# Introduction to the Capacity Auction

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#### AN IESO TRAINING PUBLICATION

This guide has been prepared to assist in the IESO training of market participants and has been compiled from extracts from the Market Rules or documents posted on the web site of Ontario's Independent Electricity System Operator. Users of this guide are reminded that they remain responsible for complying with all of their obligations under the Market Rules and associated policies, standards and procedures relating to the subject matter of this guide, even if such obligations are not specifically referred to herein. While the IESO makes reasonable efforts to ensure that the provisions of this guide are accurate and up to date, users must be aware that the specific provisions of the Market Rules and applicable Market Manual govern the rights and obligations of market participants and the IESO.

### Table of Changes

Reference	Description of Change	Date of Change

### 1. Introduction

The Independent Electricity System Operator (IESO) evolved the Demand Response Auction (DRA) into a broader, more competitive Capacity Auction in 2019. A Capacity Auction enables the IESO to acquire capacity in a cost-effective manner and transparently adjust to changing supply-demand dynamics.

The Capacity Auction allows participation of eligible resources, including existing and available demand response resources, storage, dispatchable generators that are off contract, generatorbacked imports and system-backed imports. The Capacity Auction acquires capacity for two obligation periods as follows:

- Summer May 1 to October 31
- Winter November 1 to April 30

This training guide is applicable to organizations wishing to participate in the Capacity Auction, including the related capacity enrollment, forward period activities and energy market participation.

#### 1.1 Training Objectives

After completing this guide, you will be able to:

- List the authorization and registration requirements for participating in the Capacity Auction.
- Understand the process of submitting offers into the auction.
- Understand the requirements in order to fulfill your capacity obligation.
- Understand energy market participation requirements and settlement impacts

### 2. Capacity Auction Overview

#### 2.1 What resources are acquired in the Capacity Auction?

There are five classes of resources that can participate:

Table 1 Resource types and their description

Resource Type	Description
Demand response (DR)	physical hourly demand response (HDR), virtual HDR – residential, virtual HDR – commercial and industrial (C&I) and dispatchable loads (DLs)
Capacity generation	includes generators that are both dispatchable and are not under contract with the IESO or the Ontario Electricity Financial Corporation (OEFC) for any portion of the obligation period
System-backed capacity import	imported capacity that is considered to be supplied entirely from the system of a neighbouring jurisdiction and is not under contract with the IESO or the OEFC for any portion of the obligation period
Generator-backed capacity import	imported capacity from a generation or storage facility from a neighbouring jurisdiction and is not under contract with the IESO or the OEFC for any portion of the obligation period
Capacity storage	storage facilities that are registered in the energy market, licensed with the Ontario Energy Board (OEB) as electricity storage and are both dispatchable and not under contract with the IESO or the OEFC by the start of the obligation period

#### 2.2 What are the timelines for the Capacity Auction?

The Capacity Auction is divided into four major periods (see Figure 1).

The timelines for each of the milestones that need to be completed for participating in the auction are provided in the "Capacity Auction Timelines" document posted on the <u>webpage</u>. The timelines provide duration or dates by when a milestone should either be initiated or completed.

#### **Figure 1: Capacity Auction Periods**



#### 2.2.1 Pre-Auction Period

The pre-auction period begins with the posting of the pre-auction report prior to the capacity enrollment process. The pre-auction report gives potential participants relevant information for the upcoming Capacity Auction, including:

- The demand curve and target capacity;
- Key milestones; and
- Zonal and import constraints.
- Participants must also complete the capacity enrollment process and submit the capacity deposit during the pre-auction period.

#### 2.2.2 Auction Period

The auction period is the length of time from when the IESO begins accepting auction offers to the time when the IESO posts auction results. The auction period begins when IESO opens the offer submission window, starting at 09:00 EST. The window remains open for two business days, closing the next business day at 23:59 EST. Capacity auction participants (CAPs) intending to participate in the Capacity Auction must submit their offers to the IESO within this two-day timeframe. Participants are advised of the dates for the auction offer submission window in the pre-auction report.

We<sup>1</sup> process all submitted offers, determine the clearing prices and quantities, and prepare the public post-auction reports within four business days following the Capacity Auction, signalling the end of the auction period. Successful participants will also have private reports made available to them through the IESO Participant Reports <u>website</u>.

#### 2.2.3 Forward Period

The forward period is the time between an auction and the first day of the obligation period. The forward period is approximately 5 months for the summer obligation period and 11 months for the winter obligation period.

#### 2.2.4 Obligation Period

Participants that clear the auction receive availability payments during the applicable obligation period(s) based on their total cleared capacity and the applicable auction clearing price. The amount of capacity that clears in the auction becomes the participant's capacity obligation. A participant must satisfy an obligation by making its capacity available through participation in the energy market.

The Capacity Auction uses two seasonal obligation periods in each auction year:

- Summer May 1 to October 31
- Winter November 1 to April 30
- Each seasonal obligation period is made up of an availability window, which are the hours within a business day where a participant must make their capacity available. The availability windows are:
- Summer 12:00 to 21:00 EST (hour ending 13 to hour ending 21)
- Winter 16:00 to 21:00 EST (hour ending 17 to hour ending 21)

IMPORTANT: IESO markets are on Eastern Standard Time (EST) all year round and do not change for Daylight Savings Time. It is important that participants with contributors communicate the expectation to deliver all year on EST.

<sup>&</sup>lt;sup>1</sup> 'We', 'us' and 'our' mean the IESO. 'You' means the market participant.

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#### 2.3 What are the major steps of the Capacity Auction?

Figure 2 illustrates the sequence of the major steps in the Capacity Auction.





