

Prequalification Application User Support Guide

Guidance document for Capacity Market participants



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1 Introduction

This document is designed to

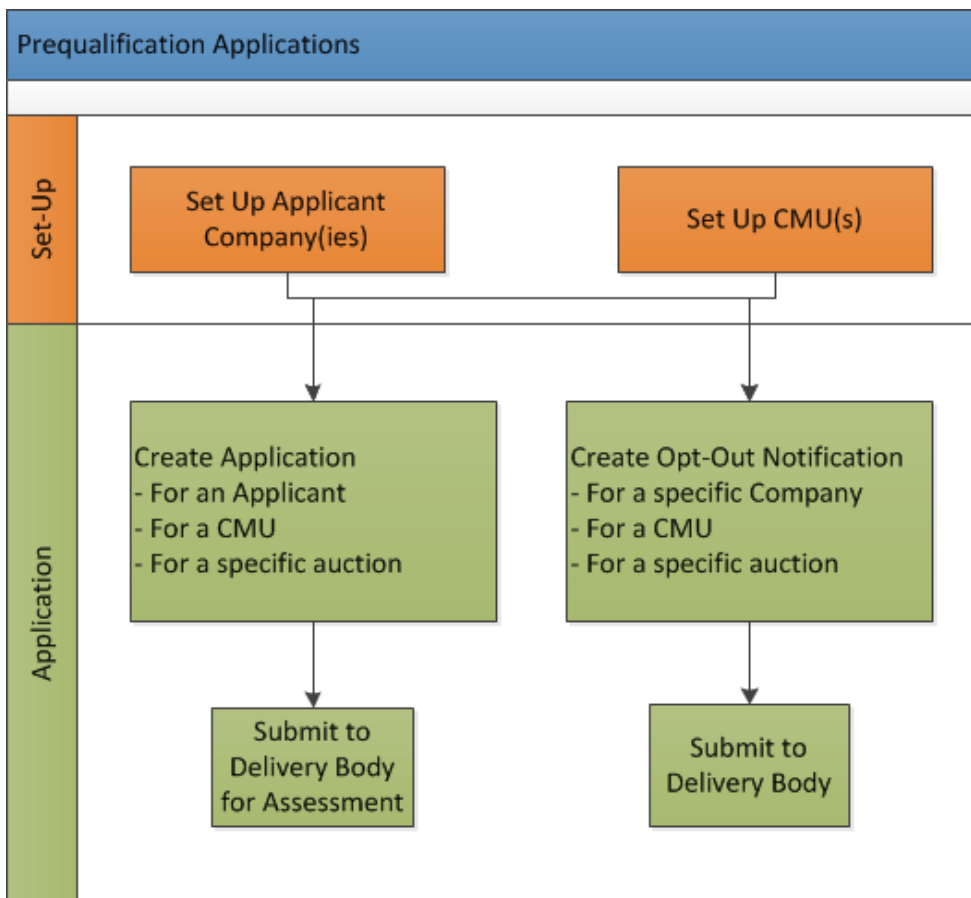
- (a) give potential Capacity Market Applicants a detailed overview of how to complete a Prequalification Application for a Capacity Market Unit for a Capacity Market Auction
- (b) give persons intending to submit an Opt-Out Notification for a Capacity Market Unit for a Capacity Market Auction a detailed overview of how to do so

in each case using the system provided by the Delivery Body for this purpose.

The system may be found online at www.emrdeliverybody.com.

Please note that prior to submitting either a Prequalification Application or an Opt-Out Notification the company will need to be registered with the Delivery Body and have usernames and authentication credentials issued. Information on how to complete this process is also available at www.emrdeliverybody.com.

The design of the system is such that information that is to be “fixed” regarding the company that will be the Applicant and the generating units, interconnector or demand side response units forming the Capacity Market Units will be defined within the system first. This information, once established can then be imported into the Applications repeatedly and as required as Applications are created for auctions.



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2 Creating a CMU

As noted in the introduction a first step to creating a Prequalification Application or Opt-Out Notification is to create a Capacity Market Applicant (CMU). By selecting *My CMUs*, under *Capacity Market* on the left hand menu of drop downs, a blue button at the bottom right of the screen will appear. Hovering over the same will give the options of adding:

- An Existing Generating CMU;
- An Existing Interconnector CMU;
- A New Build Generating CMU;
- A New Build Interconnector CMU;
- A Refurbishing Generating CMU;
- A Refurbishing Interconnector CMU;
- A Proven DSR CMU; or,
- An Unproven DSR CMU;

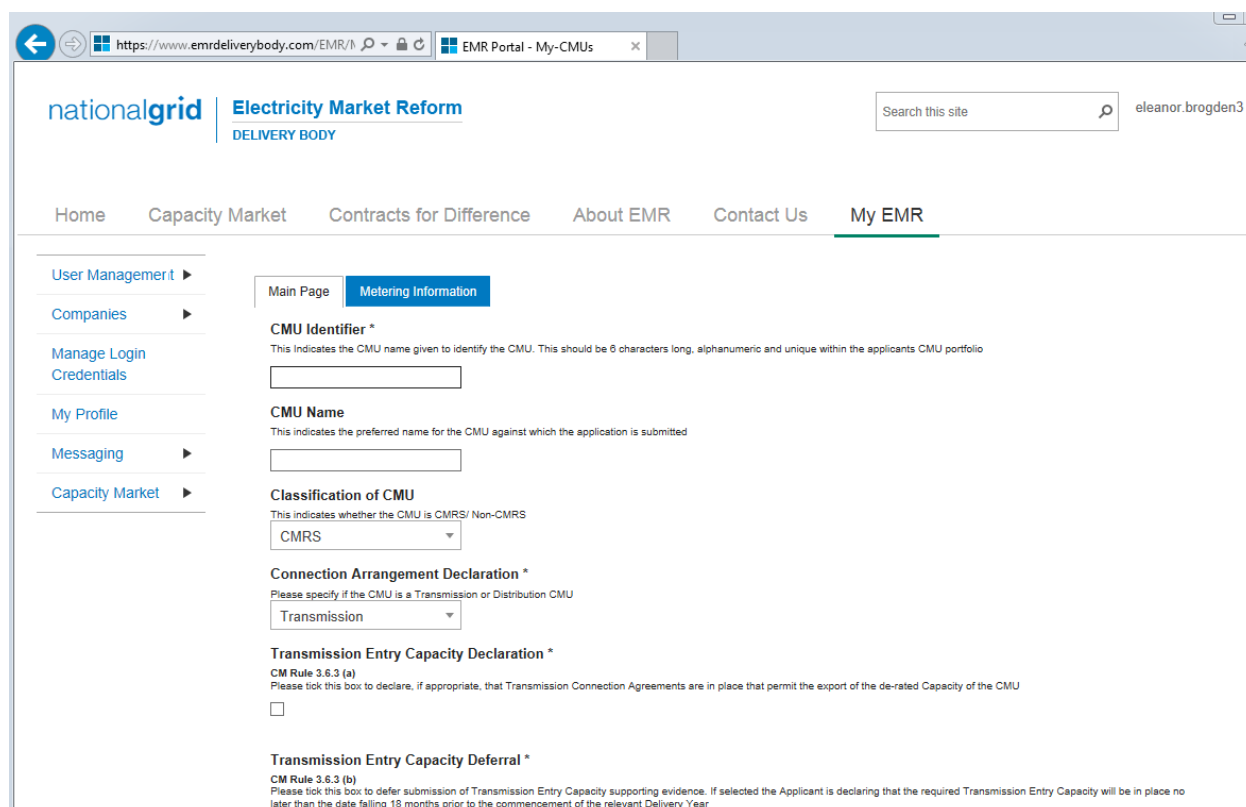
The screenshot shows the 'My CMUs' page in the EMR portal. The table below lists existing CMUs:

CMU Identifier	CMU Name	Type of CMU	Generating Technology Class	Connection Capacity	Pre-Refurbishing Connection
PPPPPP		Existing Generating CMU	Oil Gen & Recip (Invalid Class)	1224.232 MW	
TEST11		Existing Generating CMU	Oil Gen & Recip (Invalid Class)	303.123 MW	
EXINT1		Existing Interconnector CMU	Eleclink (France)	455 MW	
DSREBT	DSRTest1	Proven DSR CMU			Existing Generating CMU
ExNew1	Example New Build 1	New Build Generating CMU	COGT	50 MW	Existing Interconnector CMU
EXNBIN	Example New Build Inter...	New Build Interconnector CMU	Moyle and EWIC (Ireland)	1000 MW	New Build Generating CMU
ExGen1	Existing Generating Test	Existing Generating CMU	Oil-fired steam generators	100 MW	Refurbishing Generating CMU
ReFur1	Refurbishing Test	Refurbishing Generating CMU			Proven DSR CMU

Below the table, there are filter options: 'Filter by CMU Identifie', 'Filter by Name', and a dropdown menu set to 'Any'. At the bottom of the table, it says 'Previous 1 Next Show 30 entries'. A blue 'Add New CMU' button is visible at the bottom right of the table area.

2.1 Existing Generating CMU

To create an Existing Generating CMU, choose the relevant option from this menu – this will bring up the screen below.



The screenshot shows the EMR Portal - My-CMUs page. The page has a navigation menu with options: Home, Capacity Market, Contracts for Difference, About EMR, Contact Us, and My EMR. The My EMR page is active, showing a sidebar with options: User Management, Companies, Manage Login Credentials, My Profile, Messaging, and Capacity Market. The main content area is titled 'Main Page' and 'Metering Information'. It contains the following fields:

- CMU Identifier ***: This indicates the CMU name given to identify the CMU. This should be 6 characters long, alphanumeric and unique within the applicants CMU portfolio. (Text input field)
- CMU Name**: This indicates the preferred name for the CMU against which the application is submitted. (Text input field)
- Classification of CMU**: This indicates whether the CMU is CMRS/ Non-CMRS. (Dropdown menu with 'CMRS' selected)
- Connection Arrangement Declaration ***: Please specify if the CMU is a Transmission or Distribution CMU. (Dropdown menu with 'Transmission' selected)
- Transmission Entry Capacity Declaration ***: CM Rule 3.6.3 (a). Please tick this box to declare, if appropriate, that Transmission Connection Agreements are in place that permit the export of the de-rated Capacity of the CMU. (Checkbox, currently unchecked)
- Transmission Entry Capacity Deferral ***: CM Rule 3.6.3 (b). Please tick this box to defer submission of Transmission Entry Capacity supporting evidence. If selected the Applicant is declaring that the required Transmission Entry Capacity will be in place no later than the date falling 18 months prior to the commencement of the relevant Delivery Year. (Checkbox, currently unchecked)

There are two main sections of information required to be completed:

- the **Main Page**; and
- the **Metering Information** page.

Main Page

The *Main Page* asks for information required by Rules 3.4 and 3.6 to be selected. Having named the CMU with both an Identifier (this must be six alpha-numeric digits and unique – the system will prompt if a CMU ID is entered which does not meet these requirements) and a Name (which can be any text offering a more memorable full length name for the CMU than the identifier), then:

- Confirm whether the CMU is comprised of components all of which are registered with the Central Meter Registration Service (CMRS), as per the BSC or whether it is comprised of CMU components all of which are not registered in the CMRS. Please note that a mixture of non-CMRS and CMRS components within a CMU is not permitted under the Rules.
- Confirm whether the CMU is Transmission or Distribution connected CMU: -
 - a) If it is a Transmission connected CMU, a Transmission Entry Capacity Declaration will be required. Pursuant to Rule 3.6.3(a), ticking the field on the screen makes this Declaration. If ticked, then a copy of the Transmission Connection Agreement will need

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to be uploaded. If multiple agreements are required to be uploaded then these should be combined into a single file, for example using a zip file and uploaded in that single file format.

- b) As per Rule 3.6.3(b), there is the option of deferring acquiring the required Transmission Entry Capacity – provision is made for this with the option of ticking the pertinent field.

Connection Arrangement Declaration *
Please specify if the CMU is a Transmission or Distribution CMU
Transmission

Transmission Entry Capacity Declaration *
CM Rule 3.6.3 (a)
Please tick this box to declare, if appropriate, that Transmission Connection Agreements are in place that permit the export of the de-rated Capacity of the CMU

Transmission Entry Capacity Deferral *
CM Rule 3.6.3 (b)
Please tick this box to defer submission of Transmission Entry Capacity supporting evidence. If selected the Applicant is declaring that the required Transmission Entry Capacity will be in place no later than the date falling 18 months prior to the commencement of the relevant Delivery Year

- c) If it is a Distribution connected CMU, a Distribution Entry Capacity declaration will be required and a tick field facilitates this. If ticked, then a copy of the Distribution Connection Agreement will need to be uploaded.

Connection Arrangement Declaration *
Please specify if the CMU is a Transmission or Distribution CMU
Distribution

Distribution Entry Capacity *
Please confirm that one or more Distribution Connection Agreements have been entered into which permit at least, in aggregate, the Anticipated De-rated Capacity of that CMU and any other CMU to which any such Distribution Connection Agreement applies to connect to the Distribution Network in the relevant Delivery Years

Distribution Connection Agreement *
Add file
Browse...

The next question then asks the Applicant to confirm whether the CMU has been operational in the 24 months prior to the start of the Prequalification Window. This was a question that is no longer required to be answered under the Capacity Market Rules 2016 – there is no obligation on Applicants to answer the question and there will be no impact on the ability to prequalify if this question is not answered.

Main Page - CMU Components

Finally, on the *Main Page*, the CMU Components should be entered. By clicking on the *Add New Component* button on the bottom right hand of the screen, one or more CMU components may be added to the CMU.

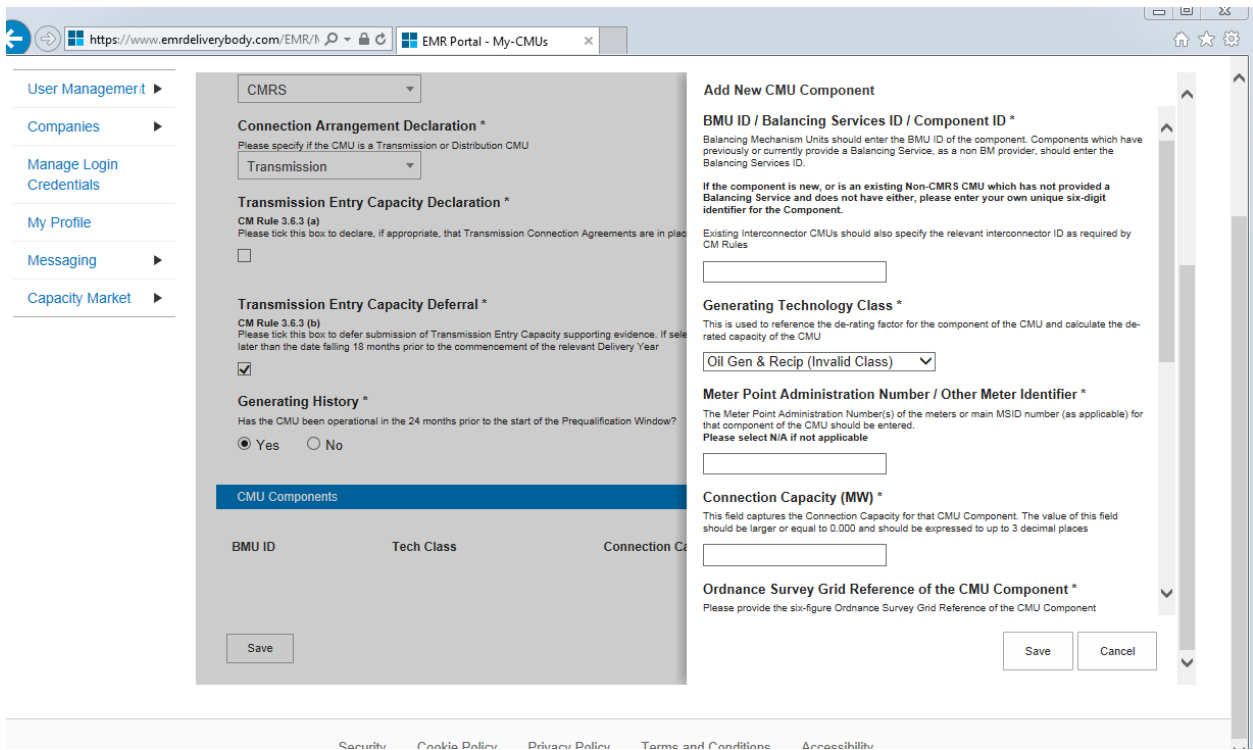
BMU ID	Tech Class	Connection Capacity
--------	------------	---------------------

Save

Add New Component

Upon clicking the “Add New Component” button the following fields are revealed:

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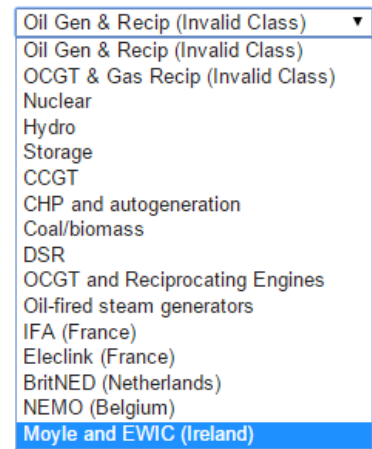


First of all is a text field asking for the BMU ID, Balancing Services ID, or Component ID. Please ensure that a valid component ID is entered. If the metering option relies on BMU metering or Balancing Services metering please ensure that the ID is entered correctly.

Next is a drop down menu to identify the Generating Technology Class of the CMU Component. This menu will ultimately link the CMU Component to its corresponding De-rating Factor once an Application for a specific auction has been made. Please note that where the drop-down list has "(Invalid Class)" next to it this should not be selected as these are historic Technology Classes not available for either of the Prequalification windows in 2016 (T-4 Auction, Early Auction or Transitional Auction).

Generating Technology Class *

This is used to reference the de-rating factor for the capacity of the CMU

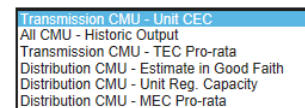


Then is the text field for the Meter Point Administration number (MPAN). Where the CMU Component does not have an MPAN, then Meter Identifier needs to be used.

The next text field requires the Connection Capacity for the CMU Component. This should be calculated in accordance with the options set out in Capacity Market Rule 3.5. The option chosen to set Connection Capacity should be indicated in the drop-down option further down the page as shown in the figure to the right.

Method used to calculate the Connection Capacity *

This is used to capture the calculation method regarding the Connection Capacity

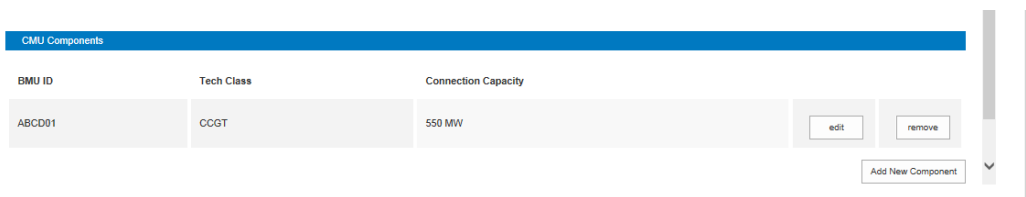


Further details then required to be entered for the component in the fields provided are:

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- An Ordnance Survey Grid Reference of the CMU Component (in the format XY 123 456)
- A description of the CMU component – this should just be a high level description of the CMU component.
- The address of the CMU Component.
- Finally information on the metering of any Auxiliary Load that may have effect on the CMU Component's Metering. This is required as the output of the Generating CMU must be expressed as its net output and therefore confirmation of how any auxiliary load is accounted for in the metering of the CMU needs to be recorded in this field. Example statements here may be that "The output of the CMU is metered net of Auxiliary Load" or "The net output of the CMU should be calculated as the output of BMU ID "ABCD-1" less 0.25 x BMU ID "ABCD-D".

Once completed, click *Save*, and the details of the CMU Component should then appear at the bottom of the *Main Page*. These can be edited or removed, and the option to *Add New Component* remains if there are multiple.



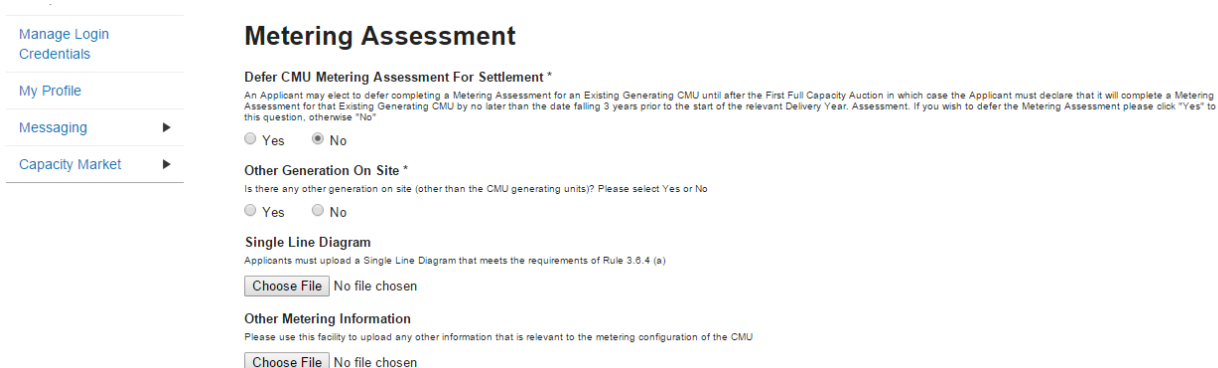
BMU ID	Tech Class	Connection Capacity
ABCD01	CCGT	550 MW

Metering Information Page

To the right of *Main Page* is *Metering Information*. The CMU Component data will have been brought across to this page already.

- The first question asks if the metering assessment is to be deferred for the CMU. **The ability to defer is not a valid option for an Existing Generating CMU** for 2016. The option is included only because New Build and Unproven DSR CMUs may elect to defer their metering assessments.
- The Applicant should indicate that they are not deferring their assessment by clicking *No*, further questions will then appear depending on the answers given to whether the CMU is "CMRS" or "non-CMRS", "Transmission connected" or "Distribution connected".

Transmission Connected Generating CMUs



Metering Assessment

Defer CMU Metering Assessment For Settlement *
An Applicant may elect to defer completing a Metering Assessment for an Existing Generating CMU until after the First Full Capacity Auction in which case the Applicant must declare that it will complete a Metering Assessment for that Existing Generating CMU by no later than the date falling 3 years prior to the start of the relevant Delivery Year. Assessment. If you wish to defer the Metering Assessment please click "Yes" to this question, otherwise "No"

Yes No

Other Generation On Site *
Is there any other generation on site (other than the CMU generating units)? Please select Yes or No

Yes No

Single Line Diagram
Applicants must upload a Single Line Diagram that meets the requirements of Rule 3.6.4 (a)

No file chosen

Other Metering Information
Please use this facility to upload any other information that is relevant to the metering configuration of the CMU

No file chosen

CMRS Distribution Connected

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- Manage Login Credentials
- My Profile
- Messaging ▶
- Capacity Market ▶

Metering Assessment

Defer CMU Metering Assessment For Settlement *

An Applicant may elect to defer completing a Metering Assessment for an Existing Generating CMU until after the First Full Capacity Auction in which case the Applicant must declare that it will complete a Metering Assessment for that Existing Generating CMU by no later than the date falling 3 years prior to the start of the relevant Delivery Year. Assessment. If you wish to defer the Metering Assessment please click "Yes" to this question, otherwise "No"

Yes No

Multiple Connections? *

Please specify whether the site has more than one connection to the Distribution Network (other than the connection used by the CMU Component). Please select Yes or No

Yes No

Metering Location *

Please specify whether the meters on the boundary with the Distribution Network (as opposed to embedded within the site)

- Selecting Yes means the meters are on the boundary with the Distribution Network.
- Selecting No means the meters are embedded within the site.

Please select Yes or No

Yes No

Other Generation On Site *

Is there any other generation on site (other than the CMU generating units)? Please select Yes or No

Yes No

Non-CMRS Distribution Connected

- User Management ▶
- Companies ▶
- Manage Login Credentials
- My Profile
- Messaging ▶
- Capacity Market ▶

Defer CMU Metering Assessment For Settlement *

An Applicant may elect to defer completing a Metering Assessment for an Existing Generating CMU until after the First Full Capacity Auction in which case the Applicant must declare that it will complete a Metering Assessment for that Existing Generating CMU by no later than the date falling 3 years prior to the start of the relevant Delivery Year. Assessment. If you wish to defer the Metering Assessment please click "Yes" to this question, otherwise "No"

Yes No

Proposed Metering Option? *

Please select which of the three metering pathways is to be used to monitor the performance of the proposed CMU component:

Metering Option (a)
The capacity provider will request that the relevant data collector (appointed by its supplier) passes the half hourly, non-aggregated BSC metered data for the relevant CMU component (and related meters on the same site if appropriate) to the settlement agent.

Metering Option (b)
The capacity provider will install / has installed appropriate half-hourly metering to measure delivery and provide the data to the settlement agent.

Metering Option (c)
The appropriate metering will be provided using existing balancing services metering used to monitor the provision to National Grid of a Short Term Operating Reserve (STOR) service, or relevant balancing services

Metering Option (a) ▼

Description of Metering Arrangements *

Please provide a brief description of the metering arrangements including their main intended purpose (for example Operational, STOR, Landlord/Tenant billing etc.) and any standards/specification which are applicable

Multiple Connections? *

Please specify whether the site has more than one connection to the Distribution Network (other than the connection used by the CMU Component). Please select Yes or No

Yes No

Metering Location *

Please specify whether the meters on the boundary with the Distribution Network (as opposed to embedded within the site)

- Selecting Yes means the meters are on the boundary with the Distribution Network.
- Selecting No means the meters are embedded within the site.

Please select Yes or No

Then there are two uploads required: the first of the single line diagrams and the other for any other metering information relevant to the metering configuration of the CMU. If multiple documents are required to be uploaded then these should be combined into a single file, for example using a zip file and uploaded in that single file format.

For Non-CMRS Generating CMUs or CMUs that are a subset of a BMU they should upload the **Metering Configuration Solution Statement** to the Other Metering Information field.

Clicking Save and ensuring that all required information is confirmed, declared, and / or uploaded, will create the CMU and its CMU Component. This will prompt where certain questions are yet to be answered. Please note that the prompt may ask you to fill in questions which are no longer mandatory for the 2016 prequalification process, so please do not rely on the prompts exclusively, but verify that you have completed all information required under the CM Rules by referring to chapter 3 of the Capacity Market Rules. Only questions required to be answered by the Capacity Market Rules 2016 will be assessed and there will be no impact of not answering questions

Not all questions answered

Following questions have not been completed:

- Section: Main Page
Transmission Entry Capacity Declaration *
Planning Consents Upload *
- Section: Construction Plan
Details of the Total Project Spend *
Construction Plan Declaration *
- Section: Metering Assessment
Other Generation On Site *

Do you want to continue?

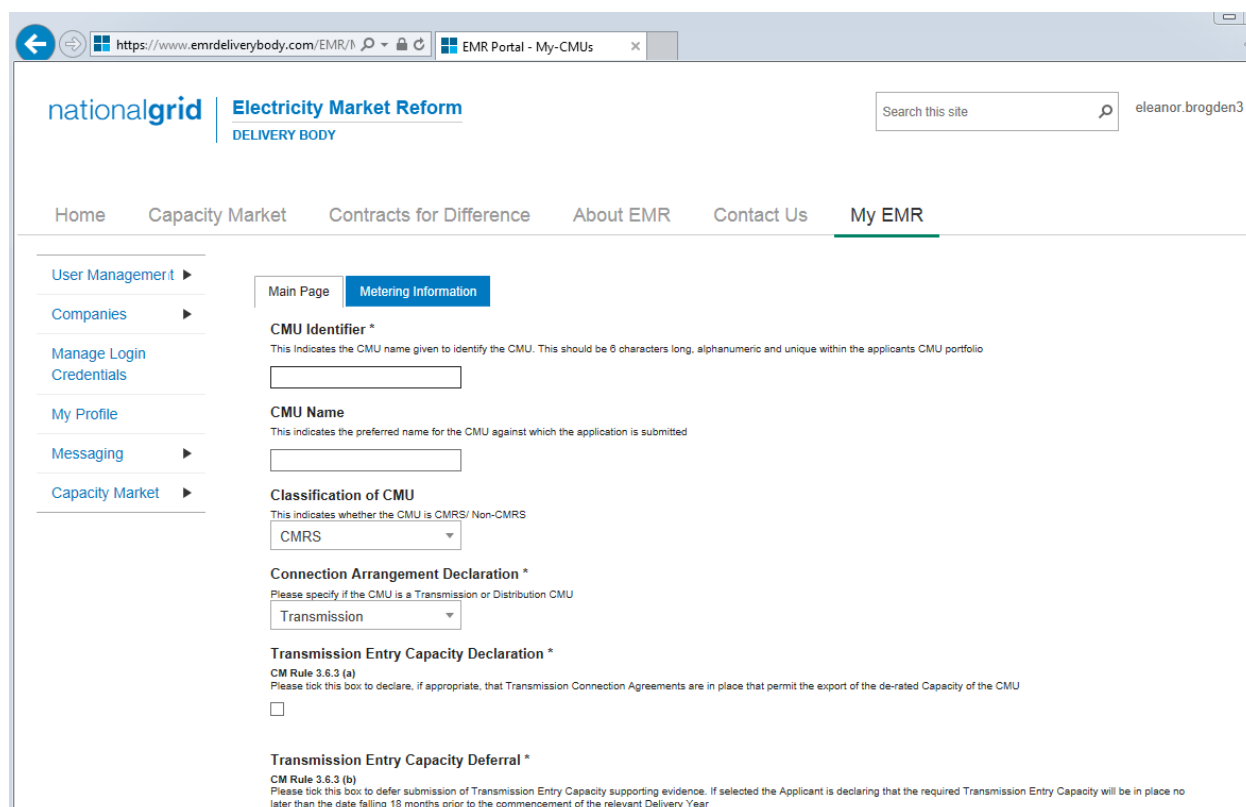
Yes No

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that are not required even if the IT system notes in the message that they have yet to be completed by the Applicant.

2.2 Existing Interconnector CMU

To create an Existing Interconnector CMU, choose the relevant option from this menu – this will bring up the screen below.



The screenshot shows a web browser window with the URL <https://www.emrdeliverybody.com/EMR/>. The page header includes the National Grid logo and 'Electricity Market Reform DELIVERY BODY'. A search bar and user name 'eleanor.brogden3' are visible. The navigation menu includes 'Home', 'Capacity Market', 'Contracts for Difference', 'About EMR', 'Contact Us', and 'My EMR'. The 'My EMR' section is active, showing a sidebar with 'User Management', 'Companies', 'Manage Login Credentials', 'My Profile', 'Messaging', and 'Capacity Market'. The main content area has two tabs: 'Main Page' and 'Metering Information'. The 'Metering Information' tab is selected, displaying the following fields:

- CMU Identifier ***: This indicates the CMU name given to identify the CMU. This should be 6 characters long, alphanumeric and unique within the applicants CMU portfolio. [Text input field]
- CMU Name**: This indicates the preferred name for the CMU against which the application is submitted. [Text input field]
- Classification of CMU**: This indicates whether the CMU is CMRS/ Non-CMRS. [Dropdown menu with 'CMRS' selected]
- Connection Arrangement Declaration ***: Please specify if the CMU is a Transmission or Distribution CMU. [Dropdown menu with 'Transmission' selected]
- Transmission Entry Capacity Declaration ***: CM Rule 3.6.3 (a). Please tick this box to declare, if appropriate, that Transmission Connection Agreements are in place that permit the export of the de-rated Capacity of the CMU. [Checkbox]
- Transmission Entry Capacity Deferral ***: CM Rule 3.6.3 (b). Please tick this box to defer submission of Transmission Entry Capacity supporting evidence. If selected the Applicant is declaring that the required Transmission Entry Capacity will be in place no later than the date falling 18 months prior to the commencement of the relevant Delivery Year. [Checkbox]

There are two main sections of information required to be completed:

- the **Main Page**; and
- the **Metering Information** page.

Main Page

The *Main Page* asks for information required by Rules 3.4 and 3.6 to be selected. Having named the CMU with both an Identifier (this must be six alpha-numeric digits and unique – the system will prompt if a CMU ID is entered which does not meet these requirements) and a Name (which can be any text offering a more memorable full length name for the CMU than the identifier), then:

- Confirm whether the CMU is comprised of components all of which are registered with the Central Meter Registration Service (CMRS), as per the BSC or whether it is comprised of CMU components all of which are not registered in the CMRS. Please note that a mixture of non-CMRS and CMRS components within a CMU is not permitted under the Rules.
- Confirm whether the CMU is Transmission or Distribution connected CMU: -
 - a) If it is a Transmission connected CMU, a Transmission Entry Capacity Declaration will be required. Pursuant to Rule 3.6.3(a), ticking the field on the screen makes this Declaration. If ticked, then a copy of the Transmission Connection Agreement will need

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to be uploaded. If multiple documents are required to be uploaded then these should be combined into a single file, for example using a zip file and uploaded in that single file format.

