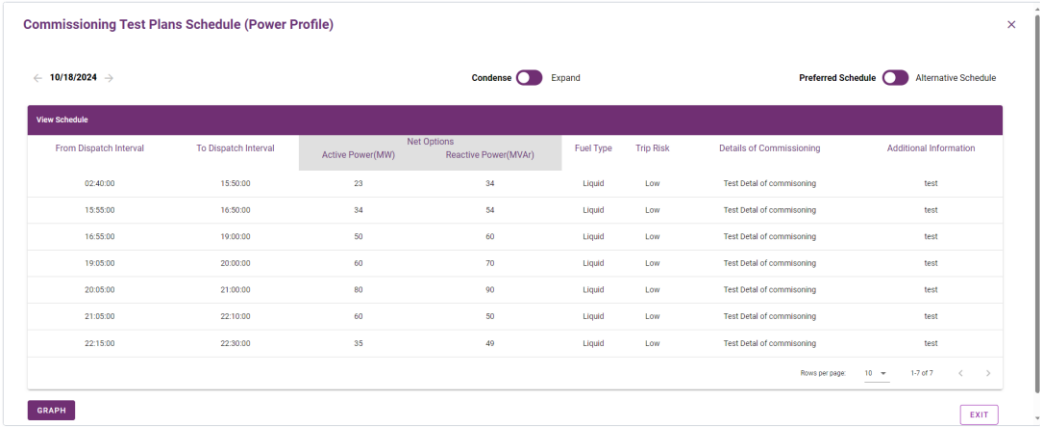


Table 5 and Table 6 below, provide an overview of the key View Schedule data fields and features respectively.

Table 5 View Schedule

Field	Description
From Date	Calendar Date in which the Commissioning Test activity is proposed to be undertaken
From Dispatch Interval	Dispatch Interval in which the Commissioning Test activity is proposed to be undertaken
End Date	Calendar Date in which the Commissioning Test activity is proposed to be finish
End Dispatch Interval	Dispatch Interval (a period of 5 minutes starting at the start of the specified DI) in which the Commissioning Test activity is proposed to finish
Active Power (MW)	The Active Power within the Dispatch Interval
Reactive Power (MVar)	The Reactive Power within the Dispatch Interval
Fuel Type	A selection of the type of Fuel being used: <ul style="list-style-type: none">Non-LiquidLiquid
Trip Risk	A quantitative indication of Trip Risk: <ul style="list-style-type: none">LowMediumHigh
Details of Commissioning Test	Details of the specific test being undertaken in the Dispatch Interval
Additional Information	Any Additional Information for the specific test being undertaken in the Dispatch Interval

Table 6 View Schedule Features

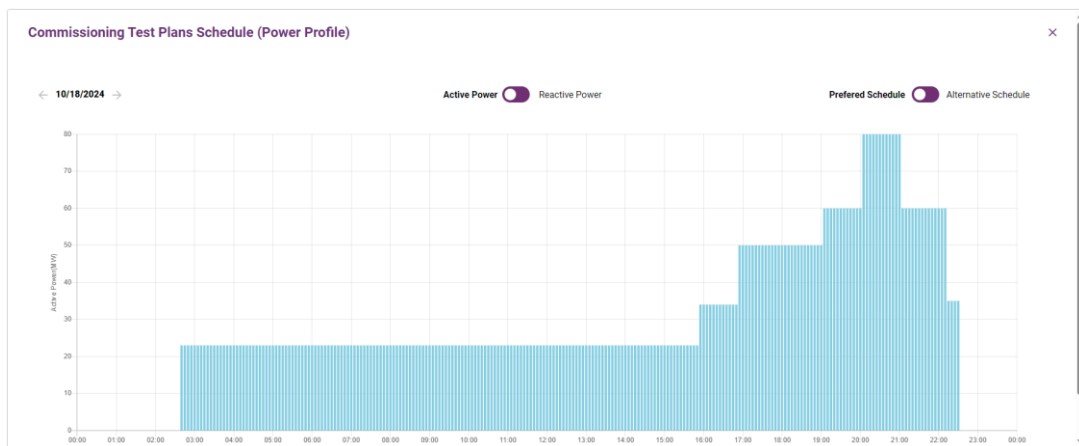
Item	Type	Description
Previous Day Arrow	Icon	Displays schedule data for the Previous Day. Disabled once the first day of the Commissioning Period is reached.
Next Day Arrow	Icon	Displays schedule data for the Next Day. Disabled once the final day of the Commissioning Period is reached.

Item	Type	Description
Preferred / Alternative Schedule Switch	Toggle Switch	Switches from the Preferred Schedule to the Alternative Schedule. Disabled if no Alternative Schedule has been specified.
Condensed / Expanded Mode switch	Toggle Switch	Switches between Expanded and Condensed mode.
Graph	Button	Launches the Power Profiles graphical display.

5.3 View Profiles Graph

The Commissioning Test Plan Graph screen (Figure 9) displays the *Active* or *Reactive* profile data for any calendar day in the Commissioning Period.