The following steps are completed once per organization, and do not need to be repeated every year:

- Register organization
- Authorize as a capacity auction participant (CAP)
- Authorize as a capacity market participant (CMP)

The following steps must be completed for each auction year:

- Enroll capacity
- Submit auction deposit
- Offer capacity in auction
- Conduct auction to determine capacity obligations

The following steps are completed for each obligation period:

• Register new resources (demand response only) or update existing resources

- Manage contributors (virtual DR resources)
- Assign resources to obligation (only for physical DR resources that were not registered in the IESO-Administered Markets during the capacity enrollment period. All other resources are automatically assigned to the obligation)
- Participate in energy market
- Receive availability payments subject to non-performance charges

#### 2.4 What is a downward sloping demand curve?

The downward sloping demand curve shows the bounds in which submitted offers will be optimized against to produce the resultant capacity obligations. Currently, the demand curve comprises of several key points published under the table "Capacity Auction Parameters" in the pre-auction report. Refer to Market Manual 12 for more details and definitions of each individual data point.

### 3. Pre-Auction: Eligibility and Requirements

The pre-auction period is the first period in an auction cycle. In order to participate, prospective auction participants must understand the demand curve elements, locational limitations, and the key timelines for the upcoming auction, all of which are found in the pre-auction report. During the pre-auction period, prospective participants must authorize to participate in the auction as a capacity auction participant (CAP) and enroll capacity and submit the deposit in advance of the auction period.

Completion of CAP authorization is a one-time process by any organization, meaning once completed you do not need to complete this authorization again for any subsequent auctions.

## 3.1 What do I need to know before I can submit my offers during the auction period?

You must know the following before you submit offers into the Capacity Auction:

- Pre-auction authorization requirements;
- Demand curve parameters such as target capacity, reference price, minimum and maximum auction clearing price etc., zonal constraints, group zone of constraints, import constraints, and interface limits;
- The amount of auction deposit you are required to submit; and
- Upcoming timelines such as the capacity enrollment deadline, the submission deadline for posting auction deposit, the auction offer submission window, and the post-auction report publication date.

The IESO will publish a pre-auction report at least two months in advance of the auction. It provides prospective participants all of the above-mentioned information. It also includes a link to an IESO zonal map tool and zone list to help participants determine electrical zones for their facilities.

#### 3.2 Where can I find the pre-auction report?

The pre-auction report can be found on the IESO Public Reports Site.

#### 3.3 What steps must I complete before the Capacity Auction?

If it is your first time participating in the Capacity Auction, you must:

1. Ensure your organization is registered with the IESO if this is your first participation in the IESO-Administered Markets (IAM) or programs. This process should be started well in advance of the auction, and is recommended to be started no later than 4 months in advance. Details on how to register an organization are available on the IESO website on the Register an Organization webpage. Note: Organization registration is a requirement for all market participants. If you already participate in the IESO-Administered Markets or programs, this step does not need to be repeated.

2. Complete the authorization process in Online IESO to become a CAP. This must be completed at least 40 business days before the start of the offer submission window for an auction. If you've already participated in an auction (including the Demand Response Auction) or already authorized as a CAP, then you do not need to authorize again. See <u>Appendix A: How to Authorize as a CAP</u> for step by step instructions on completing this. This authorization should be completed as per the published auction timelines on the <u>webpage</u>.

Note: For participants with physical resources, except system-backed and generator-backed capacity import resources, the registered owner of the registered facility associated with the resource must be the CAP.

3. Enroll your capacity through Online IESO, including identifying the potential capacity auction resource(s) (CARs) you intend on using to deliver on the potential capacity obligation and submitting your capacity auction deposit. See <u>Appendix B: How to Enroll Capacity</u> for step by step instructions on using Online IESO to enroll your capacity.

#### 3.4 How will I know if I have completed the CAP authorization process?

The IESO will issue a Registration Approval Notice (RAN) upon completion of the CAP authorization process. Additionally, you will get a completion notification from Online IESO.

## 3.5 Who will receive the Registration Approval Notice (RAN) upon completion of my CAP authorization?

The CAP's applicant representative will receive the Registration Approval Notice upon completion.

#### 3.6 What happens if I don't authorize as a CAP on time?

Organizations that are not authorized as a CAPs by the deadline published in the <u>auction timelines</u> will not be able to participate in the current year's auction.

#### 3.7 What are the mandatory contact roles assigned during CAP authorization?

The following are mandatory contact roles that must be assigned during CAP authorization. They are assigned by the CAP and can be fulfilled by the CAP personnel or by a third party representative.

Assignor	Contact Role	Responsibility
Capacity Auction Participant	Capacity Auction Contact	Contact responsible for administering all tasks and questions related to Capacity Auction (including completing enrollment and participating in the auction)
Capacity Auction Participant	Invoice and Banking	Contact responsible for submitting, approving and maintaining the organization's banking information

#### 3.8 Can a third party organization be the CAP?

The market participant organization assigned as the capacity market participants (CMP) for physical resources, except system-backed capacity import resources and generator-backed capacity import resources, must be the registered owner of the resource as defined in Section 2.2.3 of Market Manual 1.5: Market Registration Procedures, and Section 5.2 of Market Manual 12: Capacity Auctions.

For participants with a generator-backed capacity import resources, the CMP must be the owner of the generation unit(s) or storage facility(ies) as registered in the neighbouring control area in which the facilities are located. See section 4.3 of Market Manual 12: Capacity Auctions for more information.

CMPs participating with virtual HDR resources may include physical or virtual non-dispatchable loads owned by a third party as demand response contributors.

As CAPs that successfully obtain at least one capacity obligation are required to authorize as CMPs, the above-mentioned ownership requirements apply to CAPs as well.

## 3.9 Can a third party organization administer the auction activities on behalf of the CAP?

Yes, a third party can be given the permission to administer the auction on behalf of the CAP by having the CAP assign them as the Capacity Auction Contact. This will give them the ability to administer all auction tasks, including enrollment and participating in the auction, but the fulfilling of the obligation, including settlement, will remain between the IESO and the CAP.