- b) If it is a Distribution connected CMU, a Distribution Entry Capacity declaration will be required and a tick field facilitates this. If ticked, then a copy of the Distribution Connection Agreement will need to be uploaded.

Connection Arrangement Declaration *

Please specify if the CMU is a Transmission or Distribution CMU

Distribution

Distribution Entry Capacity *

Please confirm that one or more Distribution Connection Agreements have been entered into which permit at least, in aggregate, the Anticipated De-rated Capacity of that CMU and any other CMU to which any such Distribution Connection Agreement applies to connect to the Distribution Network in the relevant Delivery Years

Distribution Connection Agreement *

Add file

Browse...

The next question then asks the Applicant to confirm whether the CMU has been operational in the 24 months prior to the start of the Prequalification Window. This was a question that is no longer required to be answered under the Capacity Market Rules 2016 – there is no obligation on Applicants to answer the question and there will be no impact on the ability to prequalify if this question is not answered.

Main Page - CMU Components

Finally, on the *Main Page*, the CMU Components should be entered. By clicking on the *Add New Component* button on the bottom right hand of the screen, one or more CMU components may be added to the CMU.

BMU ID	Tech Class	Connection Capacity
--------	------------	---------------------

Save

Add New Component

Upon clicking the “Add New Component” button the following fields are revealed:

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First of all is a text field asking for the BMU ID, Balancing Services ID, or Component ID. Please ensure that a valid component ID is entered which for an Interconnector CMU should be the CDCA identifier as specified in the CDCA-IO41 file.

Next is a drop down menu to identify the Generating Technology Class of the CMU Component. This menu will ultimately link the CMU Component to its corresponding De-rating Factor once an Application for a specific auction has been made. Please note that where the drop-down list has "(Invalid Class)" next to it this should not be selected as these are historic Technology Classes not available for either of the Prequalification windows in 2016 (T-4 Auction, Early Auction or Transitional Auction).

Generating Technology Class *

This is used to reference the de-rating factor for the capacity of the CMU

Then is the text field for the Meter Point Administration number (MPAN). Where the CMU Component does not have an MPAN, then Meter Identifier needs to be used.

The next text field requires the Connection Capacity for the CMU Component. This should be calculated in accordance with the options set out in Capacity Market Rule 3.5. The option chosen to set Connection Capacity should be indicated in the drop-down option further down the page as shown in the figure to the right.

Method used to calculate the Connection Capacity *

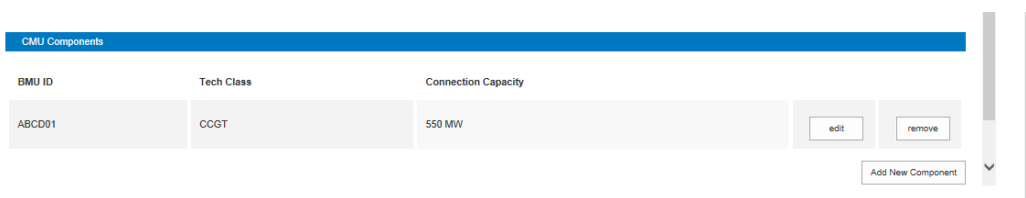
This is used to capture the calculation method regarding the Connection Capacity

Further details then required to be entered for the component in the fields provided are:

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- GB Location of the Interconnector CMU – i.e. the address of the CMU Component.
- Ordnance Survey Grid Reference of the Interconnector CMU Component (in the format XY 123 456)
- Information on country or territory to which the interconnector connects the GB electricity system to the “Non-GB Part”.
- The Forecast Technical Reliability of the interconnector
- A high-level description of the interconnector
- Finally the technical specifications of the interconnector

Once completed, click *Save*, and the details of the CMU Component should then appear at the bottom of the *Main Page*. These can be edited or removed, and the option to *Add New Component* remains if there are multiple.



BMU ID	Tech Class	Connection Capacity		
ABCD01	COGT	550 MW	edit	remove

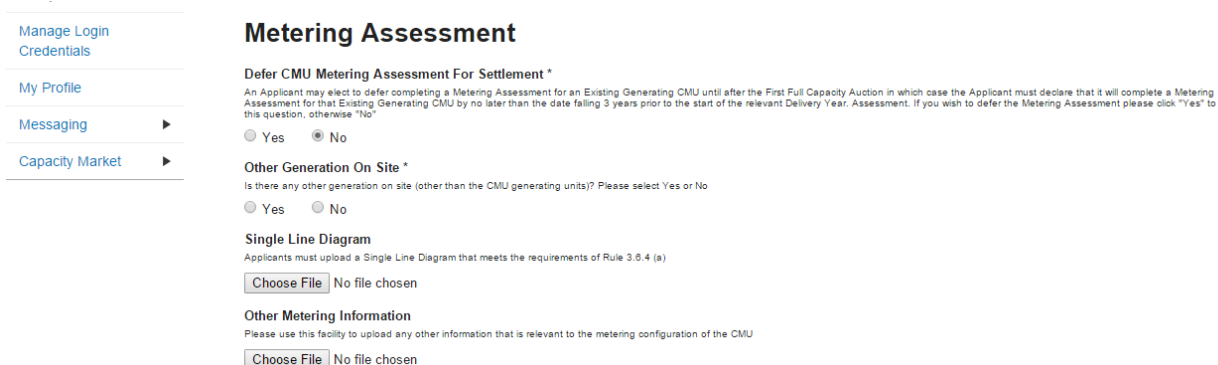
Add New Component

Metering Information Page

To the right of *Main Page* is *Metering Information*. The CMU Component data will have been brought across to this page already.

- The first question asks if the metering assessment is to be deferred for the CMU. **The ability to defer is not a valid option for an Existing Interconnector CMU** for 2016. The option is included only because New Build and Unproven DSR CMUs may elect to defer their metering assessments.
- The Applicant should indicate that they are not deferring their assessment by clicking *No*, further questions will then appear depending on the answers given to whether the CMU is “CMRS” or “non-CMRS”, “Transmission connected” or “Distribution connected”.

Transmission Connected Interconnector CMUs



[Manage Login Credentials](#)

[My Profile](#)

[Messaging](#)

[Capacity Market](#)

Metering Assessment

Defer CMU Metering Assessment For Settlement *

An Applicant may elect to defer completing a Metering Assessment for an Existing Generating CMU until after the First Full Capacity Auction in which case the Applicant must declare that it will complete a Metering Assessment for that Existing Generating CMU by no later than the date falling 3 years prior to the start of the relevant Delivery Year. Assessment. If you wish to defer the Metering Assessment please click “Yes” to this question, otherwise “No”

Yes No

Other Generation On Site *

Is there any other generation on site (other than the CMU generating units)? Please select Yes or No

Yes No

Single Line Diagram

Applicants must upload a Single Line Diagram that meets the requirements of Rule 3.6.4 (a)

No file chosen

Other Metering Information

Please use this facility to upload any other information that is relevant to the metering configuration of the CMU

No file chosen

CMRS Distribution Connected

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- Manage Login Credentials
- My Profile
- Messaging
- Capacity Market

Metering Assessment

Defer CMU Metering Assessment For Settlement *

An Applicant may elect to defer completing a Metering Assessment for an Existing Generating CMU until after the First Full Capacity Auction in which case the Applicant must declare that it will complete a Metering Assessment for that Existing Generating CMU by no later than the date falling 3 years prior to the start of the relevant Delivery Year. Assessment. If you wish to defer the Metering Assessment please click "Yes" to this question, otherwise "No"

Yes No

Multiple Connections? *

Please specify whether the site has more than one connection to the Distribution Network (other than the connection used by the CMU Component). Please select Yes or No

Yes No

Metering Location *

Please specify whether the meters on the boundary with the Distribution Network (as opposed to embedded within the site)

- Selecting Yes means the meters are on the boundary with the Distribution Network.
- Selecting No means the meters are embedded within the site.

Please select Yes or No

Yes No

Other Generation On Site *

Is there any other generation on site (other than the CMU generating units)? Please select Yes or No

Yes No

Non-CMRS Distribution Connected

- User Management
- Companies
- Manage Login Credentials
- My Profile
- Messaging
- Capacity Market

Defer CMU Metering Assessment For Settlement *

An Applicant may elect to defer completing a Metering Assessment for an Existing Generating CMU until after the First Full Capacity Auction in which case the Applicant must declare that it will complete a Metering Assessment for that Existing Generating CMU by no later than the date falling 3 years prior to the start of the relevant Delivery Year. Assessment. If you wish to defer the Metering Assessment please click "Yes" to this question, otherwise "No"

Yes No

Proposed Metering Option? *

Please select which of the three metering pathways is to be used to monitor the performance of the proposed CMU component:

Metering Option (a)
The capacity provider will request that the relevant data collector (appointed by its supplier) passes the half hourly, non-aggregated BSC metered data for the relevant CMU component (and related meters on the same site if appropriate) to the settlement agent.

Metering Option (b)
The capacity provider will install / has installed appropriate half-hourly metering to measure delivery and provide the data to the settlement agent.

Metering Option (c)
The appropriate metering will be provided using existing balancing services metering used to monitor the provision to National Grid of a Short Term Operating Reserve (STOR) service, or relevant balancing services

Metering Option (a)

Description of Metering Arrangements *

Please provide a brief description of the metering arrangements including their main intended purpose (for example Operational, STOR, Landlord/Tenant billing etc.) and any standards/specification which are applicable

Multiple Connections? *

Please specify whether the site has more than one connection to the Distribution Network (other than the connection used by the CMU Component). Please select Yes or No

Yes No

Metering Location *

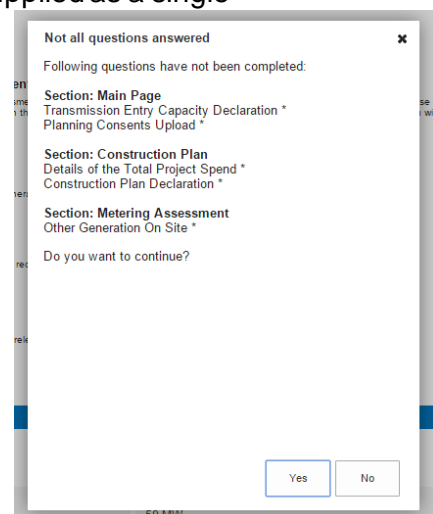
Please specify whether the meters on the boundary with the Distribution Network (as opposed to embedded within the site)

- Selecting Yes means the meters are on the boundary with the Distribution Network.
- Selecting No means the meters are embedded within the site.

Please select Yes or No

Then there are two uploads required: the first of the single line diagrams and the other for any other metering information relevant to the metering configuration of the CMU. Please note that where uploading multiple documents, these should be zipped together and supplied as a single upload.

Clicking Save and ensuring that all required information is confirmed, declared, and / or uploaded, will create the CMU and its CMU Component. This will prompt where certain questions are yet to be answered. Please note that the prompt may ask you to fill in questions which are no longer mandatory for the 2016 prequalification process, so please do not rely on the prompts exclusively, but verify that you have completed all information required under the CM Rules by referring to chapter 3 of the Capacity Market Rules. Only questions required to be answered by the Capacity Market Rules 2016 will be assessed and there will be no impact of not answering questions that are not required even if the IT system notes in the message that they have yet to be completed by the Applicant.



2.3 New Build Generating CMU

To create a New Build Generating CMU, choose the relevant option from the *Add New CMU* menu – this will bring up the screen below.

The screenshot shows a web application interface with a navigation menu at the top: Home, Capacity Market, Contracts for Difference, About EMR, Contact Us, and My EMR. On the left, there is a sidebar menu with options: User Management, Companies, Manage Login Credentials, My Profile, Messaging, and Capacity Market. The main content area has three tabs: Main Page (selected), Construction Plan, and Metering Information. The form fields are as follows:

- CMU Identifier ***: This Indicates the CMU name given to identify the CMU. This should be 6 characters long, alphanumeric and unique within the applicants CMU portfolio. Input field:
- CMU Name**: This indicates the preferred name for the CMU against which the application is submitted. Input field:
- Classification of CMU**: This indicates whether the CMU is CMRS/ Non-CMRS. Dropdown menu: CMRS
- Connection Arrangement Declaration ***: Please specify if the CMU is a Transmission or Distribution CMU. Dropdown menu: Transmission
- Transmission Entry Capacity Declaration ***: CM Rule 3.7.3 (a) Please tick this box to declare, if appropriate, that Transmission Connection Agreements are in place that permit the export of the de-rated Capacity of the CMU. Checkbox:

There are three main section of information required to be completed:

- the **Main Page**;
- the **Construction Plan** page and
- the **Metering Information** page.

Main Page

The *Main Page* asks for information required by Rules **3.4 and 3.7** to be selected. Having named the CMU with both an Identifier (CMU Identifier must be 6 characters and unique – the system will prompt of these requirements are not met) and a Name, then:

- Confirm whether the CMU is comprised of components all of which are registered with the Central Meter Registration Service (CMRS), as per the BSC or whether it is comprised of CMU components all of which are not registered in the CMRS. Please note that a mixture of non-CMRS and CMRS components within a CMU is not permitted under the Rules.
- Confirm whether the CMU is Transmission or Distribution connected CMU: -

The connection type and CMRS registration information will affect the questions presented in the system. As such, examples and explanations will be shown for each.

Connection Agreements

CMRS Transmission Connected

The figure below indicates the questions asked of CMRS Transmission Connected New Build Generating Units

Company Applications - User Support Guide

User management

- Companies
- Manage Login Credentials
- My Profile
- Messaging
- Capacity Market

CMU Name
This indicates the preferred name for the CMU against which the application is submitted

Example New Build 1

Classification of CMU
This indicates whether the CMU is CMRS/ Non-CMRS

CMRS

Connection Arrangement Declaration *
Please specify if the CMU is a Transmission or Distribution CMU

Transmission

Transmission Entry Capacity Declaration *
CM Rule 3.7.3 (a)
Please tick this box to declare, if appropriate, that Transmission Connection Agreements are in place that permit the export of the de-rated Capacity of the CMU

Transmission Connection Agreement *
Please provide a copy of your Transmission Connection Agreement

Choose File No file chosen

Applicants for Transmission connected plant are required to declare that a Connection Agreement is in place that secures sufficient TEC for the Delivery Year and upload a copy of the Grid Connection agreement. If the Grid Connection Agreement comprises multiple documents, they must be combined into a single file, or zip file and uploaded by clicking *Choose File* and browsing to the saved location on the local computer.

CMRS and Non-CMRS Distribution Connected

The figure below indicates the questions asked of Distribution Connected New Build Generating Units, these are identical whether CMRS or Non-CMRS

My Profile

Messaging

Capacity Market

CMU Name
This indicates the preferred name for the CMU against which the application is submitted

Example New Build 1

Classification of CMU
This indicates whether the CMU is CMRS/ Non-CMRS

Non CMRS

Connection Arrangement Declaration *
Please specify if the CMU is a Transmission or Distribution CMU

Distribution

Distribution Entry Capacity *
Please confirm that one or more Distribution Connection Agreements have been entered into which permit at least, in aggregate, the Anticipated De-rated Capacity of that CMU and any other CMU to which any such Distribution Connection Agreement applies to connect to the Distribution Network in the relevant Delivery Years

Distribution Entry Capacity Deferral *
CM Rule 3.7.3 (c)
Please tick this box to defer submission of Distribution Entry Capacity supporting evidence. If selected the Applicant is declaring that the required Distribution Entry Capacity will be in place no later than the date falling 18 months prior to the commencement of the relevant Delivery Year

Distribution Connection Agreement *
Add file

Choose File No file chosen

Applicants for Distribution connected plant are required **either**

- (a) to declare that a Connection Agreement is in place that permits the CMU (and any other relevant CMUs) to connect to the Distribution Network for the Delivery Year. A copy of such agreement must also be uploaded. As per Rule 3.7.3 Connection Offers are permitted instead of a Connection Agreement. Connection Offers should be treated the same as a Connection Agreement, and the Distribution Entry Capacity Declaration should be made, and a copy of the offer uploaded against the *Distribution Connection Agreement* field. Equally if the CMU is to be connected to a Private Network, Applicants should select the deferral option, and upload a letter from the owner of the Private Network satisfying the requirements of Rule 3.7.3 (c) (ii), **OR**,

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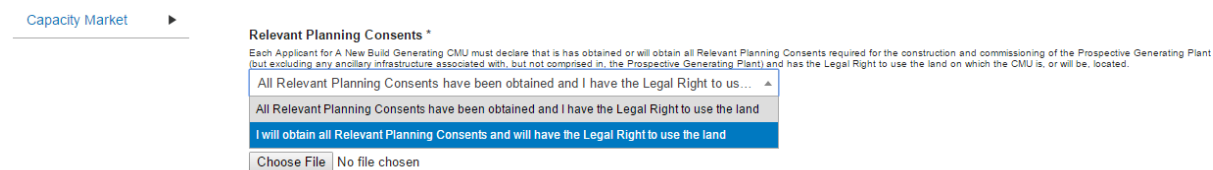
- (b) Rule 3.7.3 also permits Applicants not in receipt of a Connection Agreement or Offer to defer provision of their Connection Agreement. To do this: Applicants should select the *Distribution Entry Capacity Deferral*. Equally if the CMU is to be connected to a Private Network, Applicants should select the deferral option, and upload a letter from the owner of the Private Network satisfying the requirements of Rule 3.7.3 (c) (ii).

If the Grid Connection Agreement or offer comprises multiple documents, they must be combined into a single file, or zip file and uploaded by clicking *Choose File* and browsing to the saved location on the local computer.

Relevant Planning Consents

The next step, the declaration of Relevant Planning Consents and Legal Right to use the land, is applicable to all CMU types.

The figure below shows the options available regarding Relevant Planning Consents



Applicants must declare either:

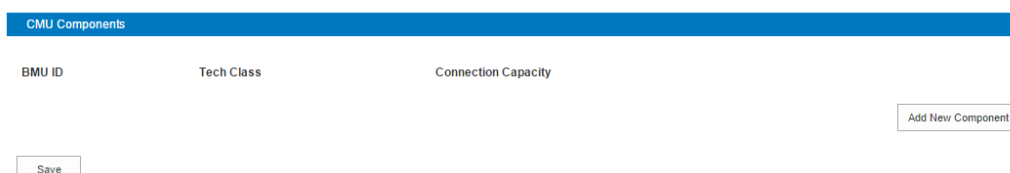
- *All Relevant Planning Consents have been obtained and I have the Legal Right to use the land;*
or,
- *I will obtain all Relevant Planning Consents and will have the legal right to the use that land.*

If the declaration that Relevant Planning Consents have been obtained is made, Applicants are required to provide documentary evidence of their consents. Selecting *Choose File* will return a browse menu where it is possible to navigate to the document on the local computer. Please note that where uploading multiple documents, these should be zipped together and supplied as a single upload.

If the second declaration is made denoting that the Planning Consents declaration is to be made at a later date, this must be provided after Prequalification Results Day and no later than 17 Working Days ahead of the auction.

Main Page – CMU Components

To provide details of each component select *Add New Component* at the bottom of the screen.



The following two images show the questions presented for each component.

Company Applications - User Support Guide

Add New CMU Component

BMU ID / Balancing Services ID / Component ID *
 Balancing Mechanism Units should enter the BMU ID of the component. Components which have previously or currently provide a Balancing Service, as a non BM provider, should enter the Balancing Services ID.
 If the component is new, or is an existing Non-CMRS CMU which has not provided a Balancing Service and does not have either, please enter your own unique six-digit identifier for the Component.
 Existing Interconnector CMUs should also specify the relevant interconnector ID as required by CM Rules

Generating Technology Class *
 This is used to reference the de-rating factor for the component of the CMU and calculate the de-rated capacity of the CMU

Meter Point Administration Number / Other Meter Identifier *
 The Meter Point Administration Number(s) of the meters or main MSID number (as applicable) for that component of the CMU should be entered.
 Please select N/A if not applicable

Connection Capacity (MW) *
 This field captures the Connection Capacity for that CMU Component. The value of this field should be larger or equal to 0.000 and should be expressed to up to 3 decimal places

Ordinance Survey Grid Reference of the CMU Component *
 Please provide the six-figure Ordinance Survey Grid Reference of the CMU Component

Save Cancel

Method used to calculate the Connection Capacity *
 This is used to capture the calculation method regarding the Connection Capacity

Description of the CMU Component *
 Please provide a high-level description of the CMU

Address of the CMU Component *
 Please provide the address of the CMU Component

Auxiliary Load Information *
 Please provide information on how the net output of the CMU Component is to be metered, including whether there are specific metering arrangements for any auxiliary load

Save Cancel

BMU ID / Balancing Services ID / Component ID – enter the relevant ID in this field. If the component does not have one of the options listed please enter a 6 digit identifier.

Generating Technology Class – select the required technology class, these are contained in Schedule 3 of the Rules and in the Auction Guidelines. This field will drive the de-rating factor to be applied to the component once an Application for a specific Auction is created. Please note that where the drop-down list has “(Invalid Class)” next to it this should not be selected as these are historic Technology Classes not available for any of the Prequalification windows in 2016 (T-4 Auction, Early Auction or Transitional Auction).

Generating Technology Class *
 This is used to reference the de-rating factor for the capacity of the CMU

Oil Gen & Recip (Invalid Class) ▼
 Oil Gen & Recip (Invalid Class)
 OCGT & Gas Recip (Invalid Class)
 Nuclear
 Hydro
 Storage
 CCGT
 CHP and autogeneration
 Coal/biomass
 DSR
 OCGT and Reciprocating Engines
 Oil-fired steam generators
 IFA (France)
 Eleclink (France)
 BritNED (Netherlands)
 NEMO (Belgium)
 Moyle and EWIC (Ireland)

Meter Point Admin Number or other Meter Identifier – if the MPAN or meter identifier is known, enter it here, otherwise enter N/A and it can be added later.

Connection Capacity (MW) – Enter the connection capacity for this component, this must be calculated in line with Rule 3.5 and the method used is entered in a separate field. This must be in MW to 3 decimal places

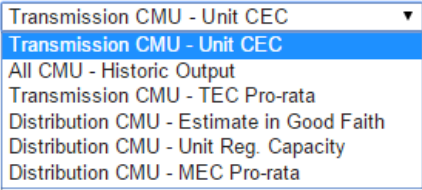
Ordinance Survey Grid Reference – enter the 6 digit OS Grid Reference (in the format XY 123 456) for the component.

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Method Used to calculate the connection capacity – This field allows the Applicant to select the method used to calculate the connection capacity of the component. The method chosen must be valid for the CMU based upon the requirements of Rule 3.5, so for instance the Historic Output option is **not** applicable to New Build CMUs and so should not be selected.

Method used to calculate the Connection Capacity *

This is used to capture the calculation method regarding the Connection Capacity



A dropdown menu with the following options: Transmission CMU - Unit CEC (selected), All CMU - Historic Output, Transmission CMU - TEC Pro-rata, Distribution CMU - Estimate in Good Faith, Distribution CMU - Unit Reg. Capacity, and Distribution CMU - MEC Pro-rata.

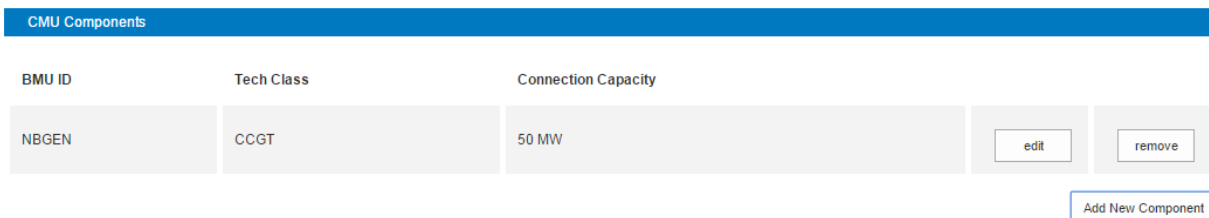
Description of the CMU component – enter a high level description of the CMU component.

Address of the CMU component – enter the full postal address of the CMU component, including postcode.

Finally information on the metering of any Auxiliary Load that may have effect on the CMU Component’s Metering. This is required as the output of the Generating CMU must be expressed as its net output and therefore confirmation of how any auxiliary load is accounted for in the metering of the CMU needs to be recorded in this field. Example statements here may be that “The output of the CMU is metered net of Auxiliary Load” or “The net output of the CMU should be calculated as the output of BMU ID “ABCD-1” less 0.25 x BMU ID “ABCD-D”.

Once the above fields have been completed click **Save**, or if you wish to start again and discard the component select **Cancel**.

Once saved you will see the component you have just created at the bottom of the main page.



A table titled "CMU Components" with the following data:

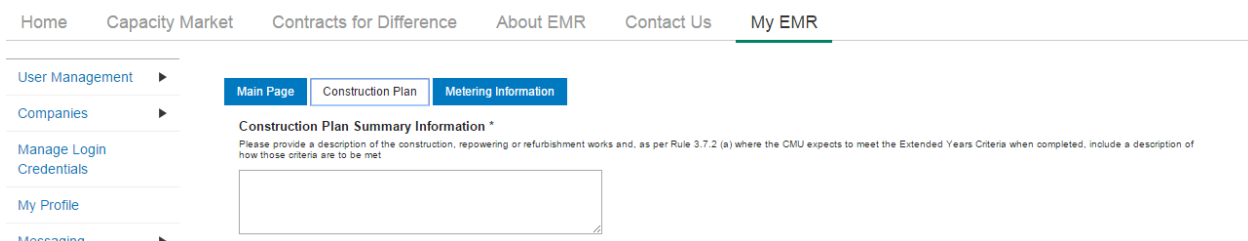
BMU ID	Tech Class	Connection Capacity		
NBGEN	CCGT	50 MW	edit	remove

Below the table is an "Add New Component" button.

To add another component, repeat the steps above, this will also display in the table.

Construction Plan

All New Build CMUs are required to complete a Construction Plan. This forms part of the CMU creation and is found on the second tab, located towards the top of the screen.



A screenshot of the "Construction Plan Summary Information" form. The navigation bar includes: Home, Capacity Market, Contracts for Difference, About EMR, Contact Us, and My EMR. The left sidebar has: User Management, Companies, Manage Login Credentials, My Profile, and Messaging. The main content area has tabs: Main Page, Construction Plan (selected), and Metering Information. The form title is "Construction Plan Summary Information *". Below the title is a text area with a placeholder and a description: "Please provide a description of the construction, repowering or refurbishment works and, as per Rule 3.7.2 (a) where the CMU expects to meet the Extended Years Criteria when completed, include a description of how those criteria are to be met."

The first field is to be used to meet the requirements under the CM Rules to:

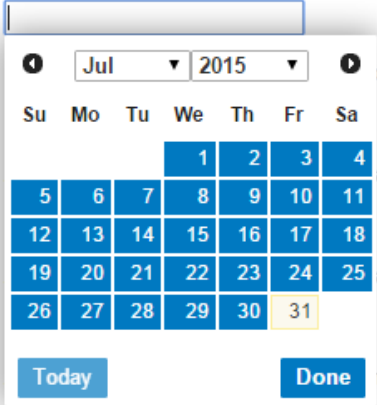
Company Applications - User Support Guide

- Provide a high level description of the construction, repowering or refurbishment works and,
- as per Rule 3.7.2 (a) where the CMU expects to meet the Extended Years Criteria when completed, include a description of how those criteria are to be met.

Manage Login Credentials	Commencement of Construction Works: Earliest Date *	<input type="text"/>
My Profile	Commencement of Construction Works: Latest Date *	<input type="text"/>
Messaging ▶	Achievement of the Back-Feed Milestone: Earliest Date *	<input type="text"/>
Capacity Market ▶	Achievement of the Back-Feed Milestone: Latest Date *	<input type="text"/>
	Achievement of the Substantial Completion Milestone: Earliest Date *	<input type="text"/>
	Achievement of the Substantial Completion Milestone: Latest Date *	<input type="text"/>

Second is to complete a schedule of the Construction Milestones. When clicking in a field, a drop-down calendar will display as per below.

Manage Login Credentials	Commencement of Construction Works: Earliest Date *	<input type="text"/>
My Profile	Commencement of Construction Works: Latest Date *	<input type="text"/>
Messaging ▶	Achievement of the Back-Feed Milestone: Earliest Date *	<input type="text"/>
Capacity Market ▶	Achievement of the Back-Feed Milestone: Latest Date *	<input type="text"/>
	Achievement of the Substantial Completion Milestone: Earliest Date *	<input type="text"/>
	Achievement of the Substantial Completion Milestone: Latest Date *	<input type="text"/>



Next complete details of Total Project Spend and which of the thresholds the Qualifying Capital Expenditure meets.

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The screenshot shows a sidebar on the left with navigation links: Companies, Manage Login Credentials, My Profile, Messaging, and Capacity Market. The main content area is titled 'Details of the Total Project Spend *'. It contains a text input field for the total amount of Capital Expenditure. Below this is a section 'Please select whether the Qualifying £/kW Capital Expenditure is: *' with three radio button options: A (Equal to or greater than the 15 year threshold), B (equal to or greater than the 3 year threshold but less than the 15 year threshold), and C (less than the 3 year threshold). A dropdown menu is set to 'A'. Below that is a 'Construction Plan Declaration *' section with a checkbox and explanatory text.

Finally select the field underneath the Construction Plan Declaration to confirm that the construction plan is to the best of the Applicants knowledge and belief based upon reasonable assumptions; accurately summarises the planned works; and is not misleading.

Metering Information

To complete CMU creation select the third tab, entitled *Metering Information*.

The screenshot shows the 'Metering Assessment' form. The sidebar on the left has 'Capacity Market' selected. The main content area has three tabs: 'Main Page', 'Construction Plan', and 'Metering Information'. The title is 'Metering Assessment'. It includes a section 'Defer CMU Metering Assessment For Settlement *' with 'Yes' and 'No' radio buttons. Below is 'Single Line Diagram' with a 'Choose File' button and 'No file chosen' text. The final section is 'Other Metering Information' with another 'Choose File' button and 'No file chosen' text.

This page allows Applicants to provide details of their metering.

- New Build Generating CMUs are not required to complete the section at the point of Prequalification, so should select *Yes* when answering the *Defer CMU Metering Assessment For Settlement* question.
- If the CMU build is advanced it may be possible to answer the metering assessment and provide the required Single Line Diagrams. If so, Applicants should select *No* when answering the *Defer CMU Metering Assessment For Settlement* question and the following will be displayed.

Transmission Connected Generating CMUs

This screenshot is identical to the previous one, showing the 'Metering Assessment' form with the 'Defer CMU Metering Assessment For Settlement *' section, 'Single Line Diagram' section, and 'Other Metering Information' section.

CMRS Distribution Connected

Manage Login Credentials

My Profile

Messaging

Capacity Market

Metering Assessment

Defer CMU Metering Assessment For Settlement *

An Applicant may elect to defer completing a Metering Assessment for an Existing Generating CMU until after the First Full Capacity Auction in which case the Applicant must declare that it will complete a Metering Assessment for that Existing Generating CMU by no later than the date falling 3 years prior to the start of the relevant Delivery Year. Assessment. If you wish to defer the Metering Assessment please click "Yes" to this question, otherwise "No"

Yes No

Multiple Connections? *

Please specify whether the site has more than one connection to the Distribution Network (other than the connection used by the CMU Component). Please select Yes or No

Yes No

Metering Location *

Please specify whether the meters on the boundary with the Distribution Network (as opposed to embedded within the site)

- Selecting Yes means the meters are on the boundary with the Distribution Network.
- Selecting No means the meters are embedded within the site.

Please select Yes or No

Yes No

Other Generation On Site *

Is there any other generation on site (other than the CMU generating units)? Please select Yes or No

Yes No

Non-CMRS Distribution Connected

User Management

Companies

Manage Login Credentials

My Profile

Messaging

Capacity Market

Metering Assessment

Defer CMU Metering Assessment For Settlement *

An Applicant may elect to defer completing a Metering Assessment for an Existing Generating CMU until after the First Full Capacity Auction in which case the Applicant must declare that it will complete a Metering Assessment for that Existing Generating CMU by no later than the date falling 3 years prior to the start of the relevant Delivery Year. Assessment. If you wish to defer the Metering Assessment please click "Yes" to this question, otherwise "No"

Yes No

Proposed Metering Option? *

Please select which of the three metering pathways is to be used to monitor the performance of the proposed CMU component:

Metering Option (a)
The capacity provider will request that the relevant data collector (appointed by its supplier) passes the half hourly, non-aggregated BSC metered data for the relevant CMU component (and related meters on the same site if appropriate) to the settlement agent.