Figure 9 Commissioning Test Plan Graph



When first launched, it will default to the day in the Commissioning Period that was being displayed in the “View Schedule” screen. The user can then scroll backwards and forwards through the Schedule by using the arrow keys next to the “Day” on the UI header.

The data is displayed in graphical format with the Power rating displayed on the Y axis and the Dispatch Intervals for the Calendar Day displayed in the X axis.

There is a toggle switch at the top of the screen, that allows the user to switch between *Active* and *Reactive* power profiles.

The user can also switch between the *Preferred* Schedule and *Alternative* Schedule (if an alternative schedule has been entered by the Market Participant).

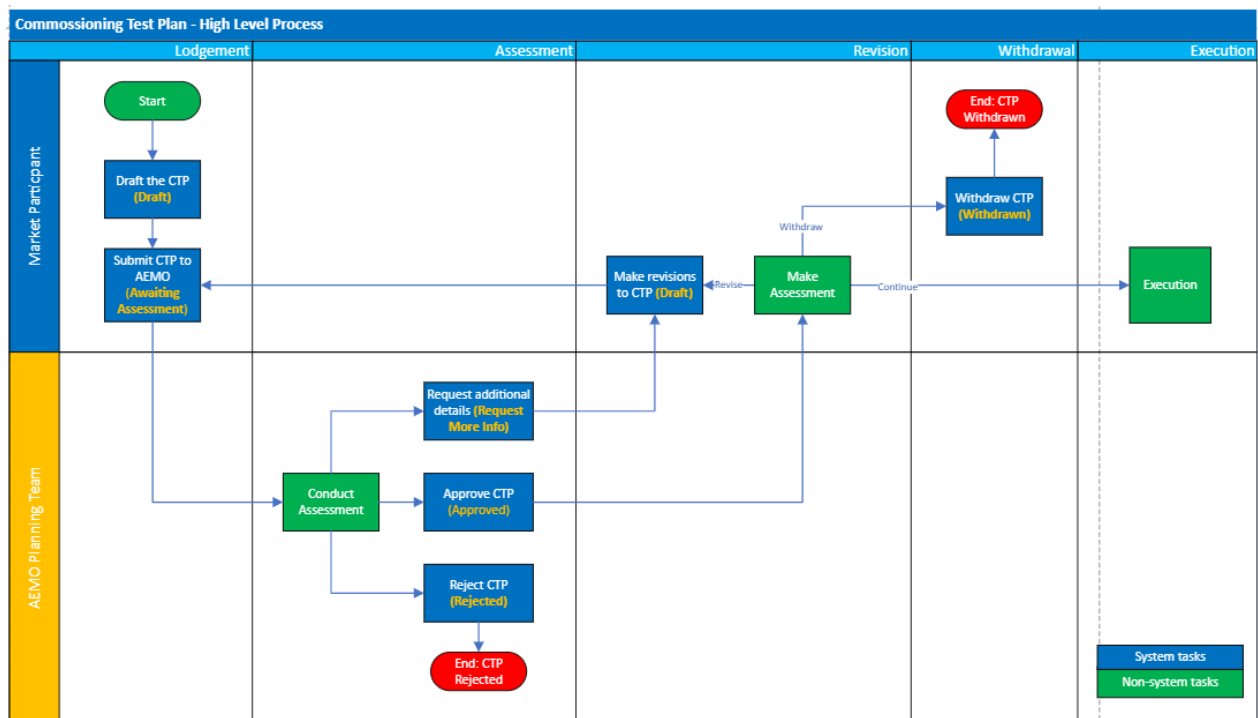
Table 7 on the next page, provides an overview of the key data features contained in the CTP graph screen.

Table 7 Graph Features

Item	Type	Description
Previous Day Arrow	Icon	Displays schedule data for the Previous Day. Disabled once the first day of the Commissioning Period is reached.
Next Day Arrow	Icon	Displays schedule data for the Next Day. Disabled once the final day of the Commissioning Period is reached.
Preferred / Alternative Schedule Switch	Toggle Switch	Switches from the Preferred Schedule to the Alternative Schedule. Disabled if no Alternative Schedule has been specified.
Active / Reactive switch	Toggle Switch	Switches between Active and Reactive power profile.
Power Profiles	Button	Launches the Power Profiles graphical display.

Appendix 1: Commissioning Test Plan Workflow

Figure 10 Commissioning Test Plan: Workflow



Glossary

This document uses many terms that have meanings defined in the Wholesale Electricity Market Rules (WEM Rules). The WEM Rules meanings are adopted unless otherwise specified.

Term	Definition
AEMO	Australian Electricity Market Operator
Calendar Day	A regular day from midnight to midnight
CTP	Commissioning Test Plan
MR	Wholesale Electricity Market Rule
Facility	Means a facility registered in the WEM
Participant	In the context of this document, Participant is used in general terms to mean any registered Rule Participant, unless otherwise specified
SWIS	South West Interconnected System
WEM	Wholesale Electricity Market
WEM Rules	Wholesale Electricity Market Rules
WEMS	Wholesale Electricity Market Systems