## 3.10 Does a generation or storage facility contributing to a generator-backed capacity import resource need to be registered in Ontario's market?

No, but the owner of the facility (as defined in the attestation found in Appendix H of Market Manual 12) must be registered to participate in the IESO-administered markets. During the capacity enrollment process, the participant will have to provide a number of details about the facility and attest to meeting a number of eligibility requirements. To satisfy the obligation, the participant must also be authorized as an Energy Trader. The deadlines to complete these activities can be found in the Auction Timelines document on the capacity auction webpage.

#### 3.11 What is a physical hourly demand response resource?

A physical hourly demand response resource is a single transmission connected load facility, or embedded load facility, that is revenue metered by the IESO and registered as a physical hourly demand response. These resources are subject to the maximum zonal limits specified in the preauction report, and must have the registered owner of the market resource as the capacity auction participant. A third party may administer the auction activities on behalf of the owner by having the owner designate them as the Capacity Auction Contact.

#### 3.12 What is a virtual hourly demand response resource?

A virtual hourly demand response resource is one or more non-dispatchable load(s), located in the same zone, that are not revenue metered by the IESO. These non-dispatchable loads, known as contributors, may be aggregated together to provide demand response capacity, and may be managed by a third party aggregator (i.e. a third party may be designated as the owner of the virtual resource). Virtual hourly demand response contributors may be residential or commercial and industrial, but may not be a combination of both in under the same resource. These resources are subject to the maximum virtual zonal limits specified in the pre-auction report.

#### 3.13 What are the electrical zones?

There are 10 IESO Electrical Zones in Ontario:

- Bruce
- East
- ESSA
- Niagara
- Northeast
- Northwest
- Ottawa
- Southwest
- Toronto
- West

#### 3.14 What are the zonal and zonal group limits?

Each zone has a set of limits which are as follows:

- Total zonal capacity limit minimum: the minimum amount (MW) of capacity that can be procured in a zone.
- Total zonal capacity limit maximum: The maximum amount (MW) of total capacity that can be procured in a zone.
- Virtual zonal capacity limit maximum: The maximum amount (MW) of virtual DR capacity that can be procured in a zone. This limit applies only to HDR resources not revenue metered by the IESO and NDLs that act as a contributor to a virtual HDR resource. This limit will not set the zonal clearing price in the auction.
- Additionally, zones may be grouped for the purpose of determining the maximum amount (MW) of total capacity that can be procured in that region. The maximum amount of capacity that can be procured in a group may be lower than the sum of the individual zones that are part of that group. The IESO will not procure more capacity in a zone that is part of a group where the maximum capacity for that group has been reached, even if the individual zone's maximum capacity has not been reached.

Each CAP may qualify auction capacity up to the zonal limits. The <u>pre-auction report</u> communicates these zones and limits.

#### 3.15 How do I use the IESO Zonal Map Tool and Capacity Auction Zone List?

The IESO zonal map tool is used to estimate the zone that your capacity is located it. This information is required for both the capacity enrollment and contributor management. The zonal map can be accessed using the instructions below.

The Capacity Auction Zone List is intended to be used by CAPs participating with a distribution embedded physical resource, to assist these participants in determining the zonal location of their facility, and to facilitate the planning of their projects. The zone list can be accessed on the <u>website</u>.

### 4. Pre-Auction: Enrollment

#### 4.1 What does the capacity enrollment process entail?

Upon authorization as a CAP, you must submit the following information to the IESO through Online IESO as part of the capacity enrollment process:

- The resource(s) you intend on using. The resource(s) will be designated as a potential capacity auction resource (CAR);
- A Demand Response (DR) resource may not be an energy market resource at the time of enrollment ("new" resource). In these cases, the CAP will be prompted to enter information as a placeholder, and registration must be completed during the forward period if an obligation is awarded

Note: though the Registration of a new demand response resource must be completed during the forward period, it can begin prior to the forward period. The IESO recommends starting registration activities at least eight months in advance of the registration deadline for new physical facilities, and at least four months ahead for any modification to existing facilities. See the Market Registration Process Schedule for details on registration timelines.

- The resource type and, for HDR resources, the obligation type (physical or virtual) and contributor type (residential or commercial & industrial).
- The amount of potential capacity you are willing to provide (minimum requirement is 1 MW);
- The obligation period for which you are willing to submit offers. You may choose to submit offers for one or both obligation periods;
- For system-backed capacity import resources and generator-backed capacity import resources, the external interface through which they will import;
- The zonal location of new DR resources and/or contributors for which you are willing to submit offers. You can only submit offers for zones in which you have enrolled capacity;
- If you have a capacity generation resource, capacity storage resource or capacity import resource, a signed attestation. More information on the attestation can be found below; and
- Confirmation of having submitted the auction deposit as calculated by the IESO.
- Additional information according to the resource type as indicated in Market Manual 12: Capacity Auctions can be found <u>here</u>.

Note: Online IESO will calculate and display the estimated pre-auction deposit amount.

The total maximum capacity entered by each participant through this process is referred to as 'enrolled capacity'. The auction allows submission of offers between 1 MW and the enrolled capacity amount, provided that the pre-determined virtual, zonal and import limits are respected.

## 4.2 Can I modify or withdraw my enrollment request after I have submitted it?

A capacity enrollment request can be modified up until the last day of the enrollment window (see the pre-auction report for due date). When a request is modified, the capacity auction participant must complete the entire capacity enrollment process again, including submitting any additional capacity auction deposit if necessary.