Metering Option (b)
The capacity provider will install / has installed appropriate half-hourly metering to measure delivery and provide the data to the settlement agent.

Metering Option (c)
The appropriate metering will be provided using existing balancing services metering used to monitor the provision to National Grid of a Short Term Operating Reserve (STOR) service, or relevant balancing services

Metering Option (a)

Description of Metering Arrangements *

Please provide a brief description of the metering arrangements including their main intended purpose (for example Operational, STOR, Landlord/Tenant billing etc.) and any standards/specification which are applicable

Multiple Connections? *

Please specify whether the site has more than one connection to the Distribution Network (other than the connection used by the CMU Component). Please select Yes or No

Yes No

Metering Location *

Please specify whether the meters on the boundary with the Distribution Network (as opposed to embedded within the site)

- Selecting Yes means the meters are on the boundary with the Distribution Network.
- Selecting No means the meters are embedded within the site.

Please select Yes or No

Yes No

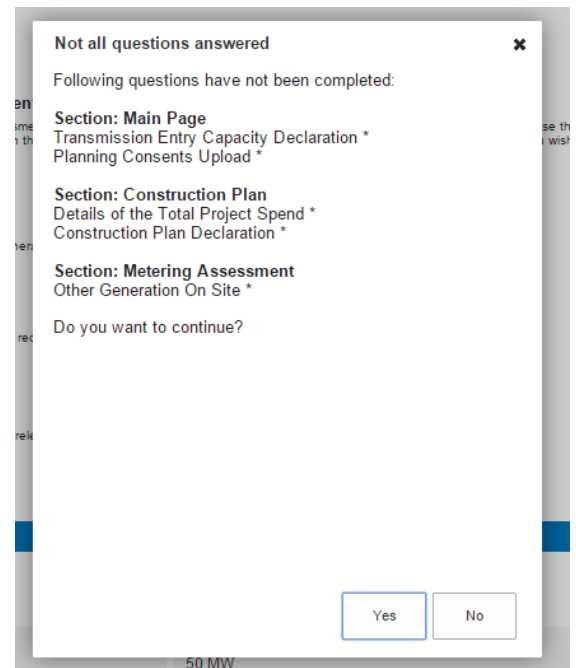
Applicants who wish to complete their metering assessment should complete the fields above and provide a Single Line diagram. If it is necessary to submit multiple single line diagrams these should be combined into a single zip file.

Finally, clicking Save at the bottom of the page and ensuring that all required information is confirmed, declared, and/ or uploaded, will create the CMU and its CMU Components. If you have not completed any of the required fields a warning such as that in the figure below will display.

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Please note that the prompt may ask you to fill in questions which are no longer mandatory for the 2016 prequalification process, so please do not rely on the prompts exclusively, but verify that you have completed all information required under the CM Rules by referring to chapter 3 of the Capacity Market Rules. Only questions required to be answered by the Capacity Market Rules 2016 will be assessed and there will be no impact of not answering questions that are not required even if the IT system notes in the message that it has yet to be completed by the Applicant.

If you click *Yes* you will be directed back to the My EMR page but you should endeavour to complete the outstanding fields before moving on to attach the CMU to an application. If you click *No* you will be returned to the CMU where you can complete any outstanding items.



2.4 A New Build Interconnector CMU

To create a New Build Interconnector CMU, choose the relevant option from the *Add New CMU* menu – this will bring up the screen below.

The screenshot shows a web interface with a left-hand navigation menu and a main content area. The navigation menu includes: User Management, Companies, Manage Login Credentials, My Profile, Messaging, and Capacity Market. The main content area has three tabs: Main Page (selected), Construction Plan, and Metering Information. The 'Main Page' tab contains the following form fields:

- CMU Identifier ***: A text input field. Below it, a note states: "This indicates the CMU name given to identify the CMU. This should be 6 characters long, alphanumeric and unique within the applicants CMU portfolio".
- CMU Name**: A text input field. Below it, a note states: "This indicates the preferred name for the CMU against which the application is submitted".
- Classification of CMU**: A dropdown menu with "CMRS" selected. Below it, a note states: "This indicates whether the CMU is CMRS/ Non-CMRS".
- Connection Arrangement Declaration ***: A checkbox. Below it, a note states: "Confirm that one or more Grid Connection Agreements have been entered into which secure Transmission Entry Capacity for the relevant Delivery Year for that CMU at least equal, in aggregate, to the Anticipated De-rated Capacity of the CMU and any other CMUs to which any such Grid Connection Agreement applies".
- Grid Connection Agreement ***: A text input field. Below it, a note states: "Please provide a copy of the Grid Connection Agreement".
- Choose File**: A button next to the text "No file chosen".

There are three main section of information required to be completed:

- the **Main Page**;
- the **Construction Plan** page and
- the **Metering Information** page.

Main Page

The *Main Page* asks for information required by Rules 3.4 and 3.6B to be selected. Having named the CMU with both an Identifier (CMU Identifier must be 6 characters and unique) and a Name, then:

Confirm whether the CMU is comprised of components all of which are registered with the Central Meter Registration Service (CMRS), as per the BSC or whether it is comprised of CMU components all of which are not registered in the CMRS. **Please note that a mixture of non-CMRS and CMRS components within a CMU is not permitted under the Rules.**

Confirm whether the CMU is Transmission or Distribution connected CMU: -

The connection type and CMRS registration information will affect the questions presented in the system, however Interconnectors are generally CMRS and Transmission connected so this guidance focuses on that.

Connection Agreements

Firstly Applicants must declare that a Grid Connection Agreement which secures TEC is in place and provide a copy of the agreement. This is done by selecting the field under the "Connection Arrangement Declaration" and selecting "Choose File" and navigated to the required file on the local machine.

Company Applications - User Support Guide

If the Grid Connection Agreement or offer comprises multiple documents, they must be combined into a single file, or zip file and uploaded by clicking “Choose file” and browsing to the saved location on the local computer.

Relevant Planning Consents

The next step, the declaration of Relevant Planning Consents and Legal Right to use the land, is applicable to all CMU types.

The image below shows the options available regarding Relevant Planning Consents



Applicants must declare either;

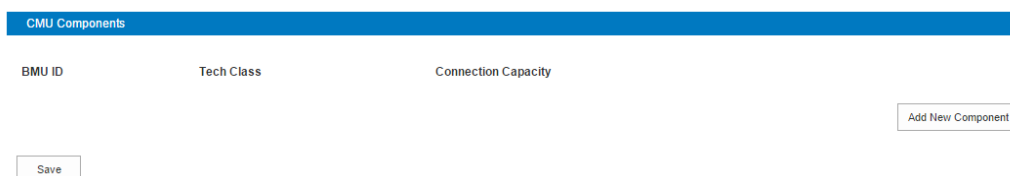
- *All Relevant Planning Consents have been obtained and I have the Legal Right to use the land;* or
- *I will obtain all Relevant Planning Consents and will have the legal right to the use that land.*

If the declaration that Relevant Planning Consents have been obtained is made, Applicants are required to provide documentary evidence of their consents. Selecting *Choose File* will return a browse menu where it is possible to navigate to the document on the local computer. If the consent(s) comprises multiple documents, these need to be combined into a single file, whether a zip file or PDF and provided as a single upload.

If the second declaration is made denoting that the Planning Consents declaration is to be made at a later date, this must be provided after Prequalification Results Day and no later than 17 Working Days ahead of the auction.

Main Page – CMU Components

To provide details of each component select “Add New Component” at the bottom of the screen.



The following two images show the questions presented for each component.

Company Applications - User Support Guide

Add New CMU Component

BMU ID / Balancing Services ID / Component ID *
Balancing Mechanism Units should enter the BMU ID of the component. Components which have previously or currently provide a Balancing Service, as a non-BM provider, should enter the Balancing Services ID.

If the component is new, or is an existing Non-CMRS CMU which has not provided a Balancing Service and does not have either, please enter your own unique six-digit identifier for the Component.

Existing Interconnector CMUs should also specify the relevant interconnector ID as required by CM Rules

Generating Technology Class *
This is used to reference the de-rating factor for the component of the CMU and calculate the de-rated capacity of the CMU

Oil Gen & Recip (Invalid Class)

Meter Point Administration Number / Other Meter Identifier *
The Meter Point Administration Number(s) of the meters or main MSID number (as applicable) for the Interconnector should be entered

Connection Capacity (MW) *
The Connection Capacity of an Interconnector CMU is equal to the Transmission Entry Capacity stated in the Grid Connection Agreement or, if none is so stated, the Connection Entry Capacity. The value of this field should be larger or equal to 0.000 and should be expressed to up to 3 decimal places

GB Location of the Interconnector CMU *
Please provide address of the CMU Component

Ordnance Survey Grid Reference of the Interconnector CMU *
Please provide the six-figure Ordnance Survey Grid Reference of the CMU Component

Non - GB Part Location *
Please declare the country or territory in which the Non-GB Part is/will be located for the Interconnector

Forecasted Technical Reliability *
Please declare the forecasted technical reliability for the relevant delivery year for the Interconnector

Method used to calculate the Connection Capacity *
This is used to capture the calculation method regarding the Connection Capacity

Interconnector CMU - CEC

Description of the Interconnector *
Users are invited to provide a high-level description of the Interconnector

Technical Specifications *
Please declare the technical specifications of the Electricity Interconnector concerned

BMU ID / Balancing Services ID / Component ID – enter the relevant interconnector ID in this field. If the component does not have an interconnector ID yet please enter a 6 digit identifier.

Generating Technology Class – select the required technology class. For interconnectors you are able to choose the individual interconnector. Please note that where the drop-down list has “(Invalid Class)” next to it this should not be selected as these are historic Technology Classes not available for any of the Prequalification windows in 2016 (T-4 Auction, Early Auction or Transitional Auction).

Generating Technology Class *
This is used to reference the de-rating factor for the capacity of the CMU

- Oil Gen & Recip (Invalid Class)
- Oil Gen & Recip (Invalid Class)
- OCGT & Gas Recip (Invalid Class)
- Nuclear
- Hydro
- Storage
- CCGT
- CHP and autogeneration
- Coal/biomass
- DSR
- OCGT and Reciprocating Engines
- Oil-fired steam generators
- IFA (France)
- Eleclink (France)
- BritNED (Netherlands)
- NEMO (Belgium)
- Moyle and EWIC (Ireland)

Meter Point Admin Number or other Meter Identifier – if the MPAN or meter identifier is known, enter it here, otherwise enter N/A and it can be added later.

Connection Capacity (MW) – Enter the connection capacity for this component, this must be calculated in line with Rule 3.5 and the method used is entered in a separate field. This must be in MW to 3 decimal places

GB Location of the Interconnector CMU – enter the GB address, including full post code, for the GB connection point or interconnector converter station.

Ordnance Survey Grid Reference of the Interconnector CMU – enter the 6 digit OS Grid Reference (in the format XY 123 456) for the GB location of the Interconnector CMU

Non-GB part location – enter the full address of the Non-GB part of the Interconnector, this should be either the connection point or the Converter station address.

Forecasted Technical Reliability – enter details of the forecasted technical reliability.

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Method Used to calculate the connection capacity – This field allows to select the method used to calculate the connection capacity of the component. The Options are either Interconnector CMU CEC or Interconnector CMU TEC.

Description of the Interconnector – enter a high level description of the Interconnector.

Technical Specifications – enter the technical specifications required by Rule 3.6B.1

Once the above fields have been completed click *Save*, or if you wish to start again and discard the component select *Cancel*.

Once saved you will see the component you have just created at the bottom of the main page.

CMU Components				
BMU ID	Tech Class	Connection Capacity		
NBINT1	Moyle and EWIC (Ireland)	1000 MW	<input type="button" value="edit"/>	<input type="button" value="remove"/>
<input type="button" value="Add New Component"/>				

To add another component, repeat the steps above, this will also display in the table.

Construction Plan

All New Build CMUs are required to complete a Construction Plan. This forms part of the CMU creation and is found on the second tab, located towards the top of the screen.

- User Management ▶
- Companies ▶
- Manage Login Credentials
- My Profile

Main Page Construction Plan Metering Information

Construction Plan Summary Information *

High level description of the construction, repowering or refurbishment works

First, provide a high level description of the construction, repowering or refurbishment works.

- Manage Login Credentials
- My Profile
- Messaging ▶
- Capacity Market ▶

Commencement of Construction Works: Earliest Date *

Commencement of Construction Works: Latest Date *

Achievement of the Back-Feed Milestone: Earliest Date *

Achievement of the Back-Feed Milestone: Latest Date *

Achievement of the Substantial Completion Milestone: Earliest Date *

Achievement of the Substantial Completion Milestone: Latest Date *

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Second is to complete a schedule of the Construction Milestones. When clicking in a field, a drop-down calendar will display as per below.

Manage Login Credentials

My Profile

Messaging

Capacity Market

Commencement of Construction Works: Earliest Date *

Commencement of Construction Works: Latest Date *

Substantial Completion Milestone: Earliest Date *

Substantial Completion Milestone: Latest Date *

Achievement of the Substantial Completion Milestone: Latest Date *

Next complete details of Total Project Spend and finally select the field underneath the *Construction Plan Declaration* to confirm that the construction plan is to the best of the Applicant's knowledge and belief based upon reasonable assumptions; accurately summarises the planned works; and is not misleading.

Details of the Total Project Spend *
The total amount of Capital Expenditure proposed to be incurred in relation to the achievement of the Substantial Completion Milestone, if any (the "Total Project Spend"):

Construction Plan Declaration *
By ticking this box the Applicant confirms that the information contained in the Construction Plan is to the best of the Applicants knowledge and belief based upon reasonable assumptions; accurately summarises the planned works; and is not misleading

Metering Information

To complete CMU creation select the third tab, entitled *Metering Information*.

User Management

Companies

Manage Login Credentials

My Profile

Messaging

Capacity Market

Main Page Construction Plan Metering Information

Metering Assessment

Defer CMU Metering Assessment For Settlement *
An Applicant may elect to defer completing a Metering Assessment for an Existing Generating CMU until after the First Full Capacity Auction in which case the Applicant must declare that it will complete a Metering Assessment for that Existing Generating CMU by no later than the date falling 3 years prior to the start of the relevant Delivery Year. Assessment. If you wish to defer the Metering Assessment please click "Yes" to this question, otherwise "No"

Yes No

Single Line Diagram
Applicants must upload a Single Line Diagram that meets the requirements of Rule 3.6.4 (a)

No file chosen

Other Metering Information
Please use this facility to upload any other information that is relevant to the metering configuration of the CMU

No file chosen

This tab allows Applicants to provide details of their metering.

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New Build Interconnector CMUs are not required to complete the section at the point of Prequalification, so may select “Yes” when answering the *Defer CMU Metering Assessment For Settlement* question to defer completion of this information.

If the CMU build is advanced it may be possible to answer the metering assessment and provide the required Single Line Diagrams. If so, Applicants should select *No* when answering the *Defer CMU Metering Assessment For Settlement* question and the following will be displayed.

The screenshot shows a sidebar menu on the left with items: User Management, Companies, Manage Login Credentials, My Profile, Messaging, and Capacity Market. The main content area is titled 'Metering Assessment' and contains the following sections:

- CMU Metering Assessment For Settlement ***
The Auction Guidelines set out the questions which different types of CMUs must answer if completing the Metering Assessment required by the Capacity Market Rules.
An Applicant may indicate they wish to defer the completion of the Metering Assessment. If they wish to do so the Applicant should select "Yes" to this question, otherwise "No"
 Yes No
- Interconnector Associated Load ***
Does the Interconnector CMU have any associated load?
 Yes No
- Single Line Diagram**
Applicants must upload a Single Line Diagram that meets the requirements of Rule 3.6.4 (a)
 No file chosen
- Other Metering Information**
Please use this facility to upload any other information that is relevant to the metering configuration of the CMU
 No file chosen

Applicants who wish to complete their metering assessment should complete the fields above and provide a Single Line diagram. If it is necessary to submit multiple single line diagrams these should be combined into a single zip file.

Finally, clicking *Save* at the bottom of the page and ensuring that all required information is confirmed, declared, and / or uploaded, will create the CMU and its CMU Components. If you have no completed any of the required fields a warning such as that in the figure below will display.

Please note that the prompt may ask you to fill in questions which are no longer mandatory for the 2016 prequalification process, so please do not rely on the prompts exclusively, but verify that you have completed all information required under the CM Rules by referring to chapter 3 of the Capacity Market Rules. Only questions required to be answered by the Capacity Market Rules 2016 will be assessed and there will be no impact of not answering questions that are not required even if the IT system notes in the message that it has yet to be completed by the Applicant.

If you click *Yes* you will be directed back to the *My EMR* page but you should endeavour to complete the outstanding fields before moving on to attach the CMU to an Application. If you click *No* you will be returned to the CMU where you can complete any outstanding items.

The dialog box has a title bar with a close button (X). The text inside reads:

Not all questions answered

Following questions have not been completed:

- Section: Main Page
 - Grid Connection Agreement *
 - Planning Consents Upload *
- Section: Metering Assessment
 - Interconnector Associated Load *

Do you want to continue?

At the bottom right, there are two buttons: 'Yes' and 'No'.

2.5 Refurbishing Generating CMU

To create a Refurbishing Generating CMU, choose the relevant option from the menu – this will bring up the screen below.

The screenshot shows a web browser window with the URL <https://www.emrdeliverybody.com/EMR/My-CMUs.aspx>. The page header includes the National Grid logo and 'Electricity Market Reform DELIVERY BODY'. A search bar contains 'mark.duffield3'. The navigation menu includes 'Home', 'Capacity Market', 'Contracts for Difference', 'About EMR', 'Contact Us', and 'My EMR'. The 'My EMR' section is active, showing a sidebar with 'User Management', 'Companies', 'Manage Login Credentials', 'My Profile', 'Messaging', and 'Capacity Market'. The main content area has tabs for 'Main Page', 'Construction Plan', 'Metering Information (Pre-Refurb)', and 'Metering Information (Post-Refurb)'. The 'Main Page' tab is selected, displaying the following form fields:

- CMU Identifier ***: This indicates the CMU name given to identify the CMU. This should be 6 characters long, alphanumeric and unique within the applicants CMU portfolio.
- CMU Name**: This indicates the preferred name for the CMU against which the application is submitted.
- Classification of CMU**: This indicates whether the CMU is CMRS/ Non-CMRS.
- Pre-Refurb**
 - Connection Arrangement Declaration ***: Please specify if the CMU is a Transmission or Distribution CMU.
 - Transmission Entry Capacity Declaration ***: CM Rule 3.6.3 (a) Please tick this box to declare, if appropriate, that Transmission Connection Agreements are in place that permit the export of the de-rated Capacity of the CMU.
 - Transmission Entry Capacity Deferral ***: CM Rule 3.6.3 (b) Please tick this box to defer submission of Transmission Entry Capacity supporting evidence. If selected the Applicant is declaring that the required Transmission Entry Capacity will be in place no later than the date falling 18 months prior to the commencement of the relevant Delivery Year.

There are four main sections of information required to be completed:

- the **Main Page**;
- the **Construction Plan** page;
- the **Metering Information (Pre-Refurb)** page; and,
- the **Metering Information (Post-Refurb)** page.

Main Page

The *Main Page* invites the Applicant to provide basic information about the CMU starting with a CMU Identifier. Please note that the CMU must be unique and exactly 6 alpha-numeric digits in length; if you fail to meet either of these requirements the system will prompt you with a warning message and will not allow you to save the CMU.

You are also invited to create a long-form name for the CMU and to state whether the CMU is comprised of components all of which are registered with the Central Meter Registration Service (CMRS), as per the BSC or whether it is comprised of CMU components all of which are not

Company Applications - User Support Guide

registered in the CMRS. **Please note that a mixture of non-CMRS and CMRS components within a CMU is not permitted under the Rules.**

Once these basic items of information have been completed the form then splits into sections. The first section refers to the **Pre-Refurbishment** status of the CMU, i.e. the existing generating CMU that is the subject of the improvement works being or proposed to be undertaken by the refurbishment.

In the Pre-Refurbishment section, details of whether the unit is Transmission or Distribution connected must be completed. The answer to this question then dictates some of the remaining questions in the section.

If the Pre-Refurbishment CMU is **Transmission** connected the Applicant should either indicate that there are connection agreements in place that permit the export of the de-rated capacity of the CMU and then provide a copy of such agreement through the document upload facility **OR** they should select the field to defer provision of this document until a later date.

The screenshot shows a form titled "Connection Arrangement Declaration *". Below the title, it says "Please specify if the CMU is a Transmission or Distribution CMU" and has a dropdown menu with "Transmission" selected. Below that is the "Transmission Entry Capacity Declaration *" section, which says "CM Rule 3.6.3 (a) Please tick this box to declare, if appropriate, that Transmission Connection Agreements are in place that permit the export of the de-rated Capacity of the CMU" and has an unchecked checkbox. Below that is the "Transmission Entry Capacity Deferral *" section, which says "CM Rule 3.6.3 (b) Please tick this box to defer submission of Transmission Entry Capacity supporting evidence. If selected the Applicant is declaring that the required Transmission Entry Capacity will be in place no later than the date falling 18 months prior to the commencement of the relevant Delivery Year" and has an unchecked checkbox.

If the Pre-Refurbishment CMU is **Distribution** connected the Applicant should indicate that there are connection agreements in place that permit the export of the de-rated capacity of the CMU and then provide a copy of such agreement through the document upload facility .

The screenshot shows a form titled "Connection Arrangement Declaration *". Below the title, it says "Please specify if the CMU is a Transmission or Distribution CMU" and has a dropdown menu with "Distribution" selected. Below that is the "Distribution Entry Capacity *" section, which says "Please confirm that one or more Distribution Connection Agreements have been entered into which permit at least, in aggregate, the Anticipated De-rated Capacity of that CMU and any other CMU to which any such Distribution Connection Agreement applies to connect to the Distribution Network in the relevant Delivery Years" and has an unchecked checkbox. Below that is the "Distribution Connection Agreement *" section, which says "Add file" and has a "Browse..." button.

Finally a question is presented regarding generating history. This question does not need to be answered as it is no longer a part of the prequalification requirements following a rule change in 2016. Answering it or not will have no bearing on the pre-qualification status of the CMU.

The following section of the *Main Page* then asks for information about the **Post Refurbishment** part of the CMU, and the following information is required.

A Declaration as to the intended connection agreement for the Post Refurbishment plant is then required.

- If it is to be a **Transmission Connected CMU**, then a Declaration pursuant to Rule 3.7.3(a) is required to state that such an agreement will be in place permitting the export of the De-rated Capacity of the CMU. Ticking the Declaration field will make this Declaration, and a copy of the Agreement will need to be uploaded.

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Company Applications

- Companies
- Manage Login Credentials
- My Profile
- Messaging
- Capacity Market

CMU Name
This indicates the preferred name for the CMU against which the application is submitted
Example New Build 1

Classification of CMU
This indicates whether the CMU is CMRS/ Non-CMRS
CMRS

Connection Arrangement Declaration *
Please specify if the CMU is a Transmission or Distribution CMU
Transmission

Transmission Entry Capacity Declaration *
CM Rule 3.7.3 (a)
Please tick this box to declare, if appropriate, that Transmission Connection Agreements are in place that permit the export of the de-rated Capacity of the CMU

Transmission Connection Agreement *
Please provide a copy of your Transmission Connection Agreement
Choose File No file chosen

- If it is to be Distribution Connected CMU, then a Declaration will need to be made that the Agreement(s) entered into will permit, at least in aggregate, the Anticipated De-rated Capacity of the relevant CMU(s) for the pertinent Delivery Years.
 - There is the option to defer this under Rule 3.7.3 (c) and by selecting the same.

Company Applications

- My Profile
- Messaging
- Capacity Market

CMU Name
This indicates the preferred name for the CMU against which the application is submitted
Example New Build 1

Classification of CMU
This indicates whether the CMU is CMRS/ Non-CMRS
Non CMRS

Connection Arrangement Declaration *
Please specify if the CMU is a Transmission or Distribution CMU
Distribution

Distribution Entry Capacity *
Please confirm that one or more Distribution Connection Agreements have been entered into which permit at least, in aggregate, the Anticipated De-rated Capacity of that CMU and any other CMU to which any such Distribution Connection Agreement applies to connect to the Distribution Network in the relevant Delivery Years

Distribution Entry Capacity Deferral *
CM Rule 3.7.3 (c)
Please tick this box to defer submission of Distribution Entry Capacity supporting evidence. If selected the Applicant is declaring that the required Distribution Entry Capacity will be in place no later than the date falling 18 months prior to the commencement of the relevant Delivery Year

Distribution Connection Agreement *
Add file
Choose File No file chosen

There is then a declaration to be made regarding the Relevant Planning Consents – each Applicant has obtained or will have obtained the relevant Planning Consents for the commissioning of the Post-Refurbishment Generating Plant. Alternatively an Applicant may declare that no Planning Consents are required for the Refurbishment.

Showing any already submitted declarations will, but not complete it, the respective Generating Plant and the

- All Relevant Planning Consents have been obtained and I have the Legal Right to us...
- All Relevant Planning Consents have been obtained and I have the Legal Right to use the land**
- I will obtain all Relevant Planning Consents and will have the Legal Right to use the land
- No Relevant Planning Consents required

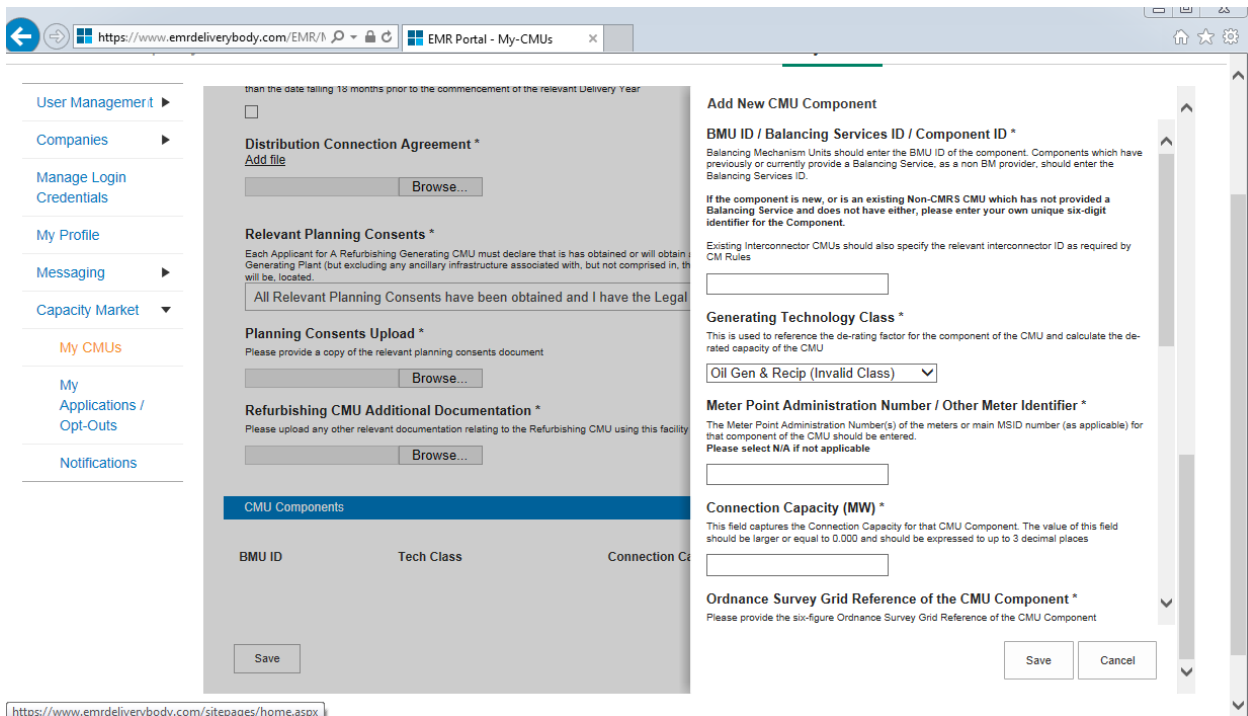
In addition, this Declaration includes the statement the Applicant has the Legal Right to use the land for the intended purposes.

Under the Declaration is a field in which to upload copy of the Relevant Planning Consents.

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There is then an option to also upload any other relevant CMU Additional Documentation that may be relevant to the Application and which would be useful for the Delivery Body to have sight of, but which is not asked for anywhere else in the Application process. Please note there is no mandatory requirement to upload anything in this field.

At the bottom of the page is the opportunity to create a component for the CMU. For a Refurbishing Generating CMU each component should be defined in both its “Pre-Refurbishment” state and its “Post-refurbishment” state. There is a drop-down field within the component information available to do this.



To create a new CMU Component, the following needs to be completed:

BMU ID / Balancing Services ID / Component ID – enter the relevant interconnector ID in this field. If the component does not have a BMU or Balancing Services ID yet please enter a 6 digit identifier of your choice.

Add New CMU Component

BMU ID / Balancing Services ID / Component ID *
Balancing Mechanism Units should enter the BMU ID of the component. Components which have previously or currently provide a Balancing Service, as a non BM provider, should enter the Balancing Services ID.
If the component is new, or is an existing Non-CMRS CMU which has not provided a Balancing Service and does not have either, please enter your own unique six-digit identifier for the Component.
Existing Interconnector CMUs should also specify the relevant interconnector ID as required by CM Rules

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Generating Technology Class – select the required technology class.. Please note that where the drop-down list has “(Invalid Class)” next to it this should not be selected as these are historic Technology Classes not available for either of the Prequalification windows in 2016 (T-4 Auction, Early Auction or Transitional Auction).

Generating Technology Class *
This is used to reference the de-rating factor for the capacity of the CMU

Oil Gen & Recip (Invalid Class)	▼
Oil Gen & Recip (Invalid Class)	
OCGT & Gas Recip (Invalid Class)	
Nuclear	
Hydro	
Storage	
CCGT	
CHP and autogeneration	
Coal/biomass	
DSR	
OCGT and Reciprocating Engines	
Oil-fired steam generators	
IFA (France)	
Eleclink (France)	
BritNED (Netherlands)	
NEMO (Belgium)	
Moyle and EWIC (Ireland)	

Meter Point Admin Number or other Meter Identified – if the MPAN or meter identifier is known, enter it here, otherwise enter N/A and it can be added later.

Connection Capacity (MW) – Enter the connection capacity for this component, this must be calculated in line with Rule 3.5 and the method used is entered in a separate field. This must be in MW to 3 decimal places.

Ordnance Survey Grid Reference of the Interconnector CMU – enter the 6 digit OS Grid Reference for the GB location of the Interconnector CMU (in the form XX 123 456).

Add New CMU Component

Meter Point Administration Number / Other Meter Identifier *

The Meter Point Administration Number(s) of the meters or main MSID number (as applicable) for that component of the CMU should be entered.
Please select N/A if not applicable

Connection Capacity (MW) *

This field captures the Connection Capacity for that CMU Component. The value of this field should be larger or equal to 0.000 and should be expressed to up to 3 decimal places

Ordnance Survey Grid Reference of the CMU Component *

Please provide the six-figure Ordnance Survey Grid Reference of the CMU Component

Method Used to calculate the connection capacity – This field allows applicants to select the method used to calculate the connection capacity of the component in accordance with the valid options for the CMU set out in Rule 3.5.

Refurbishment CMU – This drop down field should be used to indicate if the CMU component relates to the Pre-Refurbishment form of the CMU or the Post-Refurbishment form of the CMU.

Description of the CMU component – enter a high level description of the CMU component.

Address of the CMU component – enter the full postal address of the CMU component, including postcode. If this is not yet known, enter the anticipated postcode and indicate that it is such

Add New CMU Component

Method used to calculate the Connection Capacity *

This is used to capture the calculation method regarding the Connection Capacity

Refurbishment CMU *

For a refurbishing CMU:

- Select 'Pre-Refurbishment CMU' and complete data relating to the CMU prior to the improvements programme.
- On the new select 'Post - Refurbishment CMU' and enter the data required for the CMU in that state.

Description of the CMU Component *

Please provide a high-level description of the CMU

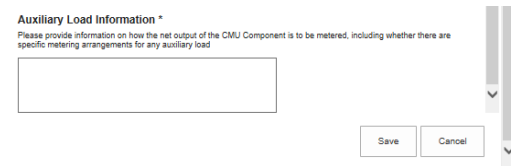
Address of the CMU Component *

Please provide the address of the CMU Component

Finally information on the metering of any Auxiliary Load that may have effect on the CMU Component's Metering. This is required as the output of the Generating CMU must be expressed

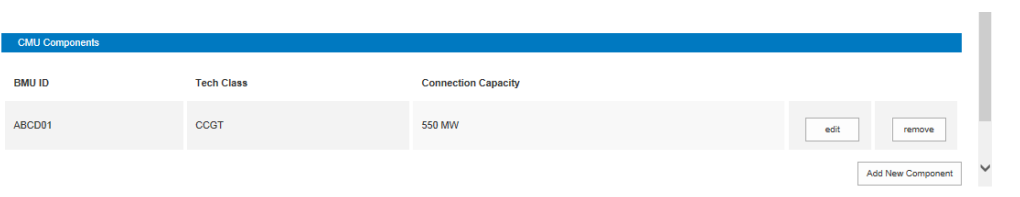
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as its net output and therefore confirmation of how any auxiliary load is accounted for in the metering of the CMU needs to be recorded in this field. Example statements here may be that “The output of the CMU is metered net of Auxiliary Load” or “The net output of the CMU should be calculated as the output of BMU ID “ABCD-1” less 0.25 x BMU ID “ABCD-D”..