#### 4.3 What is the attestation?

As part of the capacity enrollment process, organizations with capacity generation resources, capacity storage resources, generator-backed capacity import resources, or system-backed capacity import resources must submit an attestation through Online IESO. The attestation will depend on the type of resource but in general it confirms that the resource meets the eligibility requirements per the applicable Market Rules definition.

## 4.4 I am a non-dispatchable load today. Can I participate as a dispatchable load to satisfy my obligation?

Yes, your non-dispatchable load (NDL) may be eligible to satisfy a capacity obligation if it can become dispatchable at least 45 business days prior to the beginning of the obligation period. Participation in the auction would be completed as follows:

- 1. When completing the capacity enrollment, select "new" resource. This will prompt you to provide some general information as a placeholder, including indicating that the resource will be a dispatchable load prior to the obligation period.
- 2. Participate in the auction.
- 3. If awarded an obligation, you must complete registration of the resource as a dispatchable load during the forward period. The information used in registration must match the information provided in the placeholder during enrollment.
- 4. Assign the resource to the obligation using the steps shown in <u>Appendix F: How to Assign a</u> <u>Physical DR Resource to an Obligation</u>.

Registration of a new dispatchable load should be started well in advance of the forward period. The IESO recommends starting at least eight months in advance for new physical facilities, and at least four months ahead for any modification to existing facilities. See the <u>Market Registration Process</u> <u>Schedule</u> for details on registration timelines.

#### 4.5 Are self-scheduling storage resources eligible to participate?

A storage resource must be dispatchable in order to satisfy the capacity obligation. Storage resources that are registered as self-scheduling at the time of capacity enrollment must choose to change their bid/offer type in the energy market during the forward period, and must complete this by 45 business days prior to the start of the obligation period, to satisfy their capacity obligation.

## 4.6 Can I participate as demand response with the dispatchable load portion of my storage resource?

No. For the purposes of the Capacity Auction, only the dispatchable generation resource portion of the storage facility may be used to satisfy the capacity obligation. The dispatchable load resource portion of the storage resource is not eligible to participate as a demand response resource.

## 4.7 I'm submitting a capacity enrollment request for a generator-backed capacity import resource. What is the "Facility Name" and "Facility ID"?

"Facility Name" refers to the unique name for a generation facility or storage facility associated to the generator-backed capacity import resource as assigned by a neighbouring control area in which it is located. This field cannot be left blank.

"Facility ID" refers to the unique numeric identifier for a generation facility or storage facility associated to the generator-backed capacity import resource as assigned by a neighbouring control area in which it is located. This field cannot be left blank.

#### 4.8 Can I aggregate multiple, physical HDRs under a single obligation?

No. If a CMP wishes to participate with multiple physical HDRs in the same zone, each resource must be enrolled separately and a separate capacity obligation would be awarded for each one.

Multiple physical non-dispatchable loads in the same zone may participate under a single capacity obligation as contributors to a virtual HDR resource. In this case, the participant would enroll as a virtual HDR resource and, following the receipt of an obligation, the physical non-dispatchable loads would be included as contributors to the virtual HDR resource through the contributor management process.

## 4.9 Can a generator-backed import resource participate in other external jurisdictions?

Yes. However, any capacity cleared by the generator-backed import resource cannot be committed to another jurisdiction during the obligation period.

## 4.10 Can I have more than one generator-backed import resource participating from the same external jurisdiction?

Participants with a generator-backed capacity import resource will participate in the auction with a single resource per external jurisdiction, and will be awarded a single obligation. If a participant has multiple generation facilities, storage facilities or a combination of both generation and storage facilities, in the same external jurisdiction, these facilities will be grouped under the same obligation. To do this, the participant will submit an enrollment request for a single generator-backed import resource in Online IESO. The single capacity auction resource will then be backed by one or more generation and/or storage facilities, known as contributors, which the participant will be prompted to provide the details for. A demonstration of deliverability of each contributor will be required.

The enrolled capacities for each generation and/or storage facility will be summed together into a single enrolled capacity for the participant. The single enrolled capacity is the amount that can be offered into the auction.

#### 4.11 What is the demonstration of deliverability document?

A demonstration of deliverability is required for each contributor for a generator-backed import resource. This must be submitted during enrollment for IESO review by email to <u>capacity.auction@ieso.ca</u> as part of the enrollment process.

#### 4.12 What is the capacity auction deposit?

Submission of a capacity auction deposit is required to establish the creditworthiness of the participant for auction activities at the outset of an auction process, and to ensure that auction and pre-seasonal obligation period requirements can be fulfilled. Failure to provide a deposit on time will result in disqualification from participating in the auction.

#### 4.13 When do I submit my capacity auction deposit to the IESO?

Once you submit all of your capacity enrollment information you will receive a notification, through Online IESO, to submit the capacity auction deposit along with the payable amount by the deadline published in the pre-auction report. The deposit should not be submitted before this notification is received. More information on deposit submission and Online IESO can be found in <u>Appendix B: How to Enroll Capacity</u>. You are required to submit the capacity auction deposit amount at least five business days prior to the start of the auction offer submission window. Refer to the capacity auction timelines document posted on the <u>website</u> for exact dates and other details.

#### 4.14 How is the deposit estimate calculated?

Online IESO will calculate the capacity auction deposit you are to submit for each obligation period, based on the amount of total enrolled capacity (across all enrolled resources for one participant) and the maximum auction clearing price, as given below:

### $\begin{aligned} Deposit &= 3\% \times (total \ enrolled \ Capacity \ \times \ Max \ Auction \ Clearing \ Price \ per \ MW \ day) \times \\ &\# \ business \ days \ in \ obligation \ period \end{aligned}$

The IESO may adjust the 3% factor based on your history with the IESO (e.g. credit rating).

#### 4.15 Can a third party post the deposit?

Yes, a third party may post the capacity deposit associated to an enrollment. However, if requested, the IESO will return such deposit to the CAP and not the third party.

#### 4.16 Can I send a wire transfer to pay the deposit?

Yes. While completing the steps to submit a capacity deposit in Online IESO, you will be prompted to select a payment option: letter of credit and/or cash. If cash, please refer to the following cash instructions:

- TD Bank
- Bank Address: 55 King Street West, Toronto, ON, M5K 1A2
- Bank Number: 0004
- Transit: 10202
- Swift: TDOMCATTOR
- Account: 0690-0458762
- Beneficiary: Independent Electricity System Operator (IESO)
- Beneficiary Address: 1600-120 Adelaide Street West, Toronto, ON M5H 1T1
- Payment Details Note: CA-[CAP's short name]-2023. For example, if the CAP is called "Deff Company", the payment note will read CA-DEFCO-2023. The purpose of this note is to tie the payment to the enrollment request

If further information is required by the bank, please contact prudential@ieso.ca.

### 4.17Can I submit one deposit to cover multiple participants' enrollment requests?

No. One deposit should be submitted per CAP, per enrollment request.

## 4.18 We already have a letter of credit with the IESO. Do I still need to provide a deposit or will this letter of credit cover it?

A deposit is still required. The amount of the existing letter of credit can be amended to also cover the deposit obligations.

### 5. Auction Process

The auction itself is held during the 'auction period'. This is the length of time from when the IESO begins accepting auction offers, to when the IESO posts auction results.

#### 5.1 When does the offer window open?

The auction offer window opens at 09:00 EST and lasts approximately two business days, ending at 23:59 EST on the next day. The exact date that the offer submission window opens is published for each auction in the pre-auction report. During this window, capacity auction participants (CAPs) submit offer(s) on a resource basis. Offers are limited to the type (physical and virtual) and amount of auction capacity that was enrolled during the pre-auction period for each resource and obligation period.

#### 5.2 How do I submit an offer?

Capacity auction offers are submitted to the IESO using Online IESO. The following are requirements of offers and may be validated by Online IESO in order to complete an offer submission:

- Offers are submitted for each of the summer and winter obligation period, and apply for the entire period. Participants may offer for one or both periods.
- Submitted offers are for any quantity between 1 MW and the enrolled capacity, to one decimal place. The offers are further broken down into laminations with individual prices to reflect the cost for that specific incremental quantity.
- A complete offer includes a set of up to 20 monotonically increasing price-quantity pairs, with the total offered quantity across all offers equal to or less than the enrolled capacity for that resource. The auction offer quantity is entered as a cumulative value and, therefore, must increase with every new lamination.
- Each offer must specify for each price-quantity pair, whether the entire capacity represented in the lamination must be cleared in full, or whether it may be partially cleared. A full flag is an indication that the quantity of capacity offered in a given lamination must be fully selected or not selected at all. A partial flag indicates that all, part, or none of the capacity offered in a given lamination may be selected, to a granularity of 0.1 MW.

For example, if you have 5 MW of enrolled capacity and you want to offer in:

- 3 MW, partial at \$200
- 1 MW, full at \$300
- 0.5 MW twice, full at \$325

Your offer submission in Online IESO will look like Figure 3 below.

Figure 3: Online IESO Offer Submission

Flag	Delta Quantity (MW)	Cumulative Quantity (MW)	Price (\$/MW-Day)	#
Partial	3	3	200	1
Full	1	4	300	2
Full	0.5	4.5	325	3
Full	0.5	5	325.01	4

#### 5.3 Do I have to submit offers for both obligation periods?

No. You may choose to participate in one or both obligation periods. If you wish to participate in both obligation periods, you must submit separate offers for each obligation period. If you are successful in both obligation periods, you will receive a separate capacity obligation for each period.

#### 5.4 Can I modify my offers during the auction window?

A capacity auction offer may be modified up until the close of the auction window. If an offer is modified, the timestamp associated with that offer will be updated to reflect the submission time of the modified offer.

#### 5.5 How does auction clearing work?

The auction engine incorporates all submitted capacity offers from CAPs and optimizes them against a pre-published downward sloping demand curve. It considers all the different limits and constraints (total zonal limit, virtual zonal limit, etc.) published in the pre-auction report into its calculation. Once the optimal solution has been found, the overall system-wide clearing price will be set along with any zonal clearing price and zone group clearing price in cases where any zonal and groups of zones limits were binding (refer to Market Manual 12 for more information). For each obligation period and zone, the auction engine determines a capacity obligation (i.e. the amount of capacity in MW that the CAP must provide in that zone).

#### 5.6 What happens if identical offers are submitted?

The tie breaker for identical offers is time precedence. In case of identical offers submission, the auction engine will select the first offer submission.

## 5.7 What is the difference between the zonal clearing price, zone group clearing price and the Ontario-wide clearing price?

The Ontario-wide clearing price is equal to the price associated with the demand curve for the quantity equal to the last-cleared price-quantity pair associated with a capacity auction offer. It is the price given to all zones that do not have binding zonal constraints. The zonal clearing price represents the price for zones that do have binding zonal constraints. If a binding zonal constraint exists, the price of that zone could be lower than the Ontario-wide system clearing price. The zone group clearing price represents the price for groups of zones that have a binding constraint. If a binding zone group constraint exists, the zonal clearing price (i.e., for the zones within the group that haven't reached their individual binding constraints) could be lower than the Ontario-wide system clearing within the group that haven't reached their individual binding constraints) could be lower than the Ontario-wide system clearing within the group that haven't reached their individual binding constraints) could be lower than the Ontario-wide system clearing within the group that haven't reached their individual binding constraints) could be lower than the Ontario-wide system clearing price.

## 5.8 Will I receive the Ontario-clearing price, the clearing price of my individual zone or the clearing price of the group of zones?