Once the above fields have been completed click **Save**, or if you wish to start again and discard the component select **Cancel**.

Once saved you will see the component you have just created at the bottom of the main page.

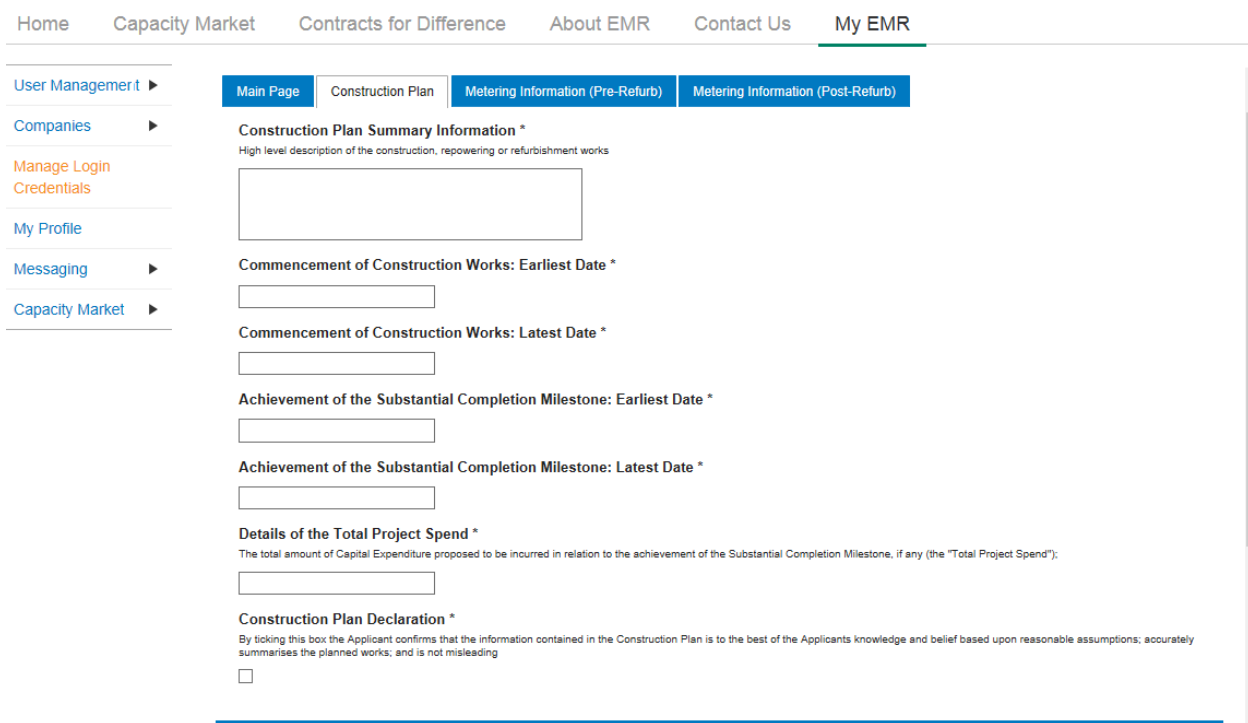


BMU ID	Tech Class	Connection Capacity
ABCD01	COGT	550 MW

To add another component, repeat the steps above, this will also display in the table. Refurbishing CMUs should have a minimum of two components, the Post-Refurbishment component and the Pre-Refurbishment component.

Construction Plan

The *Construction Plan* for the improvement works is required to be provided by the Applicant.



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The Applicant is asked to provide a high level summary of the improvement works, with earliest and latest dates for the Commencement of the Construction Works and the Substantial Completion Milestone together with the Total Project Spend. (All defined terms are as per the CM Rules 2016.)

Finally, the information supplied is accompanied by a Construction Plan Declaration (pursuant to Rule). By selecting the tick field, this Declaration is then made.

In the bottom left hand corner of the screen is the option to *Save*, which will retain the data thus far inputted and uploaded.

Metering Information (Pre- and Post-Refurb)

Finally there are two metering assessment sections – one for the Pre-Refurbishment form of the CMU and one for the Post Refurbishment form. They are identical in terms of the questions asked the answers given should reflect the Pre-Refurbishment and Post-Refurbishment forms of the CMU.

Information for the Pre-Refurbishment form of the CMU must be completed, whereas the information for the Post-Refurbishment form of the CMU may be deferred at the point of Application and completed at a later date.

The screenshot displays the 'Metering Assessment (Pre-Refurb)' form within the EMR portal. The form includes a question: 'Defer CMU Metering Assessment For Settlement *' with radio buttons for 'Yes' and 'No'. Below this is a 'Single Line Diagram' section with a 'Browse...' button. There is also an 'Other Metering Information' section with another 'Browse...' button. At the bottom, there is a table for 'CMU Components' with columns for 'BMU ID', 'Tech Class', and 'Connection Capacity'. The table shows aggregated connection capacities: 'Aggregated Connection Capacity: 0 MW', 'Aggregated Pre-Refurbishment Connection Capacity: 0 MW', and 'Aggregated Post-Refurbishment Connection Capacity: 0 MW'. There is an 'Add New Component' button and 'Save', 'Cancel', and 'Delete' buttons at the bottom of the form.

This tab allows Applicants to provide details of their metering. The Metering Assessment for the **Post-Refurbishment form of the CMU is not required** to be completed at the point of Prequalification, so Applicants may select *Yes* when answering the *Defer CMU Metering Assessment for Settlement* question.

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The Metering Assessment for the **Pre-Refurbishment form of the CMU must be completed**. To do so, Applicants should select *No* when answering the *Defer CMU Metering Assessment For Settlement* question and the following will be displayed.

The screenshot shows a sidebar menu on the left with items: User Management, Companies, Manage Login Credentials, My Profile, Messaging, and Capacity Market. The main content area is titled "Metering Assessment" and contains three sections:

- CMU Metering Assessment For Settlement ***
The Auction Guidelines set out the questions which different types of CMUs must answer if completing the Metering Assessment required by the Capacity Market Rules.
An Applicant may indicate they wish to defer the completion of the Metering Assessment. If they wish to do so the Applicant should select "Yes" to this question, otherwise "No"
 Yes No
- Interconnector Associated Load ***
Does the Interconnector CMU have any associated load?
 Yes No
- Single Line Diagram**
Applicants must upload a Single Line Diagram that meets the requirements of Rule 3.6.4 (a)
 No file chosen

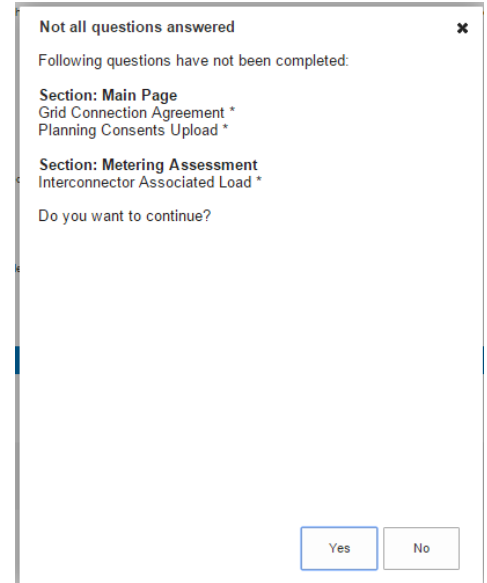
Below these sections is the **Other Metering Information** section, which includes a note: "Please use this facility to upload any other information that is relevant to the metering configuration of the CMU" and a file upload button: No file chosen.

Applicants who wish to complete their metering assessment should complete the fields above and provide a Single Line diagram. If it is necessary to submit multiple single line diagrams these should be combined into a single zip file.

Finally, clicking *Save* at the bottom of the page and ensuring that all required information is confirmed, declared, and/ or uploaded, will create the CMU and its CMU Components. If you have no completed any of the required fields a warning such as that in the figure below will display.

Please note that the prompt may ask you to fill in questions which are no longer mandatory for the 2016 prequalification process, so please do not rely on the prompts exclusively, but verify that you have completed all information required under the CM Rules by referring to chapter 3 of the Capacity Market Rules. Only questions required to be answered by the Capacity Market Rules 2016 will be assessed and there will be no impact of not answering questions that are not required even if the IT system notes in the message that it has yet to be completed by the Applicant.

If you click *Yes* you will be directed back to the *My EMR* page but you should endeavour to complete the outstanding fields before moving on to attach the CMU to an application. If you click *No* you will be returned to the CMU where you can complete the outstanding items.



2.6 Refurbishing Interconnector CMU

To create a Refurbishing Interconnector CMU, choose the relevant option from the menu – this will bring up the screen below.

Home Capacity Market Contracts for Difference About EMR Contact Us My EMR

User Management ►
Companies ►
Manage Login Credentials
My Profile
Messaging ►
Capacity Market ►

Main Page Construction Plan Metering Information (Pre-Refurb) Metering Information (Post-Refurb)

CMU Identifier *
This indicates the CMU name given to identify the CMU. This should be 6 characters long, alphanumeric and unique within the applicants CMU portfolio

CMU Name
This indicates the preferred name for the CMU against which the application is submitted

Classification of CMU
This indicates whether the CMU is CMRS/ Non-CMRS

CMRS ▼

Connection Arrangement Declaration *
Confirm that one or more Grid Connection Agreements have been entered into which secure Transmission Entry Capacity for the relevant Delivery Year for that CMU at least equal, in aggregate, to the Anticipated De-rated Capacity of the CMU and any other CMUs to which any such Grid Connection Agreement applies

Grid Connection Agreement *
Please provide a copy of the Grid Connection Agreement

Browse...

Post-Refurb

Relevant Planning Consents *
Each Applicant for A Refurbishing Interconnector CMU must declare that it has obtained or will obtain all Relevant Planning Consents required for the construction and commissioning of the Prospective Interconnector CMU (but excluding any ancillary infrastructure associated with, but not comprised in, the Prospective Interconnector CMU) and has the Legal Right to use the land on which the CMU is, or will be, located.

<https://www.emrdeliverybody.com/EMR/>

There are four main sections of information required to be completed:

- the **Main Page**;
- the **Construction Plan** page;
- the **Metering Information (Pre-Refurb)** page; and,
- the **Metering Information (Post-Refurb)** page.

Main Page

On the *Main Page*, the Applicant is required to input a CMU Identifier and CMU name – the former to identify the CMU and the latter as the preferred name against which the Application is submitted. Please note that the CMU must be unique and exactly 6 alpha-numeric digits in length; if one fails to meet either of these requirements the system will prompt one with a warning message and will not allow one to save the CMU.

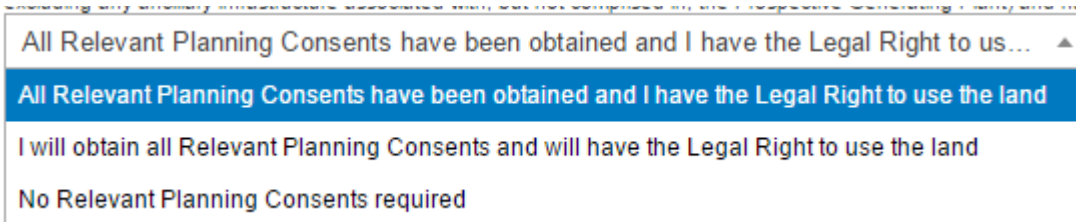
You are also invited to create a long-form name for the CMU and to state whether the CMU is comprised of components all of which are registered with the Central Meter Registration Service (CMRS), as per the BSC, or whether it is comprised of CMU components all of which are not registered in the CMRS. **Please note that a mixture of non-CMRS and CMRS components within a CMU is not permitted under the Rules.** It is most likely that a Refurbishing Interconnector – both Pre and Post Refurbishment Components will be CMRS CMUs and Transmission connected, so these elements have been focussed on in this guidance.

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The Applicant must confirm that Grid Connection Agreements have been entered into which secure Transmission Entry Capacity for the relevant Delivery Year that is at least equal in aggregate, to the Anticipated De-rated Capacity of the CMU(s). By selecting the tick field, this Declaration is made. A copy of the relevant Agreement(s) needs to then be uploaded.

Post Refurbishment Planning Consents:

Next is the Declaration regarding Planning Consents for the element of the project Post Refurbishment. The Declaration states that the Relevant Planning Consents have or will be obtained and, also, that the CMU has the Legal Right to use the land on which the CMU is sited for the intended purpose. Alternatively Applicants may declare that Relevant Planning Consents are not required.



A screenshot of a dropdown menu with four options. The second option is highlighted in blue. The options are:

- All Relevant Planning Consents have been obtained and I have the Legal Right to us... ▲
- All Relevant Planning Consents have been obtained and I have the Legal Right to use the land
- I will obtain all Relevant Planning Consents and will have the Legal Right to use the land
- No Relevant Planning Consents required

There is then a field for copies of the Relevant Planning Consents to be uploaded.

Main Page – CMU Components

Scrolling down, at the very bottom of the page is the opportunity to add a Component to the CMU. To do so, select the *Add New Component* and the following menu will appear.

Please note that a Component will need to be added for the Pre Refurbishment state of the interconnector and a separate one for the anticipated Post Refurbishment part of the interconnector.

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Add New CMU Component

BMU ID / Balancing Services ID / Component ID *

Balancing Mechanism Units should enter the BMU ID of the component. Components which have previously or currently provide a Balancing Service, as a non BM provider, should enter the Balancing Services ID.

If the component is new, or is an existing Non-CMRS CMU which has not provided a Balancing Service and does not have either, please enter your own unique six-digit identifier for the Component.

Existing Interconnector CMUs should also specify the relevant interconnector ID as required by CM Rules

Generating Technology Class *

This is used to reference the de-rating factor for the component of the CMU and calculate the de-rated capacity of the CMU

Meter Point Administration Number / Other Meter Identifier *

The Meter Point Administration Number(s) of the meters or main MSID number (as applicable) for the Interconnector should be entered

Connection Capacity (MW) *

The Connection Capacity of an Interconnector CMU is equal to the Transmission Entry Capacity stated in the Grid Connection Agreement or, if none is so stated, the Connection Entry Capacity. The value of this field should be larger or equal to 0.000 and should be expressed to up to 3 decimal places

GB Location of the Interconnector CMU *

The Applicant is required to complete and / submit the following information:

- The Component ID – where there is an Interconnector ID, then this should be entered. Alternatively and if not, then the BMU ID or Balancing Service ID could be used.
- The Generating Technology Class offers a drop down list of technologies. Selection of one of these will attract the relevant De-rating Factor in due course. It should be noted that as interconnectors are individually De-rated by the Secretary of State, that they are listed individually here.
- The Meter Point Administration Number or alternative Meter Identifier details should be entered.
- The Connection Capacity of the Interconnector CMU is found to be the same as the Transmission Entry Capacity or Connection Entry Capacity, as stated in the relevant Grid Connection Agreement. Confirmation of the method used to cite this number is asked for further down the page.

Add New CMU Component

GB Location of the Interconnector CMU *
Please provide address of the CMU Component

Ordnance Survey Grid Reference of the Interconnector CMU *
Please provide the six-figure Ordnance Survey Grid Reference of the CMU Component

Non - GB Part Location *
Please declare the country or territory in which the Non-GB Part is/will be located for the Interconnector

Forecasted Technical Reliability *
Please declare the forecasted technical reliability for the relevant delivery year for the Interconnector

Method used to calculate the Connection Capacity *
This is used to capture the calculation method regarding the Connection Capacity

Interconnector CMU - CEC ▾

Refurbishment CMU *
For a refurbishing CMU:

- Select 'Pre-Refurbishment CMU' and complete data relating to the CMU prior to the improvements programme.
- On the new select 'Post - Refurbishment CMU' and enter the data required for the CMU

Save Cancel

- The GB location of the Interconnector CMU – firstly the address, and then the six figure Ordnance Survey Grid Reference (in the form XY 123 456).
- Confirmation of the country to which the interconnector connects.
- A declaration as to the forecast technical reliability of the interconnector
- Where the CMU Component will be part of a Refurbishing Interconnector project then the Components for Pre and Post Refurbishment will need to be entered separately.
- The final two fields on this form are for a high level description of the Interconnector and the Technical Specifications associated with the same.

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Construction Plan

The *Construction Plan* for the improvement works is required to be provided by the Applicant.

The screenshot shows a web application interface with a top navigation bar containing 'Home', 'Capacity Market', 'Contracts for Difference', 'About EMR', 'Contact Us', and 'My EMR'. A left-hand sidebar menu includes 'User Management', 'Companies', 'Manage Login Credentials', 'My Profile', 'Messaging', and 'Capacity Market'. The main content area has a tabbed interface with 'Main Page', 'Construction Plan', 'Metering Information (Pre-Refurb)', and 'Metering Information (Post-Refurb)'. The 'Construction Plan' tab is active and contains the following sections:

- Construction Plan Summary Information ***
High level description of the construction, repowering or refurbishment works
- Commencement of Construction Works: Earliest Date ***
- Commencement of Construction Works: Latest Date ***
- Achievement of the Substantial Completion Milestone: Earliest Date ***
- Achievement of the Substantial Completion Milestone: Latest Date ***
- Details of the Total Project Spend ***
The total amount of Capital Expenditure proposed to be incurred in relation to the achievement of the Substantial Completion Milestone, if any (the "Total Project Spend");
- Construction Plan Declaration ***
By ticking this box the Applicant confirms that the information contained in the Construction Plan is to the best of the Applicants knowledge and belief based upon reasonable assumptions; accurately summarises the planned works, and is not misleading

The Applicant is asked to provide a high level summary of the improvement works, with earliest and latest dates for the Commencement of the Construction Works and the Substantial Completion Milestone together with the Total Project Spend. (All defined terms are as per the CM Rules 2016.)

Finally, the information supplied is accompanied by a Construction Plan Declaration (pursuant to Rule). By selecting the tick field, this Declaration is then made.

In the bottom left hand corner of the screen is the option to *Save*, which will retain the data thus far inputted and uploaded.

Metering Information (Pre- and Post-Refurb)

Finally there are two metering assessment sections – one for the Pre-Refurbishment form of the CMU and one for the Post Refurbishment form. They are identical in terms of the questions asked the answers given should reflect the Pre-Refurbishment and Post-Refurbishment forms of the CMU.

Information for the Pre-Refurbishment form of the CMU must be completed, whereas the information for the Post-Refurbishment form of the CMU may be deferred at the point of Application and completed at a later date.

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The screenshot shows a web browser window with the URL <https://www.emrdeliverybody.com/EMR/My-CMUs.aspx>. The page header includes the National Grid logo and 'Electricity Market Reform DELIVERY BODY'. A search bar contains 'mark.duffield3'. The navigation menu includes 'Home', 'Capacity Market', 'Contracts for Difference', 'About EMR', 'Contact Us', and 'My EMR'. The left sidebar has links for 'User Management', 'Companies', 'Manage Login Credentials', 'My Profile', 'Messaging', and 'Capacity Market'. The main content area has tabs for 'Main Page', 'Construction Plan', 'Metering Information (Pre-Refurb)', and 'Metering Information (Post-Refurb)'. The 'Metering Information (Pre-Refurb)' tab is active, displaying the 'Metering Assessment (Pre-Refurb)' form. The form includes a question: 'Defer CMU Metering Assessment For Settlement *' with radio buttons for 'Yes' and 'No'. Below this is the 'Single Line Diagram' section with a 'Browse...' button. The 'Other Metering Information' section also has a 'Browse...' button. A table titled 'CMU Components' is shown with columns for 'BMU ID', 'Tech Class', and 'Connection Capacity'. The table currently has no data rows. Below the table are 'Aggregated Connection Capacity: 0 MW', 'Aggregated Pre-Refurbishment Connection Capacity: 0 MW', and 'Aggregated Post-Refurbishment Connection Capacity: 0 MW'. There is an 'Add New Component' button and 'Save', 'Cancel', and 'Delete' buttons at the bottom.

This tab allows Applicants to provide details of their metering. The Metering Assessment for the **Post-Refurbishment form of the CMU is not required** to be completed at the point of Prequalification, so Applicants may select *Yes* when answering the *Defer CMU Metering Assessment for Settlement* question.

The Metering Assessment for the **Pre-Refurbishment form of the CMU must be completed**. To do so, Applicants should select *No* when answering the *Defer CMU Metering Assessment For Settlement* question and the following will be displayed.

The screenshot shows the 'Metering Assessment' form. The 'Defer CMU Metering Assessment For Settlement *' question is selected to 'No'. The 'Interconnector Associated Load *' question is also selected to 'No'. The 'Single Line Diagram' section has a 'Choose File' button with 'No file chosen'. The 'Other Metering Information' section also has a 'Choose File' button with 'No file chosen'. The left sidebar and navigation menu are the same as in the previous screenshot.

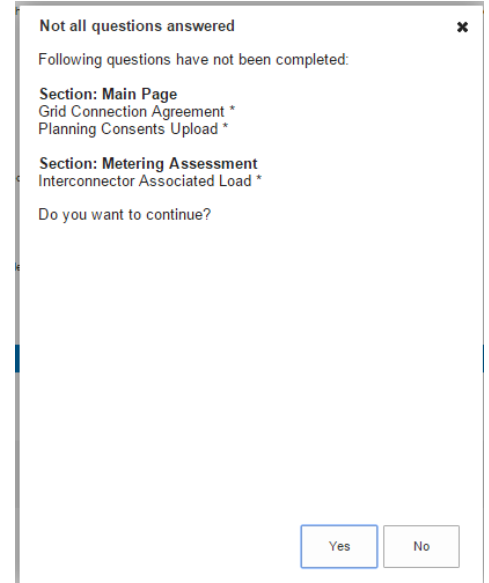
Applicants who wish to complete their metering assessment should complete the fields above and provide a Single Line diagram. If it is necessary to submit multiple single line diagrams these should be combined into a single zip file.

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Finally, clicking *Save* at the bottom of the page and ensuring that all required information is confirmed, declared, and / or uploaded, will create the CMU and its CMU Components. If you have not completed any of the required fields a warning such as that in the figure below will display.

Please note that the prompt may ask you to fill in questions which are no longer mandatory for the 2016 prequalification process, so please do not rely on the prompts exclusively, but verify that you have completed all information required under the CM Rules by referring to chapter 3 of the Capacity Market Rules. Only questions required to be answered by the Capacity Market Rules 2016 will be assessed and there will be no impact of not answering questions that are not required even if the IT system notes in the message that it has yet to be completed by the Applicant.

If you click *Yes* you will be directed back to the *My EMR* page but you should endeavour to complete the outstanding fields before moving on to attach the CMU to an application. If you click *No* you will be returned to the CMU where you can complete the outstanding items.



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2.7 Proven DSR

To create a Proven DSR CMU, choose the relevant option from the menu – this will bring up the screen below.

The screenshot shows a web browser window with the URL <https://www.emrdeliverybody.com/EMR/My-CMUs>. The page has a navigation menu with 'Home', 'Capacity Market', 'Contracts for Difference', 'About EMR', 'Contact Us', and 'My EMR'. The 'My EMR' section is active, showing a sidebar with 'User Management', 'Companies', 'Manage Login Credentials', 'My Profile', 'Messaging', and 'Capacity Market'. The main content area has three tabs: 'Main Page', 'Business Model', and 'Metering Information'. The 'Main Page' tab is selected, showing the following form fields:

- CMU Identifier ***: This indicates the CMU name given to identify the CMU. This should be 6 characters long, alphanumeric and unique within the applicants CMU portfolio. (Text input field)
- CMU Name**: This indicates the preferred name for the CMU against which the application is submitted. (Text input field)
- Classification of CMU**: This indicates whether the CMU is CMRS/ Non-CMRS. (Dropdown menu with 'CMRS' selected)
- DSR Test Certificate ***: Provide a copy of the DSR Test Certificate. (Browse... button)

Below the form is a section titled 'CMU Components' with a table header:

BMU ID	Tech Class	Connection Capacity
--------	------------	---------------------

At the bottom right of the table is an 'Add New Component' button. At the bottom left of the form area is a 'Save' button.

There are three main sections of information required to be completed:

- the **Main Page**;
- the **Business Model** page; and,
- the **Metering Information** page.

Main Page

The *Main Page* asks for the CMU identifier and a CMU name for this CMU. The Applicant then also confirms whether the CMU is CMRS or Non-CMRS registered. That is to say whether the CMU is comprised of components all of which are registered with the Central Meter Registration Service (CMRS), as per the BSC or whether it is comprised of CMU components all of which are not registered in the CMRS. Please note that a mixture of non-CMRS and CMRS components within a CMU is not permitted under the Rules.

A copy of the DSR Test Certificate then needs to be uploaded.

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Main Page Business Model Metering Information

CMU Identifier *

This Indicates the CMU name given to identify the CMU. This should be 6 characters long, alphanumeric and unique within the applicants CMU portfolio

CMU Name

This indicates the preferred name for the CMU against which the application is submitted

Classification of CMU

This indicates whether the CMU is CMRS/ Non-CMRS

DSR Test Certificate *

Provide a copy of the DSR Test Certificate

At the bottom of the page is the option to create a New Component for this CMU.

To create a new CMU Component, the following needs to be completed:

BMU ID / Balancing Services ID / Component ID – if the component has a BMU, Interconnector, or Balancing Services ID, then it should be entered here. Alternatively, then a unique six digit identifier should be entered.

Generating Technology Class – from the drop down menu, select the relevant technology class which will subsequently attribute the De-rating Factor to be applied to the CMU. Please note that where the drop-down list has “(Invalid Class)” next to it this should not be selected as these are historic Technology Classes not available for either of the Prequalification windows in 2016 (T-4 Auction, Early Auction or Transitional Auction).

Meter Point Admin Number or other Meter Identified – if the MPAN or meter identifier is known, enter it here, otherwise enter N/A and it can be added later.

Generating Technology Class *

This is used to reference the de-rating factor for the capacity of the CMU

- Oil Gen & Recip (Invalid Class)
- OCGT & Gas Recip (Invalid Class)
- Nuclear
- Hydro
- Storage
- CCGT
- CHP and autogeneration
- Coal/biomass
- DSR
- OCGT and Reciprocating Engines
- Oil-fired steam generators
- IFA (France)
- Eleclink (France)
- BritNED (Netherlands)
- NEMO (Belgium)
- Moyle and EWIC (Ireland)

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DSR Capacity (MW) – The DSR Capacity of the CMU Component must be entered here to the granularity of up to 3 decimal places.

Ordnance Survey Grid Reference of the Component in the format XY 123 456

If a Metering test Certificate is available for the Proven DSR CMU then this should be provided in the document upload field

If the component is a “Permitted On-Site Generating Unit” then this should be indicated in the next question

The Applicant then needs to provide a high level description of the CMU Component.

Then the address of the CMU Component.

Finally, details on how the net output of the CMU Component is to be metered needs to be input. This should include details on whether there are any specific metering arrangements in situ for an Auxiliary Load.

Once the above fields have been completed click *Save* or if you wish to start again and discard the component select *Cancel*.

Business Model Page

The *Business Model* page requires a Business Model prepared under Rule 3.9.2, upload a completed DSR Business Model Template for this CMU.

This is accompanied by the Declaration required by Rule 3.9.3 (b). By selecting the tick field, this Declaration is made.

Metering Information

To complete CMU creation select the third tab, entitled *Metering Information*.

The screenshot shows the 'My EMR' section of the system. The navigation menu includes Home, Capacity Market, Contracts for Difference, About EMR, Contact Us, and My EMR. The 'My EMR' sub-menu is open, showing options for User Management, Companies, Manage Login Credentials, My Profile, Messaging, and Capacity Market. The main content area is titled 'Metering Assessment' and contains the following sections:

- Defer CMU Metering Assessment For Settlement ***
An Applicant may elect to defer completing a Metering Assessment for an Existing Generating CMU until after the First Full Capacity Auction in which case the Applicant must declare that it will complete a Metering Assessment for that Existing Generating CMU by no later than the date falling 3 years prior to the start of the relevant Delivery Year. Assessment. If you wish to defer the Metering Assessment please click "Yes" to this question, otherwise "No".
 Yes No
- Single Line Diagram**
Applicants must upload a Single Line Diagram that meets the requirements of Rule 3.6.4 (a).
[Browse...]
- Other Metering Information**
Please use this facility to upload any other information that is relevant to the metering configuration of the CMU.
[Browse...]

Below these sections is a table for 'CMU Components' with columns for BMU ID, Tech Class, and Connection Capacity. At the bottom right of the table is an 'Add New Component' button. At the bottom left of the page is a 'Save' button.

This tab allows Applicants to provide details of their metering. Proven DSR CMUs are required to complete a metering assessment at Prequalification and so Applicants should select *No* when

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answering the *Defer CMU Metering Assessment For Settlement* question and the following will be displayed.

User Management ▶
Companies ▶
Manage Login Credentials
My Profile
Messaging ▶
Capacity Market ▶

Metering Assessment

CMU Metering Assessment For Settlement *
The Auction Guidelines set out the questions which different types of CMUs must answer if completing the Metering Assessment required by the Capacity Market Rules.
An Applicant may indicate they wish to defer the completion of the Metering Assessment. If they wish to do so the Applicant should select "Yes" to this question, otherwise "No"

Yes No

Interconnector Associated Load *
Does the Interconnector CMU have any associated load?

Yes No

Single Line Diagram
Applicants must upload a Single Line Diagram that meets the requirements of Rule 3.6.4 (a)

No file chosen

Other Metering Information
Please use this facility to upload any other information that is relevant to the metering configuration of the CMU

No file chosen

Applicants who wish to complete their metering assessment should complete the fields above and provide a Single Line diagram. If it is necessary to submit multiple single line diagrams these should be combined into a single zip file.

Applicants for Proven DSR CMUs should upload the **Metering Configuration Solution Statement** to the Other Metering Information field.

Finally, clicking *Save* at the bottom of the page and ensuring that all required information is confirmed, declared, and/ or uploaded, will create the CMU and its CMU Components. If you have not completed any of the required fields a warning such as that below will display.

Please note that the prompt may ask you to fill in questions which are no longer mandatory for the 2016 prequalification process, so please do not rely on the prompts exclusively, but verify that you have completed all information required under the CM Rules by referring to chapter 3 of the Capacity Market Rules. Only questions required to be answered by the Capacity Market Rules 2016 will be assessed and there will be no impact of not answering questions that are not required even if the IT system notes in the message that it has yet to be completed by the Applicant.

If you click *Yes* you will be directed back to the *My EMR* page but you should endeavour to complete the outstanding fields before moving on to attach the CMU to an Application. If you click *No* you will be returned to the CMU where you can complete any outstanding items.

Not all questions answered ✕

Following questions have not been completed:

Section: Main Page
Grid Connection Agreement *
Planning Consents Upload *

Section: Metering Assessment
Interconnector Associated Load *

Do you want to continue?

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2.8 Unproven DSR

To create an Unproven DSR CMU, choose the relevant option from the menu – this will bring up the screen below.

The screenshot shows a web browser window with the URL <https://www.emrdeliverybody.com/EMR/>. The page title is "EMR Portal - My-CMUs". The navigation menu includes Home, Capacity Market, Contracts for Difference, About EMR, Contact Us, and My EMR. The left sidebar contains links for User Management, Companies, Manage Login Credentials, My Profile, Messaging, and Capacity Market. The main content area has tabs for Main Page, Business Plan, and Metering Information. The "Main Page" tab is active, showing the following fields:

- CMU Identifier ***: This Indicates the CMU name given to identify the CMU. This should be 6 characters long, alphanumeric and unique within the applicants CMU portfolio. Input field:
- CMU Name**: This indicates the preferred name for the CMU against which the application is submitted. Input field:
- Classification of CMU**: This indicates whether the CMU is CMRS/ Non-CMRS. Dropdown menu: CMRS

Below these fields is the **DSR Test Certificate** section, which includes a confirmation checkbox: "Confirmation that the DSR Test will be completed * ".

At the bottom, there is a table titled "CMU Components" with columns for BMU ID, Tech Class, and Connection Capacity. An "Add New Component" button is located to the right of the table.

There are three main sections of information required to be completed:

- the **Main Page**;
- the **Business Plan** page; and,
- the **Metering Information** page.

Main Page

The page asks for a CMU identifier, i.e. a name for the CMU and a CMU name against which the Application is submitted.