The auction clearing process will determine a clearing price for each zone or group of zones. Resources will receive the price associated with the zone or group they are located in.

If an offer is not selected, either partially or in full, because of zonal constraint for a specific zone then the auction clearing price for that zone will be set at the lesser of:

- The price associated with the next economic quantity from an auction offer in the same zone that would have cleared if not for the total maximum zonal constraint; or
- The Ontario-wide auction clearing price.

Note: If there is an obligation transfer, the clearing price associated with the obligation may be amended. For more information on obligation transfers see Section 5.

#### 5.9 Where can I see the results of the auction?

There are two reports where you can see the results of the auction:

- 1. Public post-auction reports, which include, for each obligation period:
  - a. The quantity of capacity cleared in the auction for each zone;
  - b. The auction clearing price for each zone and group of zones;
  - c. A list of all of the successful CAPs that received an obligation, and their respective obligations on a zonal basis, and;
  - d. To facilitate obligation transfers, the enrolled capacity for each CAP by type and zone or external interface, regardless of whether they received a capacity obligation.

The public post-auction reports can be found on the <u>IESO Public Reports webpage</u>, in the folder titled "CA-PostAuction".

2. Private post-auction reports which are issued to individual CAPs, and will indicate the capacity obligation secured (including the clearing price and obligation period) for each capacity auction resource.

The confidential post-auction participant reports can be found on the <u>IESO Confidential Reports</u> website, which can only be accessed with a User ID and password.

#### 5.10 What happens if I don't clear the auction?

Your deposit will be returned, upon request to <u>prudential@ieso.ca</u>, after the publication of the postauction report. Once requested and confirmed, the deposit will be returned within 5 business days. You remain a CAP and can participate in future capacity auctions.

### 6. Forward Period Activities

The forward period is the period of time immediately following an auction, to the commencement of an obligation period. This chapter provides details regarding activities conducted during the forward period.

#### 6.1 What actions do I take during the forward period?

If you were successful in the capacity auction, then the following actions may apply to you during the forward period:

Table 3: Forward Period Activities

Action	Applicable Resource Type	When do I do it?	How do I do it?
Authorize as Capacity Market Participant	All Resource Types	Complete before the beginning of the month preceding the obligation period, or, for new DR resources, prior to completing resource registration	For step by step instructions, refer to <u>Appendix D: How to</u> <u>Authorize as a CMP</u>
Post Prudential Support	All Resource Types	At least 60 days prior to the obligation period, or, for new DR resources, prior to completing resource registration.	For step by step instructions, refer to <u>Appendix D: How to</u> <u>Authorize as a CMP</u>
Register New DR Resource or Change Attributes of Existing Resource	All Resource Types	Complete at least 45 business days prior to the beginning of the obligation period	For step by step instructions for registering a new virtual DR resource, refer to Appendix E: How to Register a Virtual Demand Response Resource

Action	Applicable Resource Type	When do I do it?	How do I do it?
Assign Resource to Obligation	New Demand Response Resources (Physical)	Complete at least 45 business days prior to the beginning of the obligation period	For step by step instructions, refer to Appendix F: How to Assign a New Physical DR Resource to an Obligation
Manage Contributors	Demand Response Resources (Virtual)	Must be completed by the 14 <sup>th</sup> business day before the start of the obligation period. Will then be completed monthly by the 14 <sup>th</sup> business day before the effective month	For step by step instructions, refer to Appendix G: How to Manage Contributors for Virtual HDR Resources

#### 6.2 What is a capacity market participant?

A capacity market participant (CMP) is a CAP that has secured a capacity obligation in a Capacity Auction. Once a CAP is awarded a capacity obligation, it must authorize as a CMP with the IESO, and take on all of the obligations under the Market Rules applicable to CMPs. This authorization allows organizations to receive availability payments upon resource registration and satisfy their capacity obligations. In order to complete authorization and be considered a CMP, the participant is required to meet the prudential requirements.

Completion of authorization is a one-time process by any organization, meaning once completed you do not need to complete this authorization again for any subsequent auctions.

#### 6.3 What is the authorization process?

CMP authorization is completed using Online IESO; the steps to do this can be seen in <u>Appendix D:</u> <u>How to Authorize as a Capacity Market Participant</u>.

As part of the CMP authorization, all participants must submit the capacity prudential support. The IESO will issue an RAN upon completion of the CMP authorization process.

#### 6.4 When must I authorize as a CMP?

CMP authorization must happen during the forward period, and should be completed before the beginning of the month preceding the obligation period, or, for participants with new DR resources, prior to completing resource registration. Refer to auction timelines on the website for exact deadlines.

In Online IESO, authorization as a CMP can be initiated by the participant as soon as a capacity obligation is awarded. The participant will not be prompted by the system to do this, but it is required to be done in order to continue with the forward period activities.

You cannot authorize as a CMP if you do not have a capacity obligation.

#### 6.5 What happens if I don't authorize as a CMP?

Organizations that are not authorized as a CMP will not be eligible to receive availability payments during the obligation period.

#### 6.6 What are the organization roles that apply to a CMP in Online IESO?

There are four organization roles that must be fulfilled in Online IESO for each capacity auction resource prior to the obligation period. If the obligation is being fulfilled by an existing energy market resource, these roles may already be assigned.

- Owner: The CAP organization that clears the auction with a capacity obligation must become the Owner. More information on the definition of Owner can be found in Section 2.2.3 of Market Manual 1.5: Market Registration Procedures.
- Operator: This is the market participant responsible for operations. The Owner is assigned to this role by default.
- Metered Market Participant (MMP) this is the market participant responsible for receiving the settlement statements.
- Registered Market Participant (RMP) this is the entity in charge of submitting offers in the energy market.