The Applicant is then asked to confirm whether the CMU is a CMRS or Non-CMRS CMU. That is to say whether the CMU is comprised of components all of which are registered with the Central Meter Registration Service (CMRS), as per the BSC or whether it is comprised of CMU components all of which are not registered in the CMRS. **Please note that a mixture of non-CMRS and CMRS components within a CMU is not permitted under the Rules.**

As the CMU is Unproven at this point, there is a requirement to give a confirmation that the CMU will complete a DSR Test.

At the bottom of the page is the opportunity to add a Component to the Unproven DSR CMU being created. To do so, click on *Add New Component* and the forms to do so will appear, requiring the following information to be inputted:

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The screenshot shows the 'EMR Portal - My-CMUs' interface. The main content area is titled 'Add New CMU Component'. It contains several sections:

- CMU Identifier ***: A text input field containing 'UNPDSR'. Below it, a note states: 'This indicates the CMU name given to identify the CMU. This should be 6 characters long.'
- CMU Name**: A text input field containing 'UNPRSR1'. Below it, a note states: 'This indicates the preferred name for the CMU against which the application is submitted.'
- Classification of CMU**: A dropdown menu set to 'Non CMRS'. Below it, a note states: 'This indicates whether the CMU is CMRS/ Non-CMRS.'
- DSR Test Certificate**: A section with a checkbox 'Confirmation that the DSR Test will be completed *' which is checked.
- CMU Components**: A table with columns 'BMU ID', 'Tech Class', and 'Connection Ca'. Below the table, it shows: 'Aggregated Connection Capacity: 0 MW', 'Aggregated Pre-Refurbishment Connection Capacity: 0 MW', and 'Aggregated Post-Refurbishment Connection Capacity: 0 MW'. There are 'Save', 'Cancel', and 'Delete' buttons.
- BMU ID / Balancing Services ID / Component ID ***: A text input field. Below it, a note states: 'Balancing Mechanism Units should enter the BMU ID of the component. Components which have previously or currently provide a Balancing Service, as a non BM provider, should enter the Balancing Services ID. If the component is new, or is an existing Non-CMRS CMU which has not provided a Balancing Service and does not have either, please enter your own unique six-digit identifier for the Component. Existing Interconnector CMUs should also specify the relevant interconnector ID as required by CM Rules.'
- Generating Technology Class ***: A dropdown menu currently showing 'Oil Gen & Recip (Invalid Class)'. Below it, a note states: 'This is used to reference the de-rating factor for the component of the CMU and calculate the de-rated capacity of the CMU.'
- Meter Point Administration Number / Other Meter Identifier ***: A text input field. Below it, a note states: 'The Meter Point Administration Number(s) of the meters or main MSID number (as applicable) for that component of the CMU should be entered. Please select N/A if not applicable.'
- DSR Capacity (MW) ***: A text input field. Below it, a note states: 'This field captures the DSR Capacity for that CMU Component. The value of this field should be larger or equal to 0.000 and should be expressed to up to 3 decimal places.'
- Method used to calculate the DSR Capacity ***: A text input field. Below it, a note states: 'This is used to capture the calculation method regarding the Connection Capacity.'

At the bottom of the page, there are links for Security, Cookie Policy, Privacy Policy, Terms and Conditions, and Accessibility.

BMU ID / Balancing Services ID / Component ID – if the component has a BMU, Interconnector, or Balancing Services ID, then it should be entered here. Alternatively, then a unique six digit identifier should be entered.

Generating Technology Class – from the drop down menu, select the relevant technology class which will subsequently attribute the De-rating Factor to be applied to the CMU.

Meter Point Admin Number or other Meter Identified – if the MPAN or meter identifier is known, enter it here, otherwise enter N/A and it can be added later.

DSR Capacity (MW) – The DSR Capacity of the CMU Component must be entered here to the granularity of up to 3 decimal places.

If a Metering test Certificate is available for the Proven DSR CMU then this should be provided in the document upload field

The Applicant then needs to provide a high level description of the CMU Component.

Then the address of the CMU Component.

Generating Technology Class *

This is used to reference the de-rating factor for the capacity of the CMU

The dropdown menu for 'Generating Technology Class' is open, displaying the following options:

- Oil Gen & Recip (Invalid Class)
- Oil Gen & Recip (Invalid Class)
- OCGT & Gas Recip (Invalid Class)
- Nuclear
- Hydro
- Storage
- CCGT
- CHP and autogeneration
- Coal/biomass
- DSR
- OCGT and Reciprocating Engines
- Oil-fired steam generators
- IFA (France)
- Eleclink (France)
- BritNED (Netherlands)
- NEMO (Belgium)
- Moyle and EWIC (Ireland)

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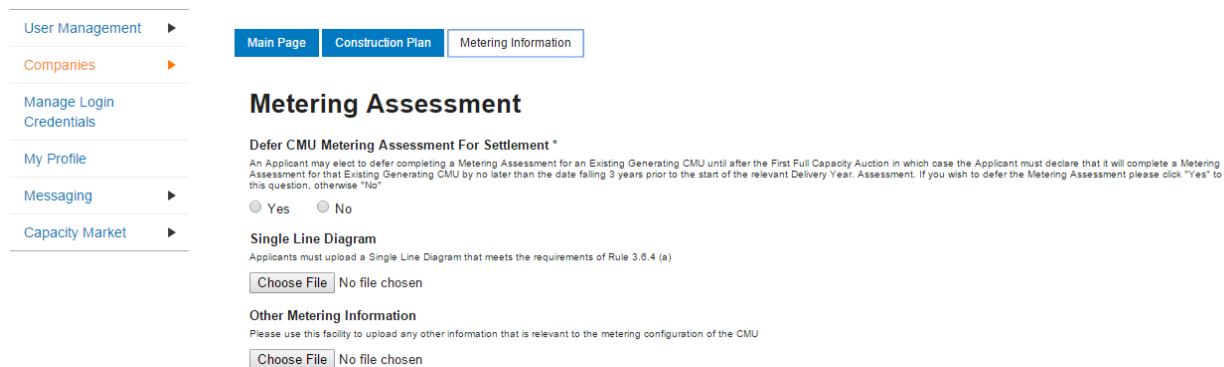
Finally, details on how the net output of the CMU Component is to be metered needs to be input. This should include details on whether there are any specific metering arrangements in situ for an Auxiliary Load.

Business Plan

The *Business Plan* page requires the Applicant, pursuant to Rule 3.10.1, to upload a completed DSR Business Plan Template for this CMU. This is accompanied by the Declaration required by Rule 3.10.1. By selecting the tick field, this Declaration is made.

Metering Information

Finally, the Applicant needs to submit information on the *Metering Information* page.



The screenshot shows the 'Metering Information' tab selected in the top navigation bar. The main content area is titled 'Metering Assessment' and contains the following sections:

- Defer CMU Metering Assessment For Settlement ***
An Applicant may elect to defer completing a Metering Assessment for an Existing Generating CMU until after the First Full Capacity Auction in which case the Applicant must declare that it will complete a Metering Assessment for that Existing Generating CMU by no later than the date falling 3 years prior to the start of the relevant Delivery Year. Assessment. If you wish to defer the Metering Assessment please click "Yes" to this question, otherwise "No"
 Yes No
- Single Line Diagram**
Applicants must upload a Single Line Diagram that meets the requirements of Rule 3.6.4 (a)
 No file chosen
- Other Metering Information**
Please use this facility to upload any other information that is relevant to the metering configuration of the CMU
 No file chosen

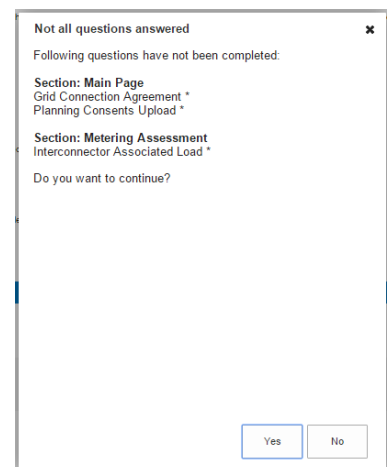
This tab allows Applicants to provide details of their metering. The Metering Assessment for an **Unproven DSR CMU is not required** to be completed at the point of Prequalification, so Applicants may select *Yes* when answering the *Defer CMU Metering Assessment for Settlement* question.

- If Applicants are able to complete a metering assessment and wish to do so, Applicants should select *No* when answering the *Defer CMU Metering Assessment For Settlement* question and answer the questions displayed.

Finally, clicking *Save* at the bottom of the page and ensuring that all required information is confirmed, declared, and / or uploaded, will create the CMU and its CMU Components. If you have no completed any of the required fields a warning such as that in the figure below will display.

Please note that the prompt may ask you to fill in questions which are no longer mandatory for the 2016 prequalification process, so please do not rely on the prompts exclusively, but verify that you have completed all information required under the CM Rules by referring to chapter 3 of the Capacity Market Rules. Only questions required to be answered by the Capacity Market Rules 2016 will be assessed and there will be no impact of not answering questions that are not required even if the IT system notes in the message that it has yet to be completed by the Applicant.

If you click *Yes* you will be directed back to the *My EMR* page but you should endeavour to complete the outstanding fields before moving on to attach the CMU to an application. If you click *No* you will be returned to the CMU where you can complete the outstanding items.



The dialog box contains the following text:

Not all questions answered

Following questions have not been completed:

- Section: Main Page
Grid Connection Agreement *
- Section: Metering Assessment
Interconnector Associated Load *

Do you want to continue?

Yes No

3 Prequalification Applications

3.1 Preliminary Information for Applications

Company Details

Please note, it is important that prior to an Application being commenced that all the information required to register the Company and to create the CMU sections has been completed and the information contained therein is correct.

The screenshot shows the 'Company List' page in the National Grid Electricity Market Reform portal. The page features a search bar at the top right with the text 'Search this site' and a magnifying glass icon. Below the search bar is a user profile indicator 'eleanor.brogden3'. The navigation menu includes 'Home', 'Capacity Market', 'Contracts for Difference', 'About EMR', 'Contact Us', and 'My EMR'. The 'My EMR' tab is selected. On the left side, there is a sidebar with navigation options: 'User Management', 'Companies', 'Manage Login Credentials', 'My Profile', 'Messaging', and 'Capacity Market'. The main content area displays a table of registered companies. The table has columns for 'Company name', 'Company ID', 'Authorised Person', 'Status', 'Additional info', 'Detail', and 'Edit'. The table contains four entries: 'Brogden (Test) Energy Ltd' (Company ID: NGRID-222-2, Authorised Person: Mark Duffield), 'Duffield (Test) Developments Ltd' (Company ID: NGRID-222-1, Authorised Person: Mark Duffield), 'Duffield (Test) Energy Ltd' (Company ID: NGRID-222, Authorised Person: Mark Duffield, Status: Approved), and 'Just testing' (Company ID: NGRID-222-3, Authorised Person: Mark Duffield). Below the table, it says 'Showing 1 to 4 of 4 entries' and 'Previous 1 Next'.

Company name	Company ID	Authorised Person	Status	Additional info	Detail	Edit
Brogden (Test) Energy Ltd	NGRID-222-2	Mark Duffield		Additional info	Details	Edit
Duffield (Test) Developments Ltd	NGRID-222-1	Mark Duffield		Additional info	Details	Edit
Duffield (Test) Energy Ltd	NGRID-222	Mark Duffield	Approved	Additional info	Details	Edit
Just testing	NGRID-222-3	Mark Duffield		Additional info	Details	Edit

By selecting *My EMR*, one can view the companies registered by the Applicant within the system. Those details can be viewed (by selecting *Details*) and edited (by selecting *Edit*).

Company Document Uploads

A number of documents relating to an Applicant Company are required to be supplied under the Capacity Market Rules in order to allow a valid application to be submitted for a Capacity Market Unit. These must be supplied by selecting the option "*Additional Info*" from the *Company List* page, the Applicant is asked to upload any of the following Company Documents.

- The Certificate of Incorporation for the Applicant Company
- A Prequalification Certificate (Exhibit A) for the Applicant Company
- A Certificate of Conduct (Exhibit C) for the Applicant Company

If the Applicant holds an Interconnector Licence, then it must indicate so on this page.

The figure below shows the screen presented to the User to upload this information.

Company Applications - User Support Guide

nationalgrid | Electricity Market Reform
DELIVERY BODY

Search this site eleanor.brogden3 ▾

Home Capacity Market Contracts for Difference About EMR Contact Us **My EMR**

User Management ▾ **Company Documents Upload**

Companies ▾ *Maximum upload size is 50MB*

Certificate of Incorporation	<input type="text"/>	<input type="button" value="Browse..."/>	<input type="button" value="Upload"/>
Legal Opinion	<input type="text"/>	<input type="button" value="Browse..."/>	<input type="button" value="Upload"/>
Pre-Qualification Certificate	<input type="text"/>	<input type="button" value="Browse..."/>	<input type="button" value="Upload"/>
Certificate of conduct	<input type="text"/>	<input type="button" value="Browse..."/>	<input type="button" value="Upload"/>

An Applicant must state whether or not it holds a Interconnection Licence at the time of making the Application. Applicants should select 'Yes' or 'No' as applicable.

Yes No

Bank Name

Account Holder

Account Number

Sort Code

Whilst the portal asks for a Legal Opinion and bank details, these are no longer required to be submitted under the Rules. Only questions required to be answered by the Capacity Market Rules 2016 will be assessed and there will be no impact of not answering questions that are not required even if the IT system notes in the fields and subsequent message that it has yet to be completed by the Applicant.

Once completed, the Applicant should select *Submit*. This will update the Company details and complete the Prequalification for the **Company**.

3.2 Creating an Application

The EMR Delivery Body IT system maps information entered under the Company and the CMU section (as above) to the Application section as the

The implication of which is that Company and CMU information that is incorrect in the Application, will mean that the Applicant must return to the Company and CMU creation pages, as appropriate, to amend that information. The Application will then need to be restarted, allowing the system to map across the new information.

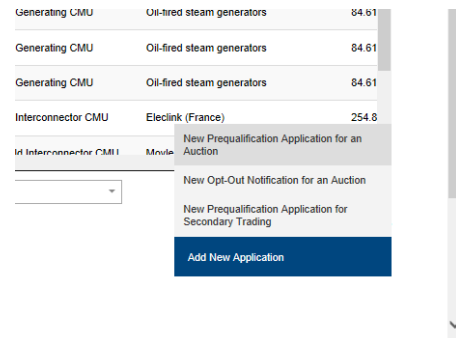
Information imported into the Application from the Company or CMU sections of the system is “locked” in the Application. It may only be edited by exiting the Application without saving it, editing the information in the Company or CMU section as appropriate and then recreating the Application from the start, re-importing the edited data.

Company Applications - User Support Guide

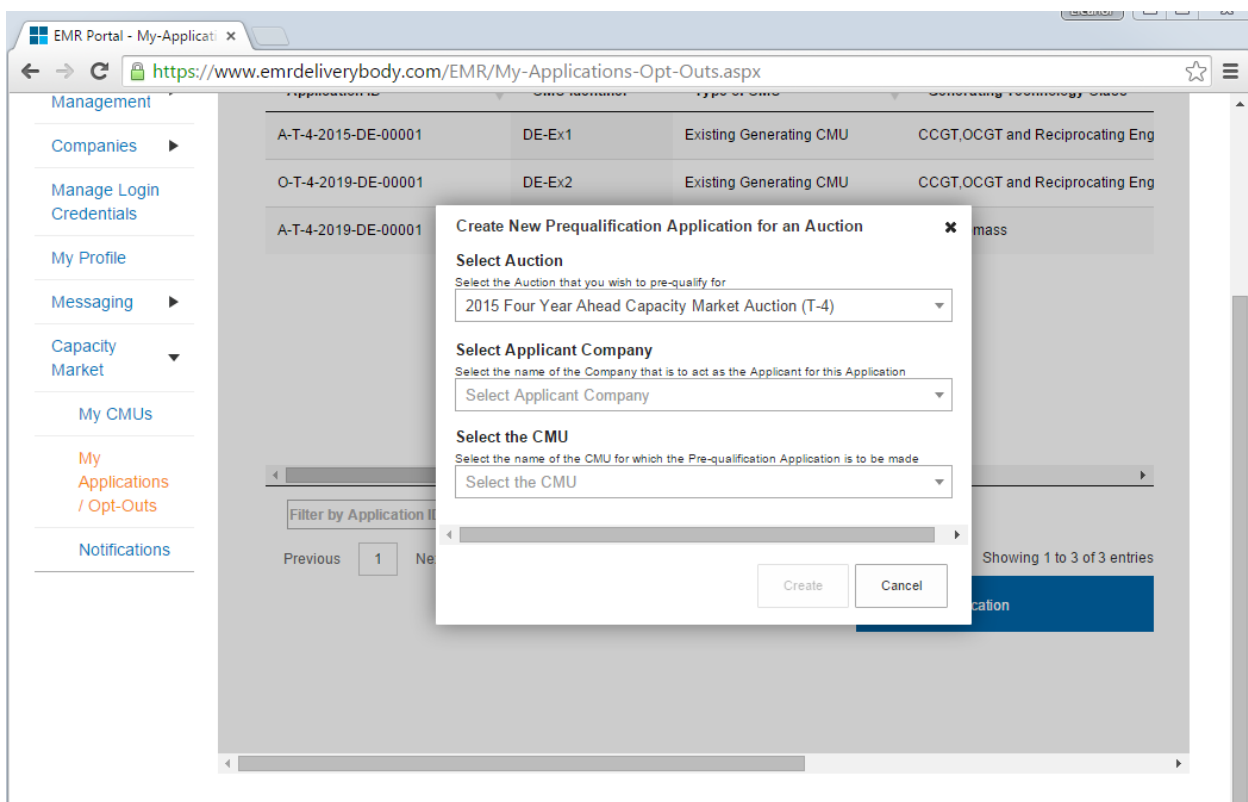
To participate in a specific Capacity Auction, an Application needs to be made for each CMU.

To begin, on the right hand side of the page, click the arrow next to the *Capacity Market* and choose *My Applications / Opt-Outs*. At the bottom of the screen an *Add New Application* button will appear – hovering over it will present the following options:

- *New Prequalification Application for an Auction*
- *New Opt-Out Notification for an Auction*
- *New Prequalification Application for Secondary Trading*



The option to create an Application for a “New Prequalification for an Auction” should be selected. This will then reveal the following screen inviting the Applicant to select the Auction, Applicant Company and CMU for which the Application is being created.



Once these items have been selected the following requirements then diverge depending on the type of CMU for which the Application is being generated. These are explained in the following chapters.

3.3 Application for an Existing Generating CMU

Having selected the details, and clicked create, the page below will appear populated with the Application details.

The screenshot shows a web browser window with the URL <https://www.emrdeliverybody.com/EMR/>. The page header includes the National Grid logo and 'Electricity Market Reform DELIVERY BODY'. A search bar and user name 'eleanor.brogden3' are visible. The navigation menu includes 'Home', 'Capacity Market', 'Contracts for Difference', 'About EMR', 'Contact Us', and 'My EMR'. The 'My EMR' section is active, showing a sidebar with 'User Management', 'Companies', 'Manage Login Credentials', 'My Profile', 'Messaging', and 'Capacity Market'. The main content area has three tabs: 'Landing Page', 'Company and CMU Summary Page', and 'Application Page'. The 'Company and CMU Summary Page' is selected, displaying the following details:

- Applicant Company**
Duffield (Test) Developments Ltd
- CMU**
ExGen1
Existing Generating Test
- Auction**
2015 Four Year Ahead Capacity Market Auction (T-4)

At the bottom of the form are three buttons: 'Save', 'Cancel', and 'Submit'.

The *Landing Page* gives the overview of the CMU for whom the Application is to be made reflecting the choices made when initially creating the Application. Applicants should check the details carefully to ensure that they are accurate. If they are not then the application should be cancelled without saving it and recreated with the correct details selected. Should the details be correct the Applicant should proceed to review and input data on both the “Company and CMU Summary Page” and the Application Page.

Company and CMU Summary Page

The *Company and CMU Summary Page* serves three primary purposes.

1. It allows the Applicant to specify which role it is applying in; i.e. one of
 - a. Legal Owner
 - b. Despatch Controller
 - c. DSR Provider
 - d. Joint Owner.
2. It allows an Applicant to upload any of the following exhibits should they be required to be uploaded alongside the Application under the CM Rules.
 - a. Exhibit D – Applicant Declaration (required if the Application is from a Despatch Controller)
 - b. Exhibit F – Aggregator Declaration (required if the Application is from a Despatch Controller who is also an Aggregator)
 - c. Exhibit G – Legal Owner Declaration (required if the Application is from a Despatch Controller who is also an Aggregator). Where multiple forms need to be uploaded these should be combined into a single file (e.g. a zip file) and uploaded in this field.
 - d. Joint Owner Declaration (required if the Application is in respect of an Interconnector CMU only).

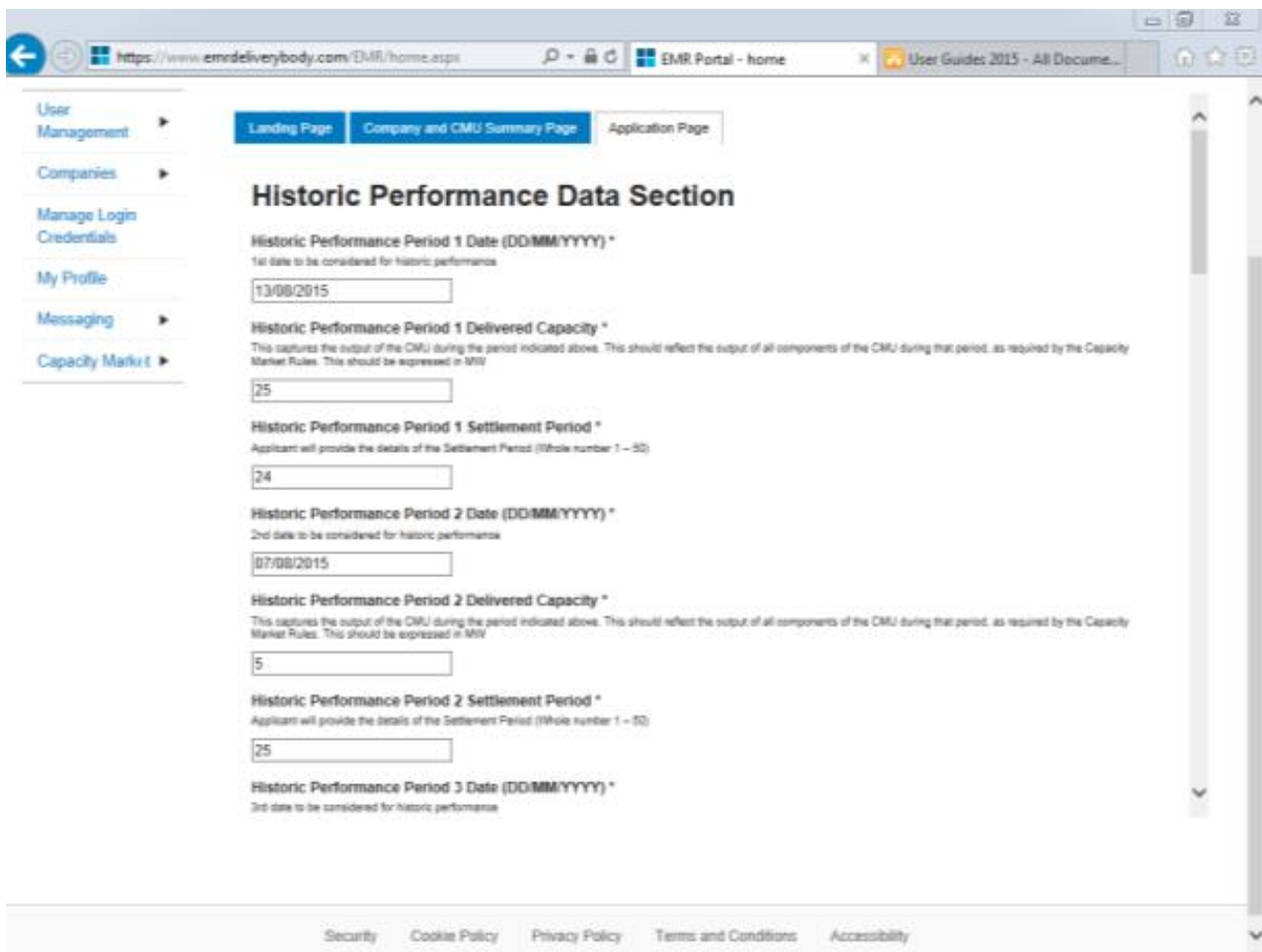
Company Applications - User Support Guide

3. Finally the CMU and Company Page should be used to review all of the information imported into the Application from both the Company and CMU sections of the system.

Finally, at the bottom of the page, are the self-explanatory options to *Save*, *Cancel*, *Delete* or *Submit* the Application.

Application Page

To the furthest right of the pages is the Application Page.



The screenshot shows a web browser window with the URL <https://www.emrdeliverybody.com/EMR/home.aspx>. The page title is "EMR Portal - home" and the browser tab is "User Guides 2015 - All Docume...". The page content includes a navigation menu on the left with items like "User Management", "Companies", "Manage Login Credentials", "My Profile", "Messaging", and "Capacity Market". The main content area is titled "Historic Performance Data Section" and contains several form fields for entering performance data. The fields are:

- Historic Performance Period 1 Date (DDMM/YYYY) *: 13/08/2015
- Historic Performance Period 1 Delivered Capacity *: 25
- Historic Performance Period 1 Settlement Period *: 24
- Historic Performance Period 2 Date (DDMM/YYYY) *: 07/08/2015
- Historic Performance Period 2 Delivered Capacity *: 5
- Historic Performance Period 2 Settlement Period *: 25
- Historic Performance Period 3 Date (DDMM/YYYY) *

At the bottom of the page, there are links for "Security", "Cookie Policy", "Privacy Policy", "Terms and Conditions", and "Accessibility".

The primary purposes of this page is then to allow an Applicant for an Existing Generating CMU to

1. Provide information of the historic performance of the Existing Generating CMU
2. Provide the declarations required to be made regarding Low Carbon Exclusions and STOR

Historic Performance Data

Under Rule 3.6.1 the requirement for Existing Generating CMUs to provide data for the DB to assess Historic Performance.

Company Applications - User Support Guide

Applicants for an Existing Generating CMU must provide information about the three periods where the CMU provided its highest metered output in the previous two years. The two year period ending on the date one month prior to the start of the Prequalification Window. For each data point Applicants must provide:

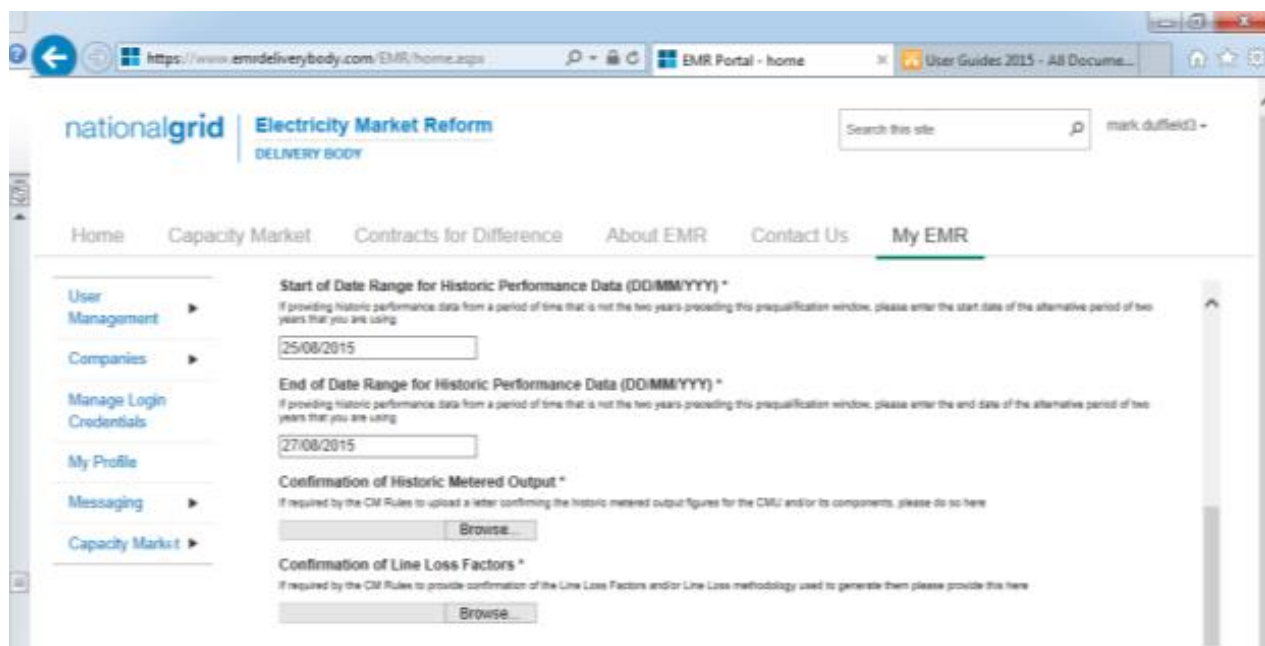
- a) The Date for each of the three data points
- b) The Settlement Period for each of the three data points
- c) The metered volume recorded at each data point

All figures should be expressed in MWh to three decimal places – please note that this is a change to 2014 prequalification where figures were provided in MW.

In addition there is a further new requirement for auctions from 2016 that the date range used for the calculation of the three highest outputs be provided (Rule 3.6.1 (aa)).

Finally if the Application is for a **non-CMRS** existing generating CMU confirmation of three data points, meter readings and line loss factors provided is required to be evidenced by a letter from the Applicant's Supplier or Distribution Network Owner. Please see Rule 3.6.1 (b) and 3.6.1 (c) as appropriate.

All of the above data should be provided in the appropriate points after the three data points have been identified.



The screenshot shows the 'My EMR' page on the National Grid EMR Portal. The page includes a navigation menu with 'My EMR' selected. The main content area contains the following sections:

- Start of Date Range for Historic Performance Data (DD/MM/YYYY) ***
If providing historic performance data from a period of time that is not the two years preceding this prequalification window, please enter the start date of the alternative period of two years that you are using.
Input field: 25/08/2015
- End of Date Range for Historic Performance Data (DD/MM/YYYY) ***
If providing historic performance data from a period of time that is not the two years preceding this prequalification window, please enter the end date of the alternative period of two years that you are using.
Input field: 27/08/2015
- Confirmation of Historic Metered Output ***
If required by the CM Rules to upload a letter confirming the historic metered output figures for the CMU and/or its components, please do so here.
Browse...
- Confirmation of Line Loss Factors ***
If required by the CM Rules to provide confirmation of the Line Loss Factors and/or Line Loss methodology used to generate them please provide this here.
Browse...

Company Applications - User Support Guide

Declarations

Subsequently, there are listed a number of Declarations that need to be made by the Applicant. A number of these declarations are legacy ones from the 2014 application process and are no longer required to be given. If however these are made they will have no impact on the assessment of the Application. The CM Rules specify the declarations that are required, they are:

Low Carbon Exclusions and Low Carbon Grants (Rule 3.4.7):

That either:

- The CMU is the subject of an Application for a Low Carbon Exclusion but that that this has not yet been determined and for which a Withdrawal Confirmation has been submitted (in which case the Withdrawal Confirmation should be provided); **OR**

LCE - Application made but not Determined *

By ticking this box I declare that at the time of making the Application an application for the CMU to which the Application relates has been made (but has not yet been determined) for a Low Carbon Exclusion in respect of the CMU, and a Withdrawal Confirmation has been submitted (as required by Rule 3.4.7)



LCE Withdrawal Document *

If the box above is ticked the Applicant should upload their LCE Withdrawal document

- The CMU is currently benefitting from a Low Carbon Exclusion but that this does not relate to the relevant Delivery Year (in which case a document setting out the term of the Low Carbon Exclusion should be provided); **OR**

LCE - Current Benefit but not Relevant Year *

By ticking this box I declare that at the time of making the Application the CMU to which the Application relates is currently benefitting from a Low Carbon Exclusion(as required by Rule 3.4.7)



LCE Term document or LCE Non-Support document *

If the box above is ticked the Applicant should upload their LCE Term document or LCE Non-Support document

- The CMU will not be in receipt of a Low Carbon Exclusion during the relevant Delivery Year

LCE - No Current Benefit but not Relevant Year *

By ticking this box I declare that at the time of making the Application the CMU to which the Application relates is neither accredited under, nor the subject of an application for accreditation under, a Low Carbon Exclusion, and will not be benefitting from a Low Carbon Exclusion at the commencement of, or during, the relevant Delivery Year or period of Delivery Years(as required by Rule 3.4.7)



- Finally the Applicant must declare that the Applicant has not benefited, nor will, from a Low Carbon Grant at any point during the ten years prior to the relevant Delivery Year (Rule 3.4.7) **AND** also to acknowledge that the Authority may check the CMUs Low Carbon Exclusion status following the submission of the Application.

Low Carbon Grant Status *

By ticking this box I declare that the CMU has not and will not benefit from a Low Carbon Grant either during or in the ten years prior to the Delivery Year (as required by Rule 3.4.7)



Acknowledge Low Carbon Exclusion Status *

By ticking this box I declare that the Low Carbon Exclusion and Low Carbon Grant status of the CMU may be checked by the Authority at any time following submission of the Application (as required by Rule 3.4.7).



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STOR Declarations (Rule 3.4.8)

The Applicant is required to make one of the following declarations

- **Either** that the CMU **at the time the Application is submitted** is not contracted to provide STOR during the relevant Delivery Year, **OR**
- That the CMU is currently contracted to provide STOR at the time of Application for the relevant Delivery Year but that such contract will be withdrawn from by the Applicant should the CMU successfully obtain a capacity agreement for the relevant Delivery Year.

STOR Declarations

STOR No Current contract and not the relevant year *

By ticking this box the Applicant is declaring at the time of making the Application that the CMU to which the Application relates is not the subject of a Relevant STOR Contract and will not be the subject of a Relevant STOR Contract at the commencement of, or during, the relevant Delivery Year

STOR Subject of Contract but to Withdraw *

By ticking this box the Applicant is declaring at the time of making the Application that the CMU to which the Application relates is not the subject of a Relevant STOR Contract and will not be the subject of a Relevant STOR Contract at the commencement of, or during, the relevant Delivery Year

For the avoidance of doubt the first option is for CMUs which do not have a Relevant STOR Contract, and the second option is for those who do have a Relevant STOR Contract.

Application Declaration (Rule 3.12.1)

- That the information contained and submitted in the Application is true and correct, and that the relevant declarations are true and correct; and finally that the entirety of the same has been authorized by the board of directors of the Applicant.

Declaration that Application is correct *

By ticking this box an Applicant is making the declaration required by Rule 3.12.1. Namely that the Applicant confirms that in all material respects the Application and all Additional Information and the relevant declarations made as part of the Application are true and correct and that the Application and Additional Information has been authorised by the board of directors of the Applicant

MPAN Declaration (Rule 3.4.3 (b))

- Finally, there is a Declaration in respect of the MPAN, where if the Applicant is aware that the MPAN for Meter Identifier for the CMU is also potentially included in another Application for the same capacity auction, then details of how the output of the two CMUs concerned will be separately metered should be provided.

MPAN Declaration *

If any Meter Point Administration Number specified in the Application has already been:

- (i) registered to another CMU which is a Capacity Committed CMU in respect of one or more of the same Delivery Years; or
- (ii) specified in a prior Application submitted in respect of another CMU in the same Prequalification Window,

Then please provide a declaration explaining how the two CMUs relate and how metering will separately identify the output of each of them, other wise enter "N/A"

MPAN

Finally, there are the options to *Save*, *Cancel*, or (if the person has the appropriate permission) *Submit* the Application.

3.4 Application for an Existing Interconnector CMU

Having selected the details, and clicked create, the page below will appear populated with the Application details.

The screenshot shows the National Grid Electricity Market Reform portal. The header includes the logo, the text 'Electricity Market Reform DELIVERY BODY', and a search box. The navigation menu includes 'Home', 'Capacity Market', 'Contracts for Difference', 'About EMR', 'Contact Us', and 'My EMR'. The left sidebar contains links for 'User Management', 'Companies', 'Manage Login Credentials', 'My Profile', 'Messaging', 'Capacity Market', 'My CMUs', 'My Applications / Opt-Outs', and 'Notifications'. The main content area shows the 'Application Page' selected, with tabs for 'Landing Page', 'Company and CMU Summary Page', and 'Application Page'. The details displayed are: Applicant Company: Brogden (Test) Energy Ltd; CMU: ExINT1; Auction: 2015 Four Year Ahead Capacity Market Auction (T-4). At the bottom are 'Save', 'Cancel', and 'Submit' buttons.

The *Landing Page* gives the overview of the CMU for whom the Application is to be made reflecting the choices made when initially creating the Application. Applicants should check the details carefully to ensure that they are accurate. If they are not then the application should be cancelled without saving it and recreated with the correct details selected. Should the details be correct the Applicant should proceed to review and input data on both the “Company and CMU Summary Page” and the Application Page.

Company and CMU Summary Page

The *Company and CMU Summary Page* serves three primary purposes.

1. It allows the Applicant to specify which role it is applying in; i.e. one of
 - a. Legal Owner
 - b. Despatch Controller
 - c. DSR Provider
 - d. Joint Owner.
2. It allows an Applicant to upload any of the following exhibits should they be required to be uploaded alongside the Application under the CM Rules.
 - a. Exhibit D – Applicant Declaration (required if the Application is a from a Despatch Controller)
 - b. Exhibit F – Aggregator Declaration (required if the Application is from a Despatch Controller who is also an Aggregator)

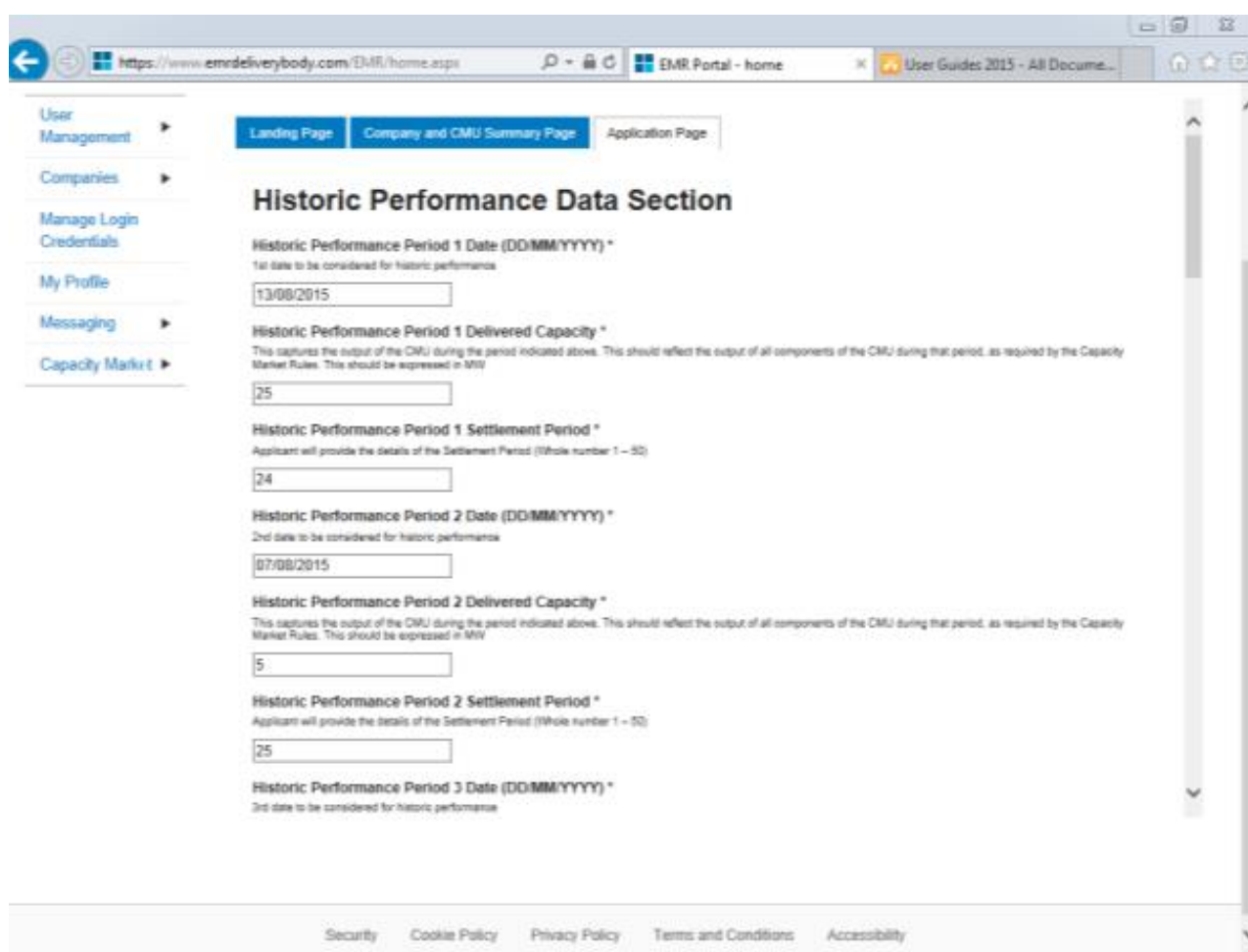
Company Applications - User Support Guide

- c. Exhibit G – Legal Owner Declaration (required if the Application is from a Despatch Controller who is also an Aggregator). Where multiple forms need to be uploaded these should be combined into a single file (e.g. a zip file) and uploaded in this field.
 - d. Joint Owner Declaration (required if the Application is in respect of a Interconnector CMU only).
3. Finally the CMU and Company Page should be used to review all of the information imported into the Application from both the Company and CMU sections of the system.

Finally, at the bottom of the page, are the self-explanatory options to *Save*, *Cancel*, *Delete* or *Submit* the Application.

Application Page

To the furthest right of the pages is the Application Page.



The screenshot shows a web browser window with the URL <https://www.emrdeliverybody.com/EMR/home.aspx>. The page is titled "EMR Portal - home" and has a navigation menu on the left with options: User Management, Companies, Manage Login Credentials, My Profile, Messaging, and Capacity Market. The main content area is titled "Historic Performance Data Section" and contains several input fields for performance data. The fields are: "Historic Performance Period 1 Date (DDMM/YYYY) *" with value "13/08/2015"; "Historic Performance Period 1 Delivered Capacity *" with value "25"; "Historic Performance Period 1 Settlement Period *" with value "24"; "Historic Performance Period 2 Date (DDMM/YYYY) *" with value "07/08/2015"; "Historic Performance Period 2 Delivered Capacity *" with value "5"; "Historic Performance Period 2 Settlement Period *" with value "25"; and "Historic Performance Period 3 Date (DDMM/YYYY) *". At the bottom of the page, there are links for Security, Cookie Policy, Privacy Policy, Terms and Conditions, and Accessibility.

The primary purposes of this page is then to allow an Applicant for an Existing Interconnector CMU to

1. Provide information of the historic performance of the Existing Interconnector CMU
2. Provide the declarations required to be made regarding Low Carbon Exclusions and STOR

Company Applications - User Support Guide

Historic Performance Data

Under Rule 3.6A.1 the requirement for Existing Interconnector CMUs to provide data for the DB to assess Historic Performance.

Applicants for an Existing Interconnector CMU must provide information about the three periods where the CMU provided its highest metered output in the previous Winter. For each data point Applicants must provide:

- a) The Date for each of the three data points
- b) The Settlement Period for each of the three data points
- c) The metered volume recorded at each data point

Declarations

Subsequently, there are listed a number of Declarations that need to be made by the Applicant. A number of these declarations are legacy ones from the 2014 application process and are no longer required to be given. If however these are made they will have no impact on the assessment of the Application. The CM Rules specify the declarations that are required, they are:

Low Carbon Exclusions and Low Carbon Grants (Rule 3.4.7):

That either:

- The CMU is the subject of an Application for a Low Carbon Exclusion but that this has not yet been determined and for which a Withdrawal Confirmation has been submitted (in which case the Withdrawal Confirmation should be provided); **OR**

LCE - Application made but not Determined *

By ticking this box I declare that at the time of making the Application an application for the CMU to which the Application relates has been made (but has not yet been determined) for a Low Carbon Exclusion in respect of the CMU, and a Withdrawal Confirmation has been submitted (as required by Rule 3.4.7)

LCE Withdrawal Document *

If the box above is ticked the Applicant should upload their LCE Withdrawal document

- The CMU is currently benefitting from a Low Carbon Exclusion but that this does not relate to the relevant Delivery Year (in which case a document setting out the term of the Low Carbon Exclusion should be provided); **OR**

LCE - Current Benefit but not Relevant Year *

By ticking this box I declare that at the time of making the Application the CMU to which the Application relates is currently benefitting from a Low Carbon Exclusion (as required by Rule 3.4.7)

LCE Term document or LCE Non-Support document *

If the box above is ticked the Applicant should upload their LCE Term document or LCE Non-Support document

- The CMU will not be in receipt of a Low Carbon Exclusion during the relevant Delivery Year

LCE - No Current Benefit but not Relevant Year *

By ticking this box I declare that at the time of making the Application the CMU to which the Application relates is neither accredited under, nor the subject of an application for accreditation under, a Low Carbon Exclusion, and will not be benefitting from a Low Carbon Exclusion at the commencement of, or during, the relevant Delivery Year or period of Delivery Years (as required by Rule 3.4.7)

- Finally the Applicant must declare that the Applicant has not benefited, nor will, from a Low Carbon Grant at any point during the ten years prior to the relevant Delivery Year (Rule 3.4.7) **AND** also to acknowledge that the Authority may check the CMUs Low Carbon Exclusion status following the submission of the Application.

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Low Carbon Grant Status *

By ticking this box I declare that the CMU has not and will not benefit from a Low Carbon Grant either during or in the ten years prior to the Delivery Year (as required by Rule 3.4.7)



Acknowledge Low Carbon Exclusion Status *

By ticking this box I declare that the Low Carbon Exclusion and Low Carbon Grant status of the CMU may be checked by the Authority at any time following submission of the Application (as required by Rule 3.4.7).



STOR Declarations (Rule 3.4.8)

The Applicant is required to make one of the following declarations

- **Either** that the CMU not **at the time the Application is submitted** is not contracted to provide STOR during the relevant Delivery Year, **OR**
- That the CMU is currently contracted to provide STOR at the time of Application for the relevant Delivery Year but that such contract will be withdrawn from by the Applicant should the CMU successfully obtain a capacity agreement for the relevant Delivery Year.

STOR Declarations

STOR No Current contract and not the relevant year *

By ticking this box the Applicant is declaring at the time of making the Application that the CMU to which the Application relates is not the subject of a Relevant STOR Contract and will not be the subject of a Relevant STOR Contract at the commencement of, or during, the relevant Delivery Year



STOR Subject of Contract but to Withdraw *

By ticking this box the Applicant is declaring at the time of making the Application that the CMU to which the Application relates is not the subject of a Relevant STOR Contract and will not be the subject of a Relevant STOR Contract at the commencement of, or during, the relevant Delivery Year



For the avoidance of doubt the first option is for CMUs which do not have a Relevant STOR Contract, and the second option is for those who do have a Relevant STOR Contract

Application Declaration (Rule 3.12.1)

- That the information contained and submitted in the Application is true and correct, and that the relevant declarations are true and correct; and finally that the entirety of the same has been authorized by the board of directors of the Applicant.

Declaration that Application is correct *

By ticking this box an Applicant is making the declaration required by Rule 3.12.1. Namely that the Applicant confirms that in all material respects the Application and all Additional Information and the relevant declarations made as part of the Application are true and correct and that the Application and Additional Information has been authorised by the board of directors of the Applicant



MPAN Declaration (Rule 3.4.3 (b))

- Finally, there is a Declaration in respect of the MPAN, where if the Applicant is aware that the MPAN for Meter Identifier for the CMU is also potentially included in another Application for the same capacity auction, then details of how the output of the two CMUs concerned will be separately metered should be provided.

MPAN Declaration *

If any Meter Point Administration Number specified in the Application has already been:
(i) registered to another CMU which is a Capacity Committed CMU in respect of one or more of the same Delivery Years; or
(ii) specified in a prior Application submitted in respect of another CMU in the same Prequalification Window,
Then please provide a declaration explaining how the two CMUs relate and how metering will separately identify the output of each of them, other wise enter "N/A"

MPAN

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Finally, there are the options to *Save*, *Cancel*, or (if the person has the appropriate permission) *Submit* the Application.

3.5 Application for a New Build Generating CMU

Having selected the details, and clicked create, the page below will appear populated with the Application details.

The screenshot shows the National Grid Electricity Market Reform application interface. The page is titled "Electricity Market Reform" and "DELIVERY BODY". The navigation menu includes "Home", "Capacity Market", "Contracts for Difference", "About EMR", "Contact Us", and "My EMR". The "My EMR" section is active, showing a sidebar with "User Management", "Companies", "Manage Login Credentials", "My Profile", "Messaging", and "Capacity Market". The main content area has three tabs: "Landing Page", "Company and CMU Summary Page", and "Application Page". The "Company and CMU Summary Page" is active, showing details for "Applicant Company" (Brogden (Test) Energy Ltd), "CMU" (ExNew1), and "Auction" (2015 Four Year Ahead Capacity Market Auction (T-4)). There are "Save", "Cancel", and "Submit" buttons at the bottom.

The *Landing Page* gives the overview of the CMU for whom the Application is to be made reflecting the choices made when initially creating the Application. Applicants should check the details carefully to ensure that they are accurate. If they are not then the application should be cancelled without saving it and recreated with the correct details selected. Should the details be correct the Applicant should proceed to review and input data on both the “Company and CMU Summary Page” and the Application Page.

Company and CMU Summary Page

The *Company and CMU Summary Page* serves three primary purposes.

1. It allows the Applicant to specify which role it is applying in; i.e. one of
 - a. Legal Owner
 - b. Despatch Controller
 - c. DSR Provider
 - d. Joint Owner.
2. It allows an Applicant to upload any of the following exhibits should they be required to be uploaded alongside the Application under the CM Rules.
 - a. Exhibit D – Applicant Declaration (required if the Application is from a Despatch Controller)
 - b. Exhibit F – Aggregator Declaration (required if the Application is from a Despatch Controller who is also an Aggregator)

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- c. Exhibit G – Legal Owner Declaration (required if the Application is from a Despatch Controller who is also an Aggregator). Where multiple forms need to be uploaded these should be combined into a single file (e.g. a zip file) and uploaded in this field.
- d. Joint Owner Declaration (required if the Application is in respect of a Interconnector CMU only).

3. Finally the CMU and Company Page should be used to review all of the information imported into the Application from both the Company and CMU sections of the system.

Finally, at the bottom of the page, are the self-explanatory options to *Save*, *Cancel*, *Delete* or *Submit* the Application.

Application Page

To the furthest right of the pages is the Application Page.

The screenshot shows a web browser window with the URL <https://www.emrdeliverybody.com/EMR/My-Applications-Opt->. The page header includes the National Grid logo and 'Electricity Market Reform DELIVERY BODY'. A search bar and user name 'mark.duffield3' are visible. The navigation menu includes 'Home', 'Capacity Market', 'Contracts for Difference', 'About EMR', 'Contact Us', and 'My EMR'. The left sidebar contains links for 'User Management', 'Companies', 'Manage Login Credentials', 'My Profile', 'Messaging', and 'Capacity Market'. The main content area has three tabs: 'Landing Page', 'Company and CMU Summary Page', and 'Application Page'. The 'Application Page' is active, showing sections for 'Solvency', 'Low Carbon Exclusions and Low Carbon Grants', and 'Low Carbon Grant Status'. Each section includes a declaration text and a checkbox for the user to tick.

The primary purposes of this page is then to allow an Applicant for New Build Generating CMU to provide the declarations required to be made regarding Low Carbon Exclusions and STOR

Declarations

There are listed a number of Declarations that need to be made by the Applicant. A number of these declarations are legacy ones from the 2014 application process and are no longer required

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to be given. If however these are made they will have no impact on the assessment of the Application. The CM Rules specify the declarations that are required, they are:

Low Carbon Exclusions and Low Carbon Grants (Rule 3.4.7):

That either:

- The CMU is the subject of an Application for a Low Carbon Exclusion but that this has not yet been determined and for which a Withdrawal Confirmation has been submitted (in which case the Withdrawal Confirmation should be provided); **OR**

LCE - Application made but not Determined *

By ticking this box I declare that at the time of making the Application an application for the CMU to which the Application relates has been made (but has not yet been determined) for a Low Carbon Exclusion in respect of the CMU, and a Withdrawal Confirmation has been submitted (as required by Rule 3.4.7)



LCE Withdrawal Document *

If the box above is ticked the Applicant should upload their LCE Withdrawal document

- The CMU is currently benefitting from a Low Carbon Exclusion but that this does not relate to the relevant Delivery Year (in which case a document setting out the term of the Low Carbon Exclusion should be provided); **OR**

LCE - Current Benefit but not Relevant Year *

By ticking this box I declare that at the time of making the Application the CMU to which the Application relates is currently benefitting from a Low Carbon Exclusion (as required by Rule 3.4.7)



LCE Term document or LCE Non-Support document *

If the box above is ticked the Applicant should upload their LCE Term document or LCE Non-Support document

- The CMU will not be in receipt of a Low Carbon Exclusion during the relevant Delivery Year

LCE - No Current Benefit but not Relevant Year *

By ticking this box I declare that at the time of making the Application the CMU to which the Application relates is neither accredited under, nor the subject of an application for accreditation under, a Low Carbon Exclusion, and will not be benefitting from a Low Carbon Exclusion at the commencement of, or during, the relevant Delivery Year or period of Delivery Years (as required by Rule 3.4.7)



- Finally the Applicant must declare that the Applicant has not benefited, nor will, from a Low Carbon Grant at any point during the ten years prior to the relevant Delivery Year (Rule 3.4.7) **AND** also to acknowledge that the Authority may check the CMUs Low Carbon Exclusion status following the submission of the Application.

Low Carbon Grant Status *

By ticking this box I declare that the CMU has not and will not benefit from a Low Carbon Grant either during or in the ten years prior to the Delivery Year (as required by Rule 3.4.7)



Acknowledge Low Carbon Exclusion Status *

By ticking this box I declare that the Low Carbon Exclusion and Low Carbon Grant status of the CMU may be checked by the Authority at any time following submission of the Application (as required by Rule 3.4.7).



STOR Declarations (Rule 3.4.8)

The Applicant is required to make one of the following declarations

- **Either** that the CMU not **at the time the Application is submitted** is not contracted to provide STOR during the relevant Delivery Year, **OR**
- That the CMU is currently contracted to provide STOR at the time of Application for the relevant Delivery Year but that such contract will be withdrawn from by the Applicant should the CMU successfully obtain a capacity agreement for the relevant Delivery Year.

STOR Declarations

STOR No Current contract and not the relevant year *

By ticking this box the Applicant is declaring at the time of making the Application that the CMU to which the Application relates is not the subject of a Relevant STOR Contract and will not be the subject of a Relevant STOR Contract at the commencement of, or during, the relevant Delivery Year

STOR Subject of Contract but to Withdraw *

By ticking this box the Applicant is declaring at the time of making the Application that the CMU to which the Application relates is not the subject of a Relevant STOR Contract and will not be the subject of a Relevant STOR Contract at the commencement of, or during, the relevant Delivery Year

For the avoidance of doubt the first option is for CMUs which do not have a Relevant STOR Contract, and the second option is for those who do have a Relevant STOR Contract.

Application Declaration (Rule 3.12.1)

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MPAN Declaration (Rule 3.4.3 (b))

- Finally, there is a Declaration in respect of the MPAN, where if the Applicant is aware that the MPAN for Meter Identifier for the CMU is also potentially included in another Application for the same capacity auction, then details of how the output of the two CMUs concerned will be separately metered should be provided.

MPAN Declaration *

If any Meter Point Administration Number specified in the Application has already been:
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(ii) specified in a prior Application submitted in respect of another CMU in the same Prequalification Window,
Then please provide a declaration explaining how the two CMUs relate and how metering will separately identify the output of each of them, other wise enter "N/A"

MPAN

Finally, there are the options to *Save*, *Cancel*, or (if the person has the appropriate permission) *Submit* the Application.

3.6 Application for an New Build Interconnector CMU

Having selected the details, and clicked create, the page below will appear populated with the Application details.

nationalgrid | Electricity Market Reform
DELIVERY BODY

Search this site

Home Capacity Market Contracts for Difference About EMR Contact Us My EMR

User Management ▶
Companies ▶
Manage Login Credentials
My Profile
Messaging ▶
Capacity Market ▶

Landing Page Company and CMU Summary Page Application Page

Applicant Company
Brogden (Test) Energy Ltd

CMU
EXNBIN
Example New Build Interconnector

Auction
2015 Four Year Ahead Capacity Market Auction (T-4)

Save Cancel Submit

The *Landing Page* gives the overview of the CMU for whom the Application is to be made reflecting the choices made when initially creating the Application. Applicants should check the details carefully to ensure that they are accurate. If they are not then the application should be cancelled without saving it and recreated with the correct details selected. Should the details be correct the Applicant should proceed to review and input data on both the “Company and CMU Summary Page” and the Application Page.

Company and CMU Summary Page

The *Company and CMU Summary Page* serves three primary purposes.

1. It allows the Applicant to specify which role it is applying in; i.e. one of
 - a. Legal Owner
 - b. Despatch Controller
 - c. DSR Provider
 - d. Joint Owner.
2. It allows an Applicant to upload any of the following exhibits should they be required to be uploaded alongside the Application under the CM Rules.
 - a. Exhibit D – Applicant Declaration (required if the Application is from a Despatch Controller)
 - b. Exhibit F – Aggregator Declaration (required if the Application is from a Despatch Controller who is also an Aggregator)

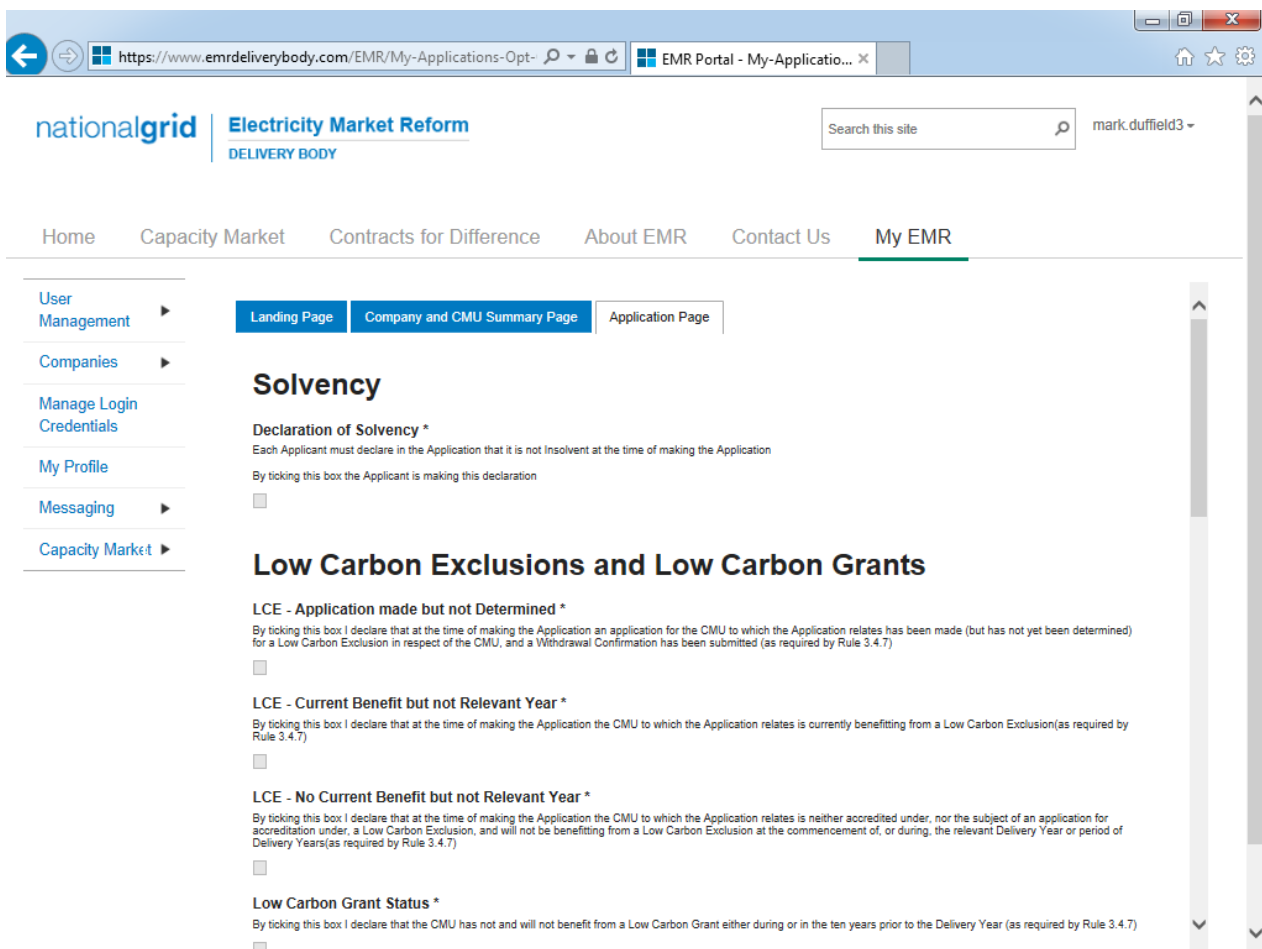
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- c. Exhibit G – Legal Owner Declaration (required if the Application is from a Despatch Controller who is also an Aggregator). Where multiple forms need to be uploaded these should be combined into a single file (e.g. a zip file) and uploaded in this field.
 - d. Joint Owner Declaration (required if the Application is in respect of a Interconnector CMU only).
3. Finally the CMU and Company Page should be used to review all of the information imported into the Application from both the Company and CMU sections of the system.

Finally, at the bottom of the page, are the self-explanatory options to *Save*, *Cancel*, *Delete* or *Submit* the Application.

Application Page

To the furthest right of the pages is the Application Page.



The screenshot shows a web browser window with the URL <https://www.emrdeliverybody.com/EMR/My-Applications-Opt->. The page header includes the National Grid logo and 'Electricity Market Reform DELIVERY BODY'. A search bar and user name 'mark.duffield3' are visible. The navigation menu includes 'Home', 'Capacity Market', 'Contracts for Difference', 'About EMR', 'Contact Us', and 'My EMR'. The left sidebar contains links for 'User Management', 'Companies', 'Manage Login Credentials', 'My Profile', 'Messaging', and 'Capacity Market'. The main content area has three tabs: 'Landing Page', 'Company and CMU Summary Page', and 'Application Page'. The 'Application Page' is active, showing sections for 'Solvency', 'Low Carbon Exclusions and Low Carbon Grants', and 'Low Carbon Grant Status'. Each section includes a declaration text and a checkbox for confirmation.

The primary purposes of this page is then to allow an Applicant for New Build Interconnector CMU to provide the declarations required to be made regarding Low Carbon Exclusions and STOR

Declarations

There are listed a number of Declarations that need to be made by the Applicant. A number of these declarations are legacy ones from the 2014 application process and are no longer required

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to be given. If however these are made they will have no impact on the assessment of the Application. The CM Rules specify the declarations that are required, they are:

Low Carbon Exclusions and Low Carbon Grants (Rule 3.4.7):

That either:

- The CMU is the subject of an Application for a Low Carbon Exclusion but that this has not yet been determined and for which a Withdrawal Confirmation has been submitted (in which case the Withdrawal Confirmation should be provided); **OR**

LCE - Application made but not Determined *

By ticking this box I declare that at the time of making the Application an application for the CMU to which the Application relates has been made (but has not yet been determined) for a Low Carbon Exclusion in respect of the CMU, and a Withdrawal Confirmation has been submitted (as required by Rule 3.4.7)



LCE Withdrawal Document *

If the box above is ticked the Applicant should upload their LCE Withdrawal document

- The CMU is currently benefitting from a Low Carbon Exclusion but that this does not relate to the relevant Delivery Year (in which case a document setting out the term of the Low Carbon Exclusion should be provided); **OR**

LCE - Current Benefit but not Relevant Year *

By ticking this box I declare that at the time of making the Application the CMU to which the Application relates is currently benefitting from a Low Carbon Exclusion (as required by Rule 3.4.7)



LCE Term document or LCE Non-Support document *

If the box above is ticked the Applicant should upload their LCE Term document or LCE Non-Support document

- The CMU will not be in receipt of a Low Carbon Exclusion during the relevant Delivery Year

LCE - No Current Benefit but not Relevant Year *

By ticking this box I declare that at the time of making the Application the CMU to which the Application relates is neither accredited under, nor the subject of an application for accreditation under, a Low Carbon Exclusion, and will not be benefitting from a Low Carbon Exclusion at the commencement of, or during, the relevant Delivery Year or period of Delivery Years (as required by Rule 3.4.7)



- Finally the Applicant must declare that the Applicant has not benefited, nor will, from a Low Carbon Grant at any point during the ten years prior to the relevant Delivery Year (Rule 3.4.7) **AND** also to acknowledge that the Authority may check the CMUs Low Carbon Exclusion status following the submission of the Application.

Low Carbon Grant Status *

By ticking this box I declare that the CMU has not and will not benefit from a Low Carbon Grant either during or in the ten years prior to the Delivery Year (as required by Rule 3.4.7)



Acknowledge Low Carbon Exclusion Status *

By ticking this box I declare that the Low Carbon Exclusion and Low Carbon Grant status of the CMU may be checked by the Authority at any time following submission of the Application (as required by Rule 3.4.7).