As the Owner, the CMP is ultimately responsible and accountable for the facility's compliance with the Market Rules and all registration of equipment, but may choose to delegate forward period and commitment period activities to the organization or individuals of their choosing through the assignment of organization roles (RMP, MMP, and Operator) and contact roles (except in the case of CMPs with a system-backed import resource or generator-backed import resource, in those cases all participation contact roles must be assigned to the CMP or an affiliate of the CMP per Section 5.1 of Market Manual 12). If the Owner wishes to assign another organization to the Operator, MMP or RMP roles, that organization must be a market participant. More information on these roles and their relationship to a resource can be found in Section 3.1.5 of Market Manual 1.5: Market Registration Procedures. A list of the mandatory contact roles and the associated organization role that assigns them during CMP authorization is found below.

#### 6.7 What are the mandatory contact roles associated with CMP authorization?

The following are the mandatory contact roles associated with CMP authorization. Online IESO will recognize if any of these contact roles were assigned during CAP authorization and will transfer them over to the CMP.

Organization Role that Assigns	Contact Role	Responsibility
Owner/MMP/RMP	Invoice and Banking	Contact responsible for submitting, approving and maintaining the organization's banking information. This contact will be automatically transferred over from the CAP authorization.
Owner/MMP	Prudential Requirements	Contact responsible for managing information with regards to collateral funds submitted for prudential support obligations
Owner/Operator/MMP/RMP	Emergency Preparedness Plan	Contact responsible for submitting and updating the Emergency Preparedness Plan
RMP	Dispatch Data Submitter	Contact responsible for submitting and/or changing the real-time bids, offers or schedules
Owner	Equipment Registration Specialist	Contact responsible for submitting registration requests and the related facility, resource and equipment information, and modifying third party viewership
ΜΜΡ	Revenue Metering	Person responsible for viewing the master data for registered meter installations and in-flight data submitted during a meter registration request. The Revenue Metering Contact for a transmitter organization is responsible for approving Site Registration Reports for transmission delivery points

Organization Role that Assigns	Contact Role	Responsibility
ММР	Notice of Disagreement	Contact responsible for managing documentation and information in the Notices of Disagreement process
Operator	Control Room Section	Participant organization section or the control center responsible for 24/7 real-time operational matters related to the control room

#### 6.8 How do I post prudential support?

All CAPs with a capacity obligation must post prudential support as a part of completing its authorization as a CMP, and are encouraged to do so at least 60 days prior to the start of the obligation period. Refer to auction timelines posted online for exact dates and other details.

The prudential support posted by a market participant to satisfy a capacity obligation must be in the form of a guarantee or irrevocable commercial letter of credit, which in both cases must be in a form acceptable to the IESO and provided by a:

- Bank named in a Schedule to the Bank Act, S.C. 1991, c.46 with a minimum Standard and Poor's long-term credit rating of "A" or equivalent from an IESO acceptable major bond rating agency; or
- Credit union licensed by the Financial Services Commission of Ontario with a minimum Standard and Poor's long-term credit rating of "A" or equivalent from an IESO acceptable major bond rating agency.

The steps to post prudential support in Online IESO can be seen in <u>Appendix D: How to Authorize as</u> <u>a Capacity Market Participant</u>.

#### 6.9 Can the prudential support be fulfilled by a third party?

Yes, the prudential support may be provided to the IESO by a third party organization on behalf of a CMP. If this is done, the CMP is still ultimately responsible and accountable for the facility's compliance with the Market Rules and all registration of equipment.

## 6.10 Does a generation or storage facility contributing to a generator-backed capacity import resource need to be registered in Ontario's market?

No, but the owner of the facility (as defined in the attestation found in Appendix H of Market Manual 12) must be registered to participate in the IESO-administered markets. During the capacity enrollment process, the participant will have to provide a number of details about the facility and attest to meeting a number of eligibility requirements. To satisfy the obligation, the participant must also be authorized as an Energy Trader. The deadlines to complete these activities can be found in the Auction Timelines document on the capacity auction webpage.

#### 6.11 How do I register a new DR resource?

A CMP that receives a capacity obligation for a physical DR resource that did not participate in the energy market at the time of capacity enrollment (a "future" DR resource) must register their facility with the IESO to meet their capacity obligation. This process involves registering the resource, which should be started in advance of the auction, and assigning the resource to a capacity obligation in Online IESO in the forward period. When registering the resource, the attributes provided for registration must be the same as those entered as a placeholder during capacity enrollment.

Note that this registration process may take several months so it will need to be started well in advance of the auction. The IESO recommends starting at least eight months in advance for new physical facilities, and at least 4 months in advance for any modification to existing facilities. See Market Manual 1.5: Market Registration Procedures and the <u>Market Registration</u> <u>Process Schedule</u> for details on registration timelines.

If the physical DR resource is non-dispatchable, it is registered as an HDR resource, and if it is dispatchable it is remains registered as dispatchable load. If a physical non-dispatchable load is participating as a contributor to a virtual HDR portfolio it is registered through the contributor management process.

New virtual DR resources that are not revenue metered by the IESO are therefore non-dispatchable must be registered as HDR during the forward period. A CMP registering virtual DR resources can only register one resource, per capacity obligation, per contributor type (residential or commercial/industrial/institutional as applicable) in a given zone.

#### 6.12 How do I assign my new physical DR resource to my capacity obligation?

The steps to assign a physical DR resource to a capacity obligation are shown in <u>Appendix F: How to</u> <u>Assign a Physical DR Resource to an Obligation</u>. These steps apply to new physical HDRs or dispatchable loads.

## 6.13 Do I need to assign my capacity obligation if I am not a new physical DR resource?

No. The capacity obligation will automatically be assigned in Online IESO to the CAR identified during capacity enrollment.