STOR Declarations (Rule 3.4.8)

The Applicant is required to make one of the following declarations

- **Either** that the CMU not **at the time the Application is submitted** is not contracted to provide STOR during the relevant Delivery Year, **OR**
- That the CMU is currently contracted to provide STOR at the time of Application for the relevant Delivery Year but that such contract will be withdrawn from by the Applicant should the CMU successfully obtain a capacity agreement for the relevant Delivery Year.

STOR Declarations

STOR No Current contract and not the relevant year *

By ticking this box the Applicant is declaring at the time of making the Application that the CMU to which the Application relates is not the subject of a Relevant STOR Contract and will not be the subject of a Relevant STOR Contract at the commencement of, or during, the relevant Delivery Year



STOR Subject of Contract but to Withdraw *

By ticking this box the Applicant is declaring at the time of making the Application that the CMU to which the Application relates is not the subject of a Relevant STOR Contract and will not be the subject of a Relevant STOR Contract at the commencement of, or during, the relevant Delivery Year



For the avoidance of doubt the first option is for CMUs which do not have a Relevant STOR Contract, and the second option is for those who do have a Relevant STOR Contract.

Application Declaration (Rule 3.12.1)

- That the information contained and submitted in the Application is true and correct, and that the relevant declarations are true and correct; and finally that the entirety of the same has been authorized by the board of directors of the Applicant.

Declaration that Application is correct *

By ticking this box an Applicant is making the declaration required by Rule 3.12.1. Namely that the Applicant confirms that in all material respects the Application and all Additional Information and the relevant declarations made as part of the Application are true and correct and that the Application and Additional Information has been authorised by the board of directors of the Applicant



MPAN Declaration (Rule 3.4.3 (b))

- Finally, there is a Declaration in respect of the MPAN, where if the Applicant is aware that the MPAN for Meter Identifier for the CMU is also potentially included in another Application for the same capacity auction, then details of how the output of the two CMUs concerned will be separately metered should be provided.

MPAN Declaration *

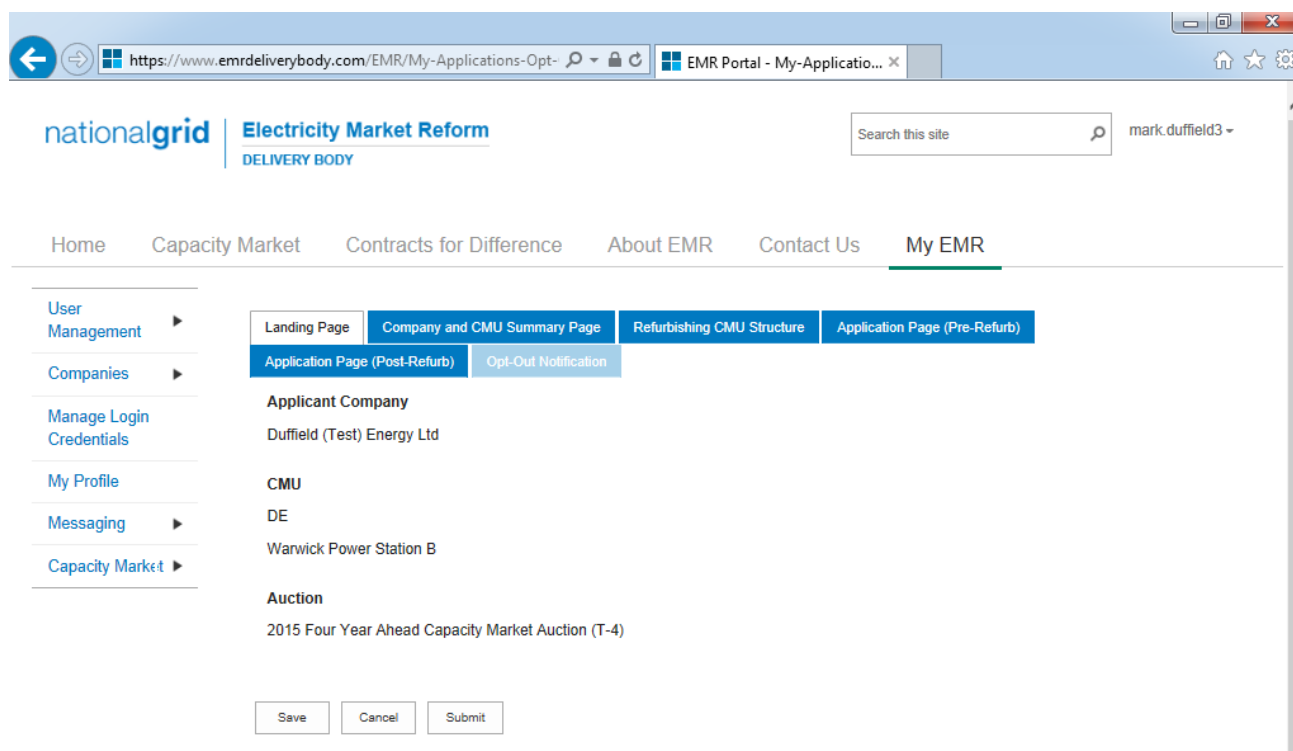
If any Meter Point Administration Number specified in the Application has already been:
(i) registered to another CMU which is a Capacity Committed CMU in respect of one or more of the same Delivery Years; or
(ii) specified in a prior Application submitted in respect of another CMU in the same Prequalification Window,
Then please provide a declaration explaining how the two CMUs relate and how metering will separately identify the output of each of them, other wise enter "N/A"

MPAN

Finally, there are the options to *Save*, *Cancel*, or (if the person has the appropriate permission) *Submit* the Application.

3.7 Application for an Refurbishing Generating CMU

Having selected the details, and clicked create, the page below will appear populated with the Application details.



The *Landing Page* gives the overview of the CMU for whom the Application is to be made reflecting the choices made when initially creating the Application. Applicants should check the details carefully to ensure that they are accurate. If they are not then the application should be cancelled without saving it and recreated with the correct details selected. Should the details be correct the Applicant should proceed to review and input data on the remaining pages.

There are six pages relevant to an Application for a Refurbishing Generating CMU

- Landing Page
- Company and CMU Summary Page
- Refurbishing CMU Structure
- Application Page (Pre-Refurb)
- Application Page (Post-Refurb)
- Opt-Out Notification

Company and CMU Summary Page

The *Company and CMU Summary Page* serves three primary purposes.

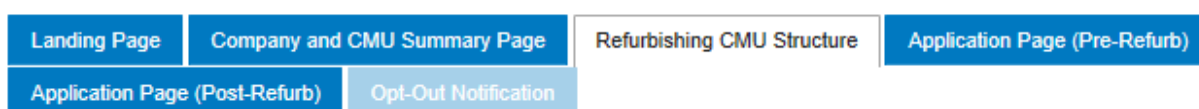
1. It allows the Applicant to specify which role it is applying in; i.e. one of
 - a. Legal Owner
 - b. Despatch Controller
 - c. DSR Provider
 - d. Joint Owner.

2. It allows an Applicant to upload any of the following exhibits should they be required to be uploaded alongside the Application under the CM Rules.
 - a. Exhibit D – Applicant Declaration (required if the Application is from a Despatch Controller)
 - b. Exhibit F – Aggregator Declaration (required if the Application is from a Despatch Controller who is also an Aggregator)
 - c. Exhibit G – Legal Owner Declaration (required if the Application is from a Despatch Controller who is also an Aggregator). Where multiple forms need to be uploaded these should be combined into a single file (e.g. a zip file) and uploaded in this field.
 - d. Joint Owner Declaration (required if the Application is in respect of a Interconnector CMU only).
3. Finally the CMU and Company Page should be used to review all of the information imported into the Application from both the Company and CMU sections of the system.

At the bottom of the page, are the self-explanatory options to *Save*, *Cancel*, *Delete* or *Submit* the Application.

Refurbishing CMU Structure

An Applicant for a Refurbishing Generating CMU may elect to either submit an Application for both the Pre-Refurbishment form of the CMU and the Post-Refurbishment form of the CMU, or as an alternative it may elect to submit an Application only for the Post-Refurbishment form of the CMU and then submit an Opt-Out Notification for the Pre-Refurbishment form. This page should be used by the Applicant to indicate which option the Applicant wishes to take forward.



Pre-Refurbishment Opt-Out

Do you wish to Opt-out the Pre-Refurbishment element of this CMU? *

Yes No

Where an Applicant is applying for a CMU is not a Mandatory CMU, and wishes only to enter the Post-Refurbishing form of the CMU then the Applicant should “opt-out” the Pre-Refurbishment form of the CMU using this functionality.

Application Page (Pre-Refurb)

Continuing to navigate the Application pages the next is the Application Page (Pre-Refurb). This page will only be active and be required to be completed if the Applicant has selected to not Opt-Out the Pre-Refurbishment form of the CMU.

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The screenshot shows a web browser window with the URL <https://www.emrdeliverybody.com/EMR/My-Applications-Opt->. The page has a navigation menu with links for Home, Capacity Market, Contracts for Difference, About EMR, Contact Us, and My EMR. A sidebar on the left contains links for User Management, Companies, Manage Login Credentials, My Profile, Messaging, and Capacity Market. The main content area is titled "Historic Performance Data Section" and contains several form fields:

- Historic Performance Period 1 Date (DD/MM/YYYY) ***: 1st date to be considered for historic performance. Input: 01/07/2015
- Historic Performance Period 1 Delivered Capacity ***: This captures the output of the CMU during the period indicated above. This should reflect the output of all components of the CMU during that period, as required by the Capacity Market Rules. This should be expressed in MW. Input: 99
- Historic Performance Period 1 Settlement Period ***: Applicant will provide the details of the Settlement Period (Whole number 1 – 50). Input: 35
- Historic Performance Period 2 Date (DD/MM/YYYY) ***: 2nd date to be considered for historic performance. Input: 01/07/2015
- Historic Performance Period 2 Delivered Capacity ***: This captures the output of the CMU during the period indicated above. This should reflect the output of all components of the CMU during that period, as required by the Capacity Market Rules. This should be expressed in MW. Input: 99
- Historic Performance Period 2 Settlement Period ***: Applicant will provide the details of the Settlement Period (Whole number 1 – 50).

At the bottom of the page, there are links for Security, Cookie Policy, Privacy Policy, Terms and Conditions, and Accessibility.

The primary purposes of this page is then to allow an Applicant for a Refurbishing Generating CMU to

1. Provide information of the historic performance of the Pre-Refurbishment form of the CMU
2. Provide the declarations required to be made regarding Low Carbon Exclusions and STOR

Historic Performance Data

Under Rule 3.8.2 (a) the requirement for the data on the Pre-Refurbishment form of the CMU for the DB to assess Historic Performance.

Applicants for a Refurbishing Generating CMU must provide information about the three periods where the Pre-Refurbishment form of the CMU provided its highest metered output in the previous two years. The two year period ending on the date one month prior to the start of the Prequalification Window. For each data point Applicants must provide:

- a) The Date for each of the three data points
- b) The Settlement Period for each of the three data points
- c) The metered volume recorded at each data point

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Declarations

Subsequently, there are listed a number of Declarations that need to be made by the Applicant. A number of these declarations are legacy ones from the 2014 application process and are no longer required to be given. If however these are made they will have no impact on the assessment of the Application. The CM Rules specify the declarations that are required, they are:

Low Carbon Exclusions and Low Carbon Grants (Rule 3.4.7):

That either:

- The CMU is the subject of an Application for a Low Carbon Exclusion but that this has not yet been determined and for which a Withdrawal Confirmation has been submitted (in which case the Withdrawal Confirmation should be provided); **OR**

LCE - Application made but not Determined *

By ticking this box I declare that at the time of making the Application an application for the CMU to which the Application relates has been made (but has not yet been determined) for a Low Carbon Exclusion in respect of the CMU, and a Withdrawal Confirmation has been submitted (as required by Rule 3.4.7)



LCE Withdrawal Document *

If the box above is ticked the Applicant should upload their LCE Withdrawal document

- The CMU is currently benefitting from a Low Carbon Exclusion but that this does not relate to the relevant Delivery Year (in which case a document setting out the term of the Low Carbon Exclusion should be provided); **OR**

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LCE Term document or LCE Non-Support document *

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- Finally the Applicant must declare that the Applicant has not benefited, nor will, from a Low Carbon Grant at any point during the ten years prior to the relevant Delivery Year (Rule 3.4.7) **AND** also to acknowledge that the Authority may check the CMUs Low Carbon Exclusion status following the submission of the Application.

Low Carbon Grant Status *

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Acknowledge Low Carbon Exclusion Status *

By ticking this box I declare that the Low Carbon Exclusion and Low Carbon Grant status of the CMU may be checked by the Authority at any time following submission of the Application (as required by Rule 3.4.7).



STOR Declarations (Rule 3.4.8)

The Applicant is required to make one of the following declarations

- **Either** that the CMU not **at the time the Application is submitted** is not contracted to provide STOR during the relevant Delivery Year, **OR**

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- That the CMU is currently contracted to provide STYOR at the time of Application for the relevant Delivery Year but that such contract will be withdrawn from by the Applicant should the CMU successfully obtain a capacity agreement for the relevant Delivery Year.

STOR Declarations

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- Finally, there is a Declaration in respect of the MPAN, where if the Applicant is aware that the MPAN for Meter Identifier for the CMU is also potentially included in another Application for the same capacity auction, then details of how the output of the two CMUs concerned will be separately metered should be provided.

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Then please provide a declaration explaining how the two CMUs relate and how metering will separately identify the output of each of them, other wise enter "N/A"

MPAN

Finally, there are the options to Save, Cancel, or (if the person has the appropriate permission) Submit the Application.

Company and CMU Summary Page

The *Company and CMU Summary Page* serves three primary purposes.

4. It allows the Applicant to specify which role it is applying in; i.e. one of
 - a. Legal Owner
 - b. Despatch Controller
 - c. DSR Provider
 - d. Joint Owner.
5. It allows an Applicant to upload any of the following exhibits should they be required to be uploaded alongside the Application under the CM Rules.
 - a. Exhibit D – Applicant Declaration (required if the Application is a from a Despatch Controller)

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- b. Exhibit F – Aggregator Declaration (required if the Application is from a Despatch Controller who is also an Aggregator)
- c. Exhibit G – Legal Owner Declaration (required if the Application is from a Despatch Controller who is also an Aggregator). Where multiple forms need to be uploaded these should be combined into a single file (e.g. a zip file) and uploaded in this field.
- d. Joint Owner Declaration (required if the Application is in respect of a Interconnector CMU only).

6. Finally the CMU and Company Page should be used to review all of the information imported into the Application from both the Company and CMU sections of the system.

Finally, at the bottom of the page, are the self-explanatory options to *Save*, *Cancel*, *Delete* or *Submit* the Application.

Application Page (Post-Refurb)

Continuing to navigate the Application pages the next is the Application Page (Post-Refurb).

The screenshot shows a web browser window with the URL <https://www.emrdeliverybody.com/EMR/My-Applications-Opt->. The page title is "EMR Portal - My-Applicatio...". The navigation menu includes Home, Capacity Market, Contracts for Difference, About EMR, Contact Us, and My EMR. The left sidebar contains links for User Management, Companies, Manage Login Credentials, My Profile, Messaging, and Capacity Market. The main content area shows the "Application Page (Post-Refurb)" section, which includes a "Solvency" declaration, "Low Carbon Exclusions and Low Carbon Grants" section, and a "Low Carbon Grant Status" section. The "Solvency" section has a checked checkbox. The "Low Carbon Exclusions and Low Carbon Grants" section has three sub-sections: "LCE - Application made but not Determined" (unchecked), "LCE - Current Benefit but not Relevant Year" (unchecked), and "LCE - No Current Benefit but not Relevant Year" (checked). The footer contains links for Security, Cookie Policy, Privacy Policy, Terms and Conditions, and Accessibility.

The purpose of this page is to allow the Applicant to provide the declarations required to be made regarding Low Carbon Exclusions and STOR relating to the Post-Refurbishment form of the Refurbishing CMU.

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Declarations

There are listed a number of Declarations that need to be made by the Applicant. A number of these declarations are legacy ones from the 2014 application process and are no longer required to be given. If however these are made they will have no impact on the assessment of the Application. The CM Rules specify the declarations that are required, they are:

Low Carbon Exclusions and Low Carbon Grants (Rule 3.4.7):

That either:

- The CMU is the subject of an Application for a Low Carbon Exclusion but that that this has not yet been determined and for which a Withdrawal Confirmation has been submitted (in which case the Withdrawal Confirmation should be provided); **OR**

LCE - Application made but not Determined *

By ticking this box I declare that at the time of making the Application an application for the CMU to which the Application relates has been made (but has not yet been determined) for a Low Carbon Exclusion in respect of the CMU, and a Withdrawal Confirmation has been submitted (as required by Rule 3.4.7)



LCE Withdrawal Document *

If the box above is ticked the Applicant should upload their LCE Withdrawal document

- The CMU is currently benefitting from a Low Carbon Exclusion but that this does not relate to the relevant Delivery Year (in which case a document setting out the term of the Low Carbon Exclusion should be provided); **OR**

LCE - Current Benefit but not Relevant Year *

By ticking this box I declare that at the time of making the Application the CMU to which the Application relates is currently benefitting from a Low Carbon Exclusion(as required by Rule 3.4.7)



LCE Term document or LCE Non-Support document *

If the box above is ticked the Applicant should upload their LCE Term document or LCE Non-Support document

- The CMU will not be in receipt of a Low Carbon Exclusion during the relevant Delivery Year

LCE - No Current Benefit but not Relevant Year *

By ticking this box I declare that at the time of making the Application the CMU to which the Application relates is neither accredited under, nor the subject of an application for accreditation under, a Low Carbon Exclusion, and will not be benefitting from a Low Carbon Exclusion at the commencement of, or during, the relevant Delivery Year or period of Delivery Years(as required by Rule 3.4.7)



- Finally the Applicant must declare that the Applicant has not benefited, nor will, from a Low Carbon Grant at any point during the ten years prior to the relevant Delivery Year (Rule 3.4.7) **AND** also to acknowledge that the Authority may check the CMUs Low Carbon Exclusion status following the submission of the Application.

Low Carbon Grant Status *

By ticking this box I declare that the CMU has not and will not benefit from a Low Carbon Grant either during or in the ten years prior to the Delivery Year (as required by Rule 3.4.7)



Acknowledge Low Carbon Exclusion Status *

By ticking this box I declare that the Low Carbon Exclusion and Low Carbon Grant status of the CMU may be checked by the Authority at any time following submission of the Application (as required by Rule 3.4.7).



STOR Declarations (Rule 3.4.8)

The Applicant is required to make one of the following declarations

- **Either** that the CMU not **at the time the Application is submitted** is not contracted to provide STOR during the relevant Delivery Year, **OR**

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- That the CMU is currently contracted to provide STYOR at the time of Application for the relevant Delivery Year but that such contract will be withdrawn from by the Applicant should the CMU successfully obtain a capacity agreement for the relevant Delivery Year.

STOR Declarations

STOR No Current contract and not the relevant year *

By ticking this box the Applicant is declaring at the time of making the Application that the CMU to which the Application relates is not the subject of a Relevant STOR Contract and will not be the subject of a Relevant STOR Contract at the commencement of, or during, the relevant Delivery Year



STOR Subject of Contract but to Withdraw *

By ticking this box the Applicant is declaring at the time of making the Application that the CMU to which the Application relates is not the subject of a Relevant STOR Contract and will not be the subject of a Relevant STOR Contract at the commencement of, or during, the relevant Delivery Year



For the avoidance of doubt the first option is for CMUs which do not have a Relevant STOR Contract, and the second option is for those who do have a Relevant STOR Contract.

Application Declaration (Rule 3.12.1)

- That the information contained and submitted in the Application is true and correct, and that the relevant declarations are true and correct; and finally that the entirety of the same has been authorized by the board of directors of the Applicant.

Declaration that Application is correct *

By ticking this box an Applicant is making the declaration required by Rule 3.12.1. Namely that the Applicant confirms that in all material respects the Application and all Additional Information and the relevant declarations made as part of the Application are true and correct and that the Application and Additional Information has been authorised by the board of directors of the Applicant



MPAN Declaration (Rule 3.4.3 (b))

- Finally, there is a Declaration in respect of the MPAN, where if the Applicant is aware that the MPAN for Meter Identifier for the CMU is also potentially included in another Application for the same capacity auction, then details of how the output of the two CMUs concerned will be separately metered should be provided.

MPAN Declaration *

If any Meter Point Administration Number specified in the Application has already been:

(i) registered to another CMU which is a Capacity Committed CMU in respect of one or more of the same Delivery Years; or

(ii) specified in a prior Application submitted in respect of another CMU in the same Prequalification Window,

Then please provide a declaration explaining how the two CMUs relate and how metering will separately identify the output of each of them, other wise enter "N/A"

MPAN

Finally, there are the options to *Save*, *Cancel*, or (if the person has the appropriate permission) *Submit* the Application.

Opt-Out Notification

The final page relevant to a Refurbishing Generating CMU is the Opt-Out Notification page. This page will only be active if the Applicant has chosen to Opt-Out the Pre-Refurbishment element of the Refurbishing Generating CMU.

The Applicant will be asked to provide the relevant information about the Opt-Out notification:

- The reason for the Opt-Out Notification selected from a drop-down list
- A summary of the reasons why the Opt-Out statement is being given
- The Delivery Year for which the Opt-Out Notification is being provided

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Capacity Market

Landing Page Company and CMU Summary Page Refurbishing CMU Structure Application Page (Pre-Refurb)
Application Page (Post-Refurb) Opt-Out Notification

Opt-out Information

Opt Out Reason *
Please Select the relevant Opt-out reason from the list
Closed down, decommissioned or otherwise non-operational by the start of the relevant...

Please provide a summary of the reasons for the Opt-out Reason given above *

Delivery Year *
Please enter the Delivery Year to which the Opt-Out Notification relates
2019

Opt-Out Declarations

An additional declaration is also required to be given for the Opt-Out Declaration which is one confirming that the Opt-out statement is correct.

Declaration that Opt-out Notification is correct *

By ticking this box a person making the opt-out notification is making the declaration required by Rule 3.11.5. Namely that the person confirms that in all material respects the Opt-out Notification and all Additional Information and the relevant declarations made as part of the Opt-out Notification are true and correct and that the Opt-out Notification and Additional Information has been authorised by the board of directors of the person



Further declarations on the page are also visible. These are legacy declarations remaining from the design of the system from 2014. However these are not required to be given in 2016 Applications. If they are completed they will have no bearing on the assessment of any Application submitted with them completed.

3.8 Application for a Refurbishing Interconnector CMU

Applications for a Refurbishing Interconnector CMU follow the exact same structure a Refurbishing Generating CMU. Applicants for a Refurbishing Interconnector CMU should follow the guidance given in section 3.7 above in so far as references in that section to a Refurbishing Generating CMU should be substituted for references to a Refurbishing Interconnector CMU.

The historic performance requirements include data from the Winter preceding Prequalification, rather than the two year period afforded to Generating CMUs.

3.9 Application for a Proven DSR CMU

Having selected the details, and clicked create, the page below will appear populated with the Application details.

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User Management ▶
Companies ▶
Manage Login Credentials
My Profile
Messaging ▶
Capacity Market ▶

Landing Page **Company and CMU Summary Page** Application Page

Applicant Company
Brogden (Test) Energy Ltd

CMU
DSREBT
DSRTTest1

Auction
2015 Four Year Ahead Capacity Market Auction (T-4)

Save Cancel Submit

The *Landing Page* gives the overview of the CMU for whom the Application is to be made reflecting the choices made when initially creating the Application. Applicants should check the details carefully to ensure that they are accurate. If they are not then the application should be cancelled without saving it and recreated with the correct details selected. Should the details be correct the Applicant should proceed to review and input data on both the “Company and CMU Summary Page” and the Application Page.

Company and CMU Summary Page

The *Company and CMU Summary Page* serves three primary purposes.

1. It allows the Applicant to specify which role it is applying in; i.e. one of
 - a. Legal Owner
 - b. Despatch Controller
 - c. DSR Provider
 - d. Joint Owner.
2. It allows an Applicant to upload any of the following exhibits should they be required to be uploaded alongside the Application under the CM Rules.
 - a. Exhibit D – Applicant Declaration (required if the Application is from a Despatch Controller)
 - b. Exhibit F – Aggregator Declaration (required if the Application is from a Despatch Controller who is also an Aggregator)
 - c. Exhibit G – Legal Owner Declaration (required if the Application is from a Despatch Controller who is also an Aggregator). Where multiple forms need to be uploaded these should be combined into a single file (e.g. a zip file) and uploaded in this field.

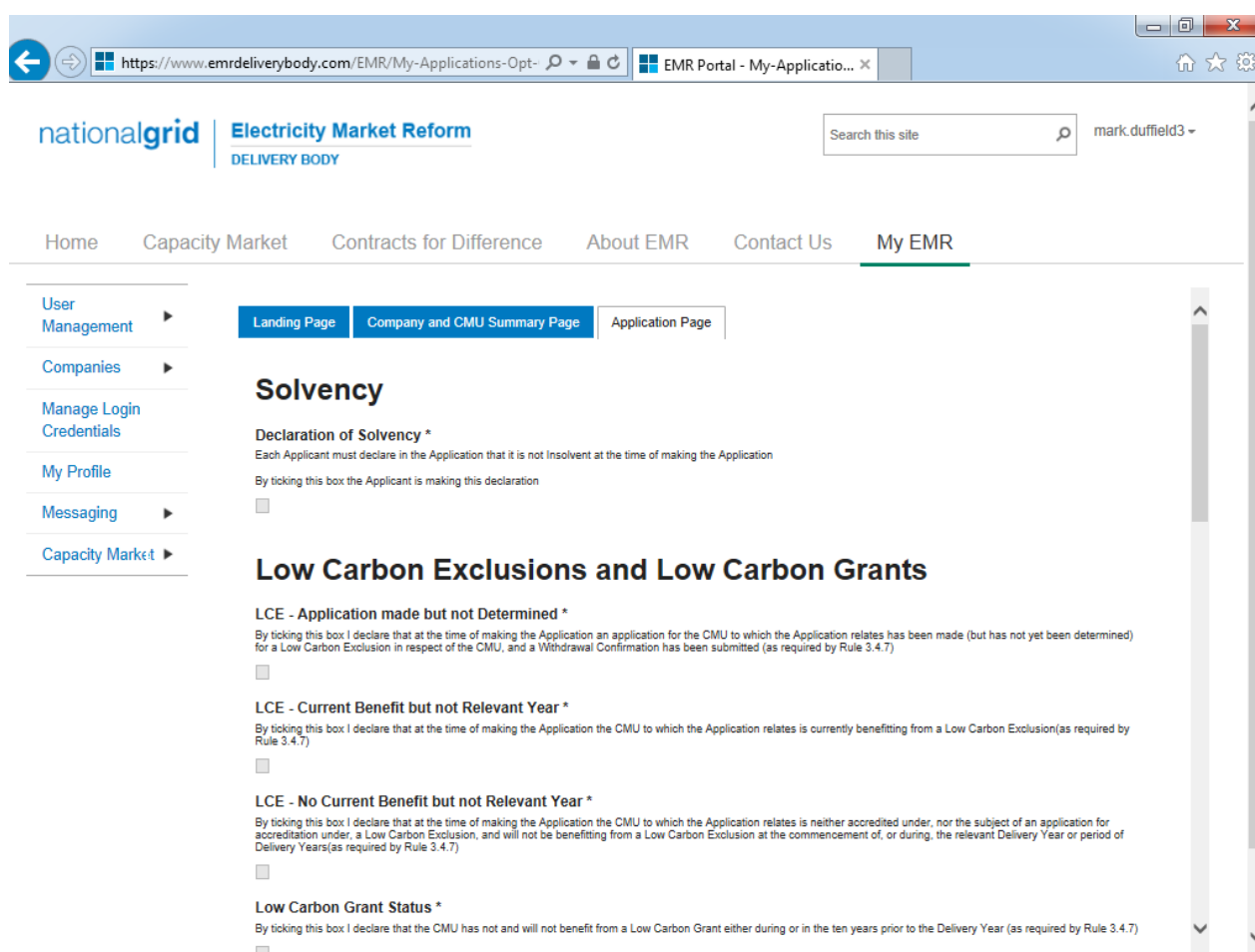
Company Applications - User Support Guide

- d. Joint Owner Declaration (required if the Application is in respect of a Interconnector CMU only).
3. Finally the CMU and Company Page should be used to review all of the information imported into the Application from both the Company and CMU sections of the system.

Finally, at the bottom of the page, are the self-explanatory options to *Save*, *Cancel*, *Delete* or *Submit* the Application.

Application Page

To the furthest right of the pages is the Application Page.



The screenshot shows a web browser window with the URL <https://www.emrdeliverybody.com/EMR/My-Applications-Opt->. The page header includes the National Grid logo and 'Electricity Market Reform DELIVERY BODY'. A search bar and user name 'mark.duffield3' are visible. The navigation menu includes 'Home', 'Capacity Market', 'Contracts for Difference', 'About EMR', 'Contact Us', and 'My EMR'. The left sidebar contains 'User Management', 'Companies', 'Manage Login Credentials', 'My Profile', 'Messaging', and 'Capacity Market'. The main content area has three tabs: 'Landing Page', 'Company and CMU Summary Page', and 'Application Page'. The 'Application Page' is active, showing sections for 'Solvency', 'Low Carbon Exclusions and Low Carbon Grants', and 'Low Carbon Grant Status'. Each section includes a declaration text and a checkbox.

The primary purposes of this page is then to allow an Applicant for an Unproven DSR CMU to provide the declarations required to be made regarding Low Carbon Exclusions and STOR

Declarations

There are listed a number of Declarations that need to be made by the Applicant. A number of these declarations are legacy ones from the 2014 application process and are no longer required to be given. If however these are made they will have no impact on the assessment of the Application. The CM Rules specify the declarations that are required, they are:

Company Applications - User Support Guide

Low Carbon Exclusions and Low Carbon Grants (Rule 3.4.7):

That either:

- The CMU is the subject of an Application for a Low Carbon Exclusion but that this has not yet been determined and for which a Withdrawal Confirmation has been submitted (in which case the Withdrawal Confirmation should be provided); **OR**

LCE - Application made but not Determined *

By ticking this box I declare that at the time of making the Application an application for the CMU to which the Application relates has been made (but has not yet been determined) for a Low Carbon Exclusion in respect of the CMU, and a Withdrawal Confirmation has been submitted (as required by Rule 3.4.7)



LCE Withdrawal Document *

If the box above is ticked the Applicant should upload their LCE Withdrawal document

- The CMU is currently benefitting from a Low Carbon Exclusion but that this does not relate to the relevant Delivery Year (in which case a document setting out the term of the Low Carbon Exclusion should be provided); **OR**

LCE - Current Benefit but not Relevant Year *

By ticking this box I declare that at the time of making the Application the CMU to which the Application relates is currently benefitting from a Low Carbon Exclusion (as required by Rule 3.4.7)



LCE Term document or LCE Non-Support document *

If the box above is ticked the Applicant should upload their LCE Term document or LCE Non-Support document

- The CMU will not be in receipt of a Low Carbon Exclusion during the relevant Delivery Year

LCE - No Current Benefit but not Relevant Year *

By ticking this box I declare that at the time of making the Application the CMU to which the Application relates is neither accredited under, nor the subject of an application for accreditation under, a Low Carbon Exclusion, and will not be benefitting from a Low Carbon Exclusion at the commencement of, or during, the relevant Delivery Year or period of Delivery Years (as required by Rule 3.4.7)



- Finally the Applicant must declare that the Applicant has not benefited, nor will, from a Low Carbon Grant at any point during the ten years prior to the relevant Delivery Year (Rule 3.4.7) **AND** also to acknowledge that the Authority may check the CMUs Low Carbon Exclusion status following the submission of the Application.

Low Carbon Grant Status *

By ticking this box I declare that the CMU has not and will not benefit from a Low Carbon Grant either during or in the ten years prior to the Delivery Year (as required by Rule 3.4.7)



Acknowledge Low Carbon Exclusion Status *

By ticking this box I declare that the Low Carbon Exclusion and Low Carbon Grant status of the CMU may be checked by the Authority at any time following submission of the Application (as required by Rule 3.4.7).



STOR Declarations (Rule 3.4.8)

The Applicant is required to make one of the following declarations

- **Either** that the CMU not **at the time the Application is submitted** is not contracted to provide STOR during the relevant Delivery Year, **OR**
- That the CMU is currently contracted to provide STYOR at the time of Application for the relevant Delivery Year but that such contract will be withdrawn from by the Applicant should the CMU successfully obtain a capacity agreement for the relevant Delivery Year.

STOR Declarations

STOR No Current contract and not the relevant year *

By ticking this box the Applicant is declaring at the time of making the Application that the CMU to which the Application relates is not the subject of a Relevant STOR Contract and will not be the subject of a Relevant STOR Contract at the commencement of, or during, the relevant Delivery Year

STOR Subject of Contract but to Withdraw *

By ticking this box the Applicant is declaring at the time of making the Application that the CMU to which the Application relates is not the subject of a Relevant STOR Contract and will not be the subject of a Relevant STOR Contract at the commencement of, or during, the relevant Delivery Year

For the avoidance of doubt the first option is for CMUs which do not have a Relevant STOR Contract, and the second option is for those who do have a Relevant STOR Contract.

Application Declaration (Rule 3.12.1)

- That the information contained and submitted in the Application is true and correct, and that the relevant declarations are true and correct; and finally that the entirety of the same has been authorized by the board of directors of the Applicant.

Declaration that Application is correct *

By ticking this box an Applicant is making the declaration required by Rule 3.12.1. Namely that the Applicant confirms that in all material respects the Application and all Additional Information and the relevant declarations made as part of the Application are true and correct and that the Application and Additional Information has been authorised by the board of directors of the Applicant

MPAN Declaration (Rule 3.4.3 (b))

- Finally, there is a Declaration in respect of the MPAN, where if the Applicant is aware that the MPAN for Meter Identifier for the CMU is also potentially included in another Application for the same capacity auction, then details of how the output of the two CMUs concerned will be separately metered should be provided.

MPAN Declaration *

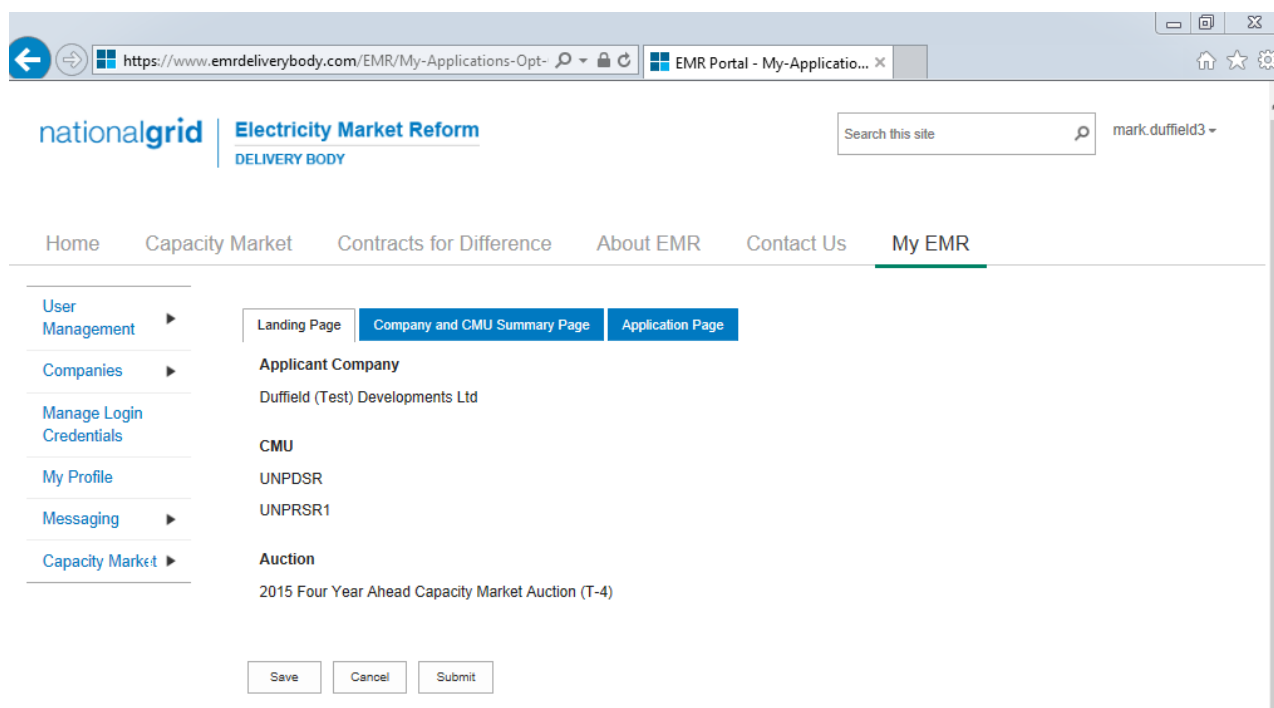
If any Meter Point Administration Number specified in the Application has already been:
(i) registered to another CMU which is a Capacity Committed CMU in respect of one or more of the same Delivery Years; or
(ii) specified in a prior Application submitted in respect of another CMU in the same Prequalification Window,
Then please provide a declaration explaining how the two CMUs relate and how metering will separately identify the output of each of them, other wise enter "N/A"

MPAN

Finally, there are the options to *Save*, *Cancel*, or (if the person has the appropriate permission) *Submit* the Application.

3.10 Application for an Unproven DSR CMU

Having selected the details, and clicked create, the page below will appear populated with the Application details.



The *Landing Page* gives the overview of the CMU for whom the Application is to be made reflecting the choices made when initially creating the Application. Applicants should check the details carefully to ensure that they are accurate. If they are not then the application should be cancelled without saving it and recreated with the correct details selected. Should the details be correct the Applicant should proceed to review and input data on both the “Company and CMU Summary Page” and the Application Page.

Company and CMU Summary Page

The *Company and CMU Summary Page* serves three primary purposes.

4. It allows the Applicant to specify which role it is applying in; i.e. one of
 - a. Legal Owner
 - b. Despatch Controller
 - c. DSR Provider
 - d. Joint Owner.
5. It allows an Applicant to upload any of the following exhibits should they be required to be uploaded alongside the Application under the CM Rules.
 - a. Exhibit D – Applicant Declaration (required if the Application is from a Despatch Controller)
 - b. Exhibit F – Aggregator Declaration (required if the Application is from a Despatch Controller who is also an Aggregator)
 - c. Exhibit G – Legal Owner Declaration (required if the Application is from a Despatch Controller who is also an Aggregator). Where multiple forms need to be uploaded these should be combined into a single file (e.g. a zip file) and uploaded in this field.

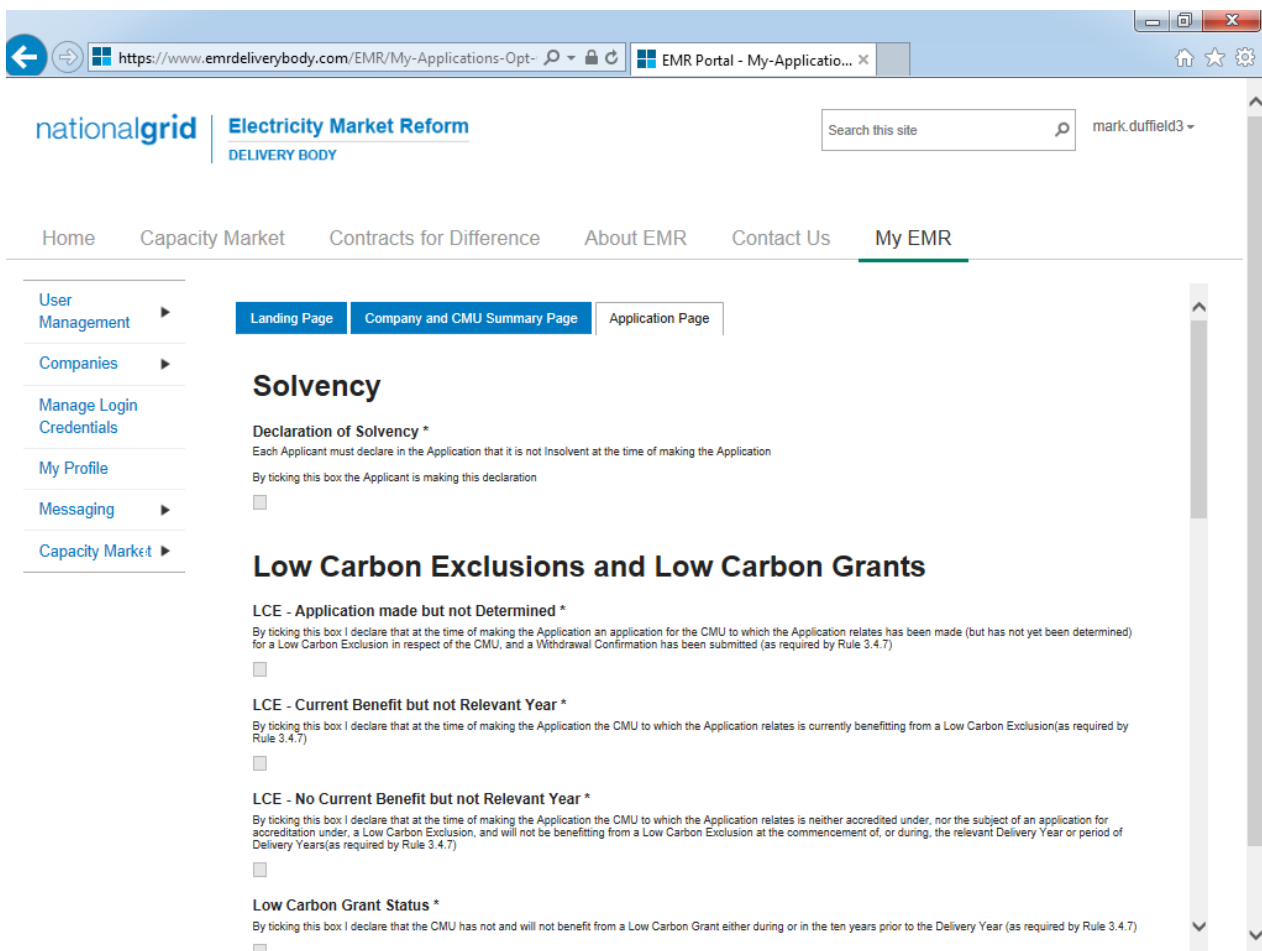
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- d. Joint Owner Declaration (required if the Application is in respect of an Interconnector CMU only).
6. Finally the CMU and Company Page should be used to review all of the information imported into the Application from both the Company and CMU sections of the system.

Finally, at the bottom of the page, are the self-explanatory options to *Save*, *Cancel*, *Delete* or *Submit* the Application.

Application Page

To the furthest right of the pages is the Application Page.



The screenshot shows a web browser window with the URL <https://www.emrdeliverybody.com/EMR/My-Applications-Opt->. The page header includes the National Grid logo and 'Electricity Market Reform DELIVERY BODY'. A search bar and user name 'mark.duffield3' are visible. The navigation menu includes 'Home', 'Capacity Market', 'Contracts for Difference', 'About EMR', 'Contact Us', and 'My EMR'. The left sidebar contains 'User Management', 'Companies', 'Manage Login Credentials', 'My Profile', 'Messaging', and 'Capacity Market'. The main content area shows the 'Application Page' selected, with a sub-section for 'Solvency'. Under 'Solvency', there are three sections: 'Declaration of Solvency *', 'Low Carbon Exclusions and Low Carbon Grants', and 'Low Carbon Grant Status *'. Each section contains a declaration text and a checkbox.

The primary purposes of this page is then to allow an Applicant for an Unproven DSR CMU to provide the declarations required to be made regarding Low Carbon Exclusions and STOR

Declarations

There are listed a number of Declarations that need to be made by the Applicant. A number of these declarations are legacy ones from the 2014 application process and are no longer required to be given. If however these are made they will have no impact on the assessment of the Application. The CM Rules specify the declarations that are required, they are:

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Low Carbon Exclusions and Low Carbon Grants (Rule 3.4.7):

That either:

- The CMU is the subject of an Application for a Low Carbon Exclusion but that this has not yet been determined and for which a Withdrawal Confirmation has been submitted (in which case the Withdrawal Confirmation should be provided); **OR**

LCE - Application made but not Determined *

By ticking this box I declare that at the time of making the Application an application for the CMU to which the Application relates has been made (but has not yet been determined) for a Low Carbon Exclusion in respect of the CMU, and a Withdrawal Confirmation has been submitted (as required by Rule 3.4.7)



LCE Withdrawal Document *

If the box above is ticked the Applicant should upload their LCE Withdrawal document

- The CMU is currently benefitting from a Low Carbon Exclusion but that this does not relate to the relevant Delivery Year (in which case a document setting out the term of the Low Carbon Exclusion should be provided); **OR**

LCE - Current Benefit but not Relevant Year *

By ticking this box I declare that at the time of making the Application the CMU to which the Application relates is currently benefitting from a Low Carbon Exclusion (as required by Rule 3.4.7)



LCE Term document or LCE Non-Support document *

If the box above is ticked the Applicant should upload their LCE Term document or LCE Non-Support document

- The CMU will not be in receipt of a Low Carbon Exclusion during the relevant Delivery Year

LCE - No Current Benefit but not Relevant Year *

By ticking this box I declare that at the time of making the Application the CMU to which the Application relates is neither accredited under, nor the subject of an application for accreditation under, a Low Carbon Exclusion, and will not be benefitting from a Low Carbon Exclusion at the commencement of, or during, the relevant Delivery Year or period of Delivery Years (as required by Rule 3.4.7)



- Finally the Applicant must declare that the Applicant has not benefited, nor will, from a Low Carbon Grant at any point during the ten years prior to the relevant Delivery Year (Rule 3.4.7) **AND** also to acknowledge that the Authority may check the CMUs Low Carbon Exclusion status following the submission of the Application.

Low Carbon Grant Status *

By ticking this box I declare that the CMU has not and will not benefit from a Low Carbon Grant either during or in the ten years prior to the Delivery Year (as required by Rule 3.4.7)



Acknowledge Low Carbon Exclusion Status *

By ticking this box I declare that the Low Carbon Exclusion and Low Carbon Grant status of the CMU may be checked by the Authority at any time following submission of the Application (as required by Rule 3.4.7).



STOR Declarations (Rule 3.4.8)

The Applicant is required to make one of the following declarations

- **Either** that the CMU not **at the time the Application is submitted** is not contracted to provide STOR during the relevant Delivery Year, **OR**
- That the CMU is currently contracted to provide STOR at the time of Application for the relevant Delivery Year but that such contract will be withdrawn from by the Applicant should the CMU successfully obtain a capacity agreement for the relevant Delivery Year.

STOR Declarations

STOR No Current contract and not the relevant year *

By ticking this box the Applicant is declaring at the time of making the Application that the CMU to which the Application relates is not the subject of a Relevant STOR Contract and will not be the subject of a Relevant STOR Contract at the commencement of, or during, the relevant Delivery Year

STOR Subject of Contract but to Withdraw *

By ticking this box the Applicant is declaring at the time of making the Application that the CMU to which the Application relates is not the subject of a Relevant STOR Contract and will not be the subject of a Relevant STOR Contract at the commencement of, or during, the relevant Delivery Year

For the avoidance of doubt the first option is for CMUs which do not have a Relevant STOR Contract, and the second option is for those who do have a Relevant STOR Contract.

Application Declaration (Rule 3.12.1)

- That the information contained and submitted in the Application is true and correct, and that the relevant declarations are true and correct; and finally that the entirety of the same has been authorized by the board of directors of the Applicant.

Declaration that Application is correct *

By ticking this box an Applicant is making the declaration required by Rule 3.12.1. Namely that the Applicant confirms that in all material respects the Application and all Additional Information and the relevant declarations made as part of the Application are true and correct and that the Application and Additional Information has been authorised by the board of directors of the Applicant

MPAN Declaration (Rule 3.4.3 (b))

- Finally, there is a Declaration in respect of the MPAN, where if the Applicant is aware that the MPAN for Meter Identifier for the CMU is also potentially included in another Application for the same capacity auction, then details of how the output of the two CMUs concerned will be separately metered should be provided.

MPAN Declaration *

If any Meter Point Administration Number specified in the Application has already been:
(i) registered to another CMU which is a Capacity Committed CMU in respect of one or more of the same Delivery Years; or
(ii) specified in a prior Application submitted in respect of another CMU in the same Prequalification Window,
Then please provide a declaration explaining how the two CMUs relate and how metering will separately identify the output of each of them, other wise enter "N/A"

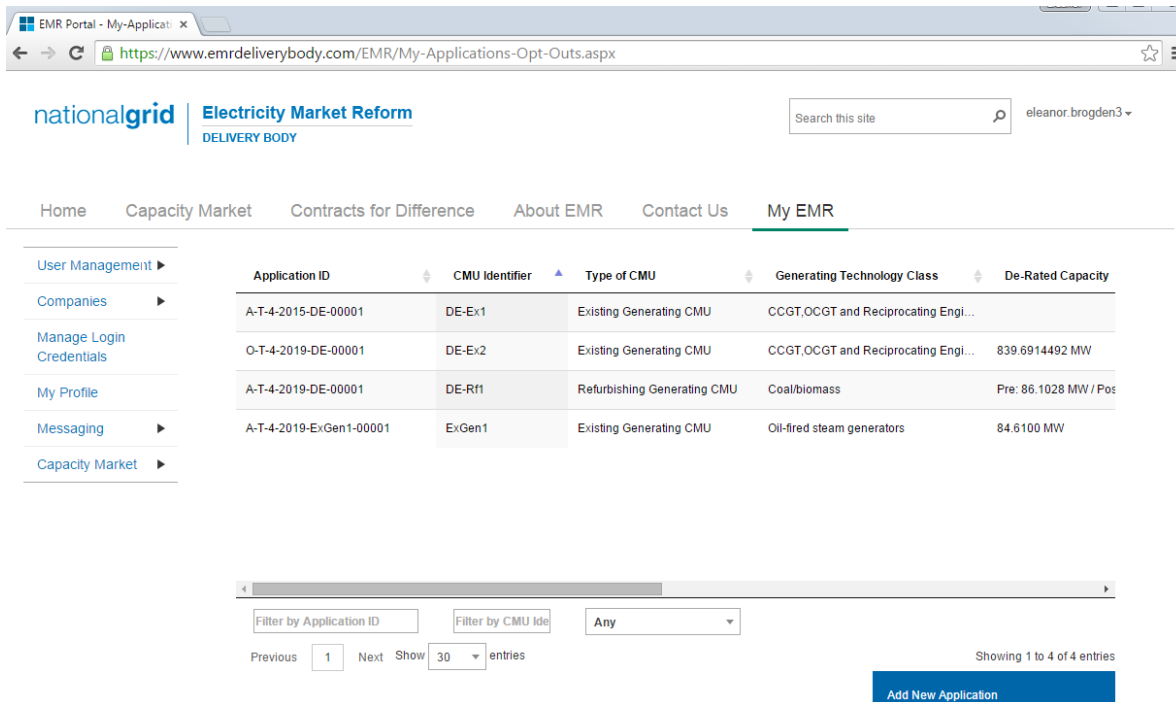
MPAN

Finally, there are the options to *Save*, *Cancel*, or (if the person has the appropriate permission) *Submit* the Application.

Company Applications - User Support Guide

3.11 Applications – General Information

On return to the *My EMR* page, and selecting *My Applications / Opt-outs*, the Applicant will see the Application just made listed.



By scrolling all the way to the right, one is presented with both the “status” of the Application and with a number of options relevant for each Application saved within the system.

Application Status and Options

The table below summarises the statuses which an Application may take and the actions that may be taken

Application Status	Actions Available	Result
Saved	View	View the Application
	Edit	Edit the Application (subject to user privileges)
	Delete	Delete the Application (subject to user privileges)
	Submit	Submit the Application to the Delivery Body for formal assessment (subject to user privileges)
Submitted to DB	View	View the Application
	Withdraw	Withdraw the Application (subject to user privileges). Please note that if this option is selected the Application will not be assessed by the Delivery Body and the CMU will not be eligible to participate in the capacity auction (unless another application for the same CMU for the same auction is submitted).
Withdrawn	View	View the Application
	Edit	Edit the Application (subject to user privileges)
	Submit	Submit the Application to the Delivery Body for formal assessment (subject to user privileges)

Company Applications - User Support Guide

The screenshot shows the EMR Portal home page. The browser address bar displays <https://www.emrdeliverybody.com/EMR/home.aspx>. The page header includes the National Grid logo and "Electricity Market Reform DELIVERY BODY". A search bar and the user name "mark.duffield3" are visible. The navigation menu includes "Home", "Capacity Market", "Contracts for Difference", "About EMR", "Contact Us", and "My EMR". The "My EMR" section contains a sidebar with links for "User Management", "Companies", "Manage Login Credentials", "My Profile", "Messaging", and "Capacity Market". The main content area displays a table of applications with columns for "Application Type", "Delivery Year", and "Status".

Application Type	Delivery Year	Status	Actions
	2019	Saved	VIEW EDIT DELETE SUBMIT
	2015	Withdrawn	VIEW
	2019	Withdrawn	VIEW EDIT SUBMIT
	2019	Withdrawn	VIEW EDIT SUBMIT
	2019	Submitted to DB	VIEW WITHDRAW
	2019	Withdrawn	VIEW
	2016	Withdrawn	VIEW EDIT SUBMIT
	2019	Withdrawn	VIEW EDIT SUBMIT
	2019	Submitted to DB	VIEW WITHDRAW

At the bottom of the table, there is a pagination control showing "Showing 1 to 11 of 11 entries" and a blue button labeled "Add New Application".

If the Application is viewed then a further option to "Print" the Application will be included. If selected then the Applicant will be able to download in excel format a spreadsheet containing all of the data within the application.

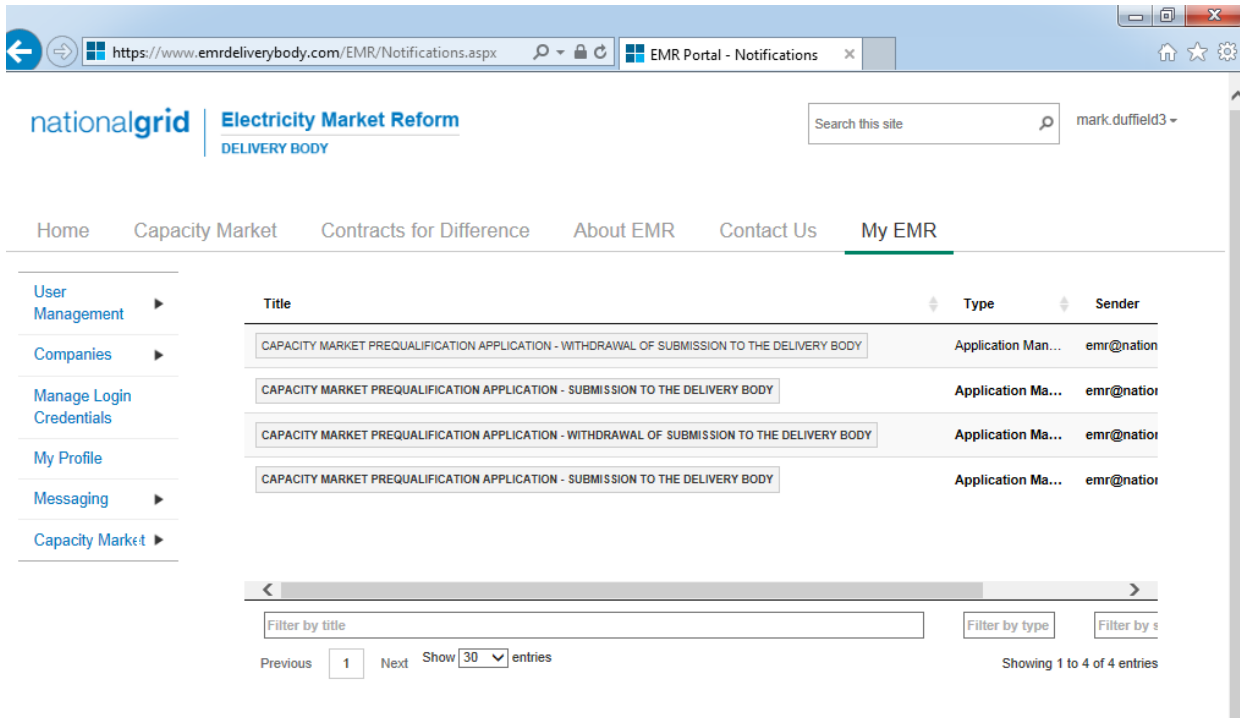
The screenshot shows the EMR Portal home page with the "My EMR" section expanded to show the details of a specific application. The browser address bar displays <https://www.emrdeliverybody.com/EMR/home.aspx>. The page header includes the National Grid logo and "Electricity Market Reform DELIVERY BODY". A search bar and the user name "mark.duffield3" are visible. The navigation menu includes "Home", "Capacity Market", "Contracts for Difference", "About EMR", "Contact Us", and "My EMR". The "My EMR" section contains a sidebar with links for "User Management", "Companies", "Manage Login Credentials", "My Profile", "Messaging", and "Capacity Market". The main content area displays the details of the application, including the "Applicant Company" (Duffield (Test) Energy Ltd), the "CMU" (0608EG), and the "Auction" (2015 Four Year Ahead Capacity Market Auction (T-4)).

At the bottom of the application details, there are buttons for "Submit", "Edit", "Delete", "Print", and "Close".

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Submitting and Withdrawing Applications – Email Notifications

On submission and / or withdrawal of an Application, an automated email will be sent acknowledging that the Application has been received and / or withdrawn from the Delivery Body system. Where it has been submitted the email will contain a reminder as to the deadlines for withdrawal and re-submission should edits need to be made. Copies of all automated correspondence can be reviewed under the *Notifications* option under *Capacity Market* drop down menu.



The screenshot shows a web browser window with the URL <https://www.emrdeliverybody.com/EMR/Notifications.aspx>. The page header includes the National Grid logo and "Electricity Market Reform DELIVERY BODY". A search bar and a user profile "mark.duffield3" are visible. The navigation menu includes "Home", "Capacity Market", "Contracts for Difference", "About EMR", "Contact Us", and "My EMR". The "My EMR" section is active, displaying a list of notifications. The table below shows the details of these notifications.

Title	Type	Sender
CAPACITY MARKET PREQUALIFICATION APPLICATION - WITHDRAWAL OF SUBMISSION TO THE DELIVERY BODY	Application Man...	emr@nation
CAPACITY MARKET PREQUALIFICATION APPLICATION - SUBMISSION TO THE DELIVERY BODY	Application Ma...	emr@nation
CAPACITY MARKET PREQUALIFICATION APPLICATION - WITHDRAWAL OF SUBMISSION TO THE DELIVERY BODY	Application Ma...	emr@nation
CAPACITY MARKET PREQUALIFICATION APPLICATION - SUBMISSION TO THE DELIVERY BODY	Application Ma...	emr@nation

Below the table, there are filter options: "Filter by title", "Filter by type", and "Filter by s". A pagination bar shows "Previous 1 Next Show 30 entries" and "Showing 1 to 4 of 4 entries".

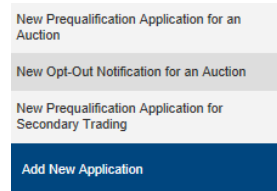
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4 Opt-out Notifications for an Auction

Pursuant to Rule 3.11 all Existing generating CMUs or Existing Interconnector CMUs that are also Mandatory CMUs that do not want to participate in the Capacity Auctions, will need to submit an Opt-out Notification.

To do so, navigate to the *My EMR* page, and under the *Capacity Market* option on the left hand side, select *My Applications / Opt-outs*.

The blue field *Add New Application* on the right hand side will bring up some options. To create an Opt-out Notification for an Auction, select the option to create a “New Opt-Out Notification for an Auction”.



As indicated, select an Auction, and Applicant Company, and the CMU for which the Opt-out Notification is intended.

Create New Opt-Out Notification for an Auction ✕

Select Auction
Select the Auction that you wish to pre-qualify for
2015 Four Year Ahead Capacity Market Auction (T-4) ▾

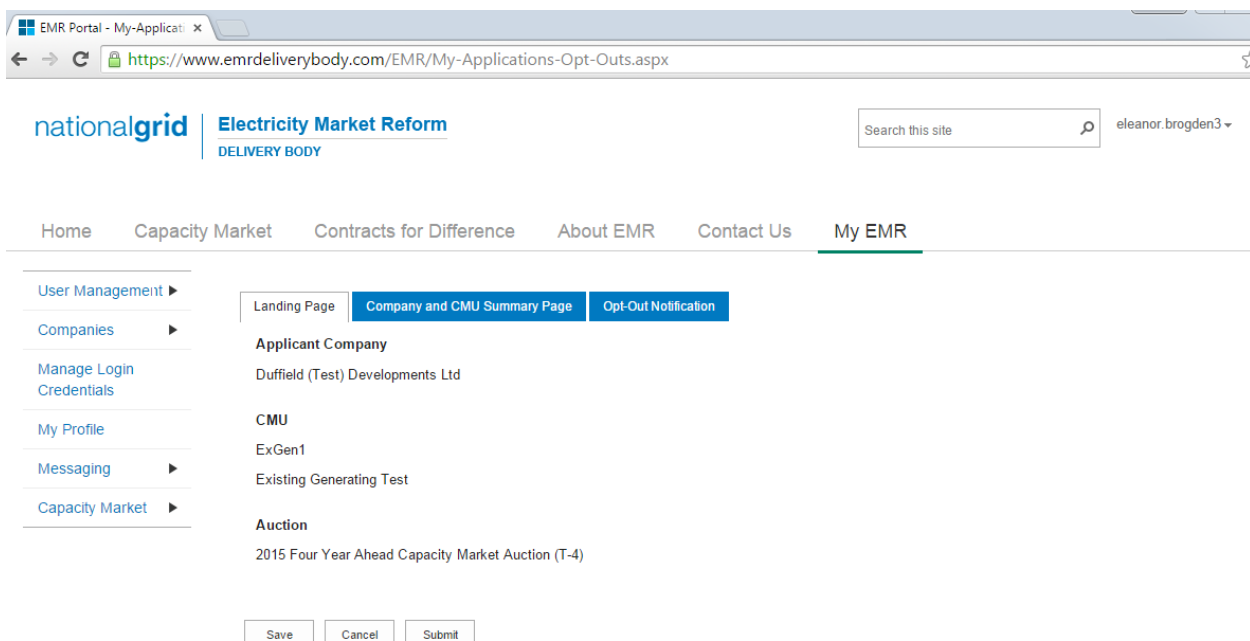
Select Applicant Company
Select the name of the Company that is to act as the Applicant for this Application
Select Applicant Company ▾

Select the CMU
Select the name of the CMU for which the Pre-qualification Application is to be made
Select the CMU ▾

◀ ▶

Create Cancel

Once the appropriate items have been selected the “Landing Page” will appear confirming the selections made for the Opt-Out Notification.



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The *Company and CMU Summary Page* summarises the information from the Company and CMU sections of the system into the Opt-Out Notification. It also contains the options for the person submitting the Opt-Out Notification to confirm whether they are applying as a Legal Owner. All Opt-Out Notifications should be submitted by the Legal Owner and as a consequence the four documents upload facilities provided do not need to be used by a party providing the Opt-Out Notification.

The final page relevant to an Opt-Out Notification is the Opt-Out Notification page. Here the person submitting the Opt-Out Notification will be asked to provide the relevant information about the Opt-Out notification:

- The reason for the Opt-Out Notification selected from a drop-down list
- A summary of the reasons why the Opt-Out statement is being given
- The Delivery Year for which the Opt-Out Notification is being provided

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Home Capacity Market Contracts for Difference About EMR Contact Us **My EMR**

User Management
Companies
Manage Login Credentials
My Profile
Messaging
Capacity Market

Landing Page Company and CMU Summary Page Refurbishing CMU Structure Application Page (Pre-Refurb)
Application Page (Post-Refurb) Opt-Out Notification

Opt-out Information

Opt Out Reason *
Please Select the relevant Opt-out reason from the list
Closed down, decommissioned or otherwise non-operational by the start of the relevant...

Please provide a summary of the reasons for the Opt-out Reason given above *

Delivery Year *
Please enter the Delivery Year to which the Opt-Out Notification relates
2019

Opt-Out Declarations

An additional declaration is also required to be given for the Opt-Out Declaration which is one confirming that the opt-out statement is correct.

Declaration that Opt-out Notification is correct *

By ticking this box a person making the opt-out notification is making the declaration required by Rule 3.11.5. Namely that the person confirms that in all material respects the Opt-out Notification and all Additional Information and the relevant declarations made as part of the Opt-out Notification are true and correct and that the Opt-out Notification and Additional Information has been authorised by the board of directors of the person

Further declarations on the page are also visible. These are legacy declarations remaining from the design of the system from 2014. However these are not required to be given in 2016 Opt-Out Notifications. If they are completed they will have no bearing on the Opt-Out Notification.

5 Further Information / Questions

In the event you have any questions regarding the Application process you can contact us through

Telephone: 01926 655300 Extension 2

E-mail: emr@nationalgrid.com