#### 6.14 Contributor Management

Contributor Management is a process for virtual HDR resources to submit required information about their contributors to the IESO using Online IESO. This process is completed during the forward period and continues on a monthly basis during the obligation period. For step by step instructions on using contributor management in Online IESO, refer to <u>Appendix G: How to Manage Contributors for Virtual HDR Resources</u>.

#### 6.14.1 Who submits information through contributor management?

CMPs with virtual HDR resources must submit contributor information through the contributor management process. This includes both virtual contributors (those that are LDC revenue metered) and physical contributors (non-dispatchable loads that have an IESO Revenue Meter).

#### 6.14.2 When do I register contributor(s) to the IESO?

CMPs must register contributor(s) within the submission window occurring prior to the start date of the effective month. Find the timelines of this window on the Market Calendars page found on the IESO website.

All contributor management submission(s) can come in within the two specific submission windows, but must come in no later than the 14th business day before the start date of the effective commitment month. The two submission windows are:

- Early Submission During this window the IESO will provide an early review and comment. Participant will have approximately 2 business days to re-submit with their changes by the deadline.
- Final Submission Deadline to submit contributor management request. The IESO will provide a final review and comment 2 business days before the start of the effective commitment month.

#### 6.14.3 What categories of DR resources are contributors registered for?

There are two categories of DR contributors that can be registered:

- 1. Virtual HDR consisting of commercial, industrial, institutional and/or non- dispatchable loads (C&I). These loads (or contributors) can be classified as:
  - a. Virtual C&I contributors, and;
  - b. Physical C&I contributors;
- 2. Virtual HDR consisting of residential, smart-metered loads are classified as:
- 3. Virtual residential contributors
#### 6.14.4 What information do I submit through contributor management?

The submission requirements for all types of contributors can be found in Section 5.2.1 of Market Manual 12.

## 6.15 How do I transfer my capacity obligation?

An organization can choose to request a full or partial transfer of their capacity obligation to another organization, or to itself (i.e. a different CAR in its own portfolio). The request to transfer is done in Online IESO and must be received by the IESO during the forward period, no later than 14 business days prior to the start of the obligation period. For step-by-step instructions on how to complete a capacity obligation transfer request, see <u>Appendix I: How to Complete a Capacity Auction Transfer</u> <u>Request</u>.

## 6.16 Where do I find the information required to enable my transfer?

The post-auction report includes the information required to enable transfers.

### 6.17 How are obligation transfers assessed?

We assess transfers using the following criteria:

- Assessed in the order received;
- When the transfer is occurring between two different organizations, the transferee must confirm that it accepts the new/additional capacity obligation. The transfer will not be considered until the IESO receives this confirmation.
- The transferred amount of capacity is less than or equal to the difference between the transferee's enrolled capacity and the amount of capacity they already have an obligation for in the same obligation period;
- For both transferee and transferor, the resulting obligations cannot be between 0 and 1 MW (but can be 0 MW and can be equal to or greater than 1 MW)
- The transferred capacity is of the same obligation type (either physical or virtual). For clarity, a physical DR resource can transfer to any physical capacity generation resource; virtual DR resources can only transfer to other virtual DR resources;
- The capacity transfer does not result in any zonal, import capacity, or interface limit exceedances;

## 6.18 Can I transfer an obligation within my own organization?

Yes, as long as the obligation transfer meets all of the eligibility requirements. In these cases, the consent from the transferee is not required.

CAPs that registered multiple virtual HDR resources in a given zone (i.e., that registered a separate resource for C&I and for Residential) during the pre-auction period may transfer capacity obligations across these two resources. The sum of the auction capacity committed to these two resources cannot exceed the sum of the enrolled capacity in pre-auction for these two resources.

# 6.19What clearing price will I receive if I accept a transfer from a different zone?

If the capacity being transferred is from a zone with a different clearing price than the zone the recipient resource is located in, the resource will be settled using a blended price based on the clearing prices from both zones.

# 6.20 Can I transfer a capacity obligation from a "future" resource to an existing resource?

Yes, a CMP may choose to transfer an obligation from the "new" resource" to the existing resource as long as both resources have gone through the capacity enrollment process and the transferred capacity amount is less than or equal to the difference between the transferee's capacity and the amount of capacity they already have an obligation for in the same obligation period.

### 6.21 How do I know if a zone is congested?

A zone is considered 'congested' if a zonal clearing price in that zone was set below the Ontario-wide clearing price. The public post-auction report shows this information.

## 6.22 How do I buy-out of my capacity obligation?

If you are a CAP or CMP and were successful in the auction, you can buy-out of your capacity obligation at any time during the forward period or the obligation period. You initiate a buy-out by emailing the IESO's Customer Relations with the following information:

- Capacity obligation ID;
- Buy-out obligation period;
- · Electrical zone for which you would like to buy-out;
- Effective date of buy-out; and

Amount of capacity (in MW) that you would like to buy-out ('buy-out capacity').

The *IESO* will review the buy-out request within two business days. At the end of this review period, the IESO either approves or rejects the buy-out request. On approval, the buy-out is valid from the effective date of the buy-out until the end of the associated obligation period. The effective date will be no sooner than the 2 business days following the date the IESO received the request.

The IESO will process the buy-out request within five business days after approval and notify the participant of the buy-out charge

• What is the buy-out charge?

The calculation of buy-out charge for each buy-out request is as follows:

 $50\% \times \sum_{d=1} n CBOC_K \times CAPC \times (1 - CNPF_m)$ 

#### Where:

- `d' is a business day
- `n' is the range of business days from the buy-out effective date to the end of the obligation period
- 'm' is the month that corresponds to the business day
- 'CBOCk' is the buy-out capacity
- 'CACP' is the capacity auction clearing price
- 'CNPFm' is the non-performance factor for the applicable month

The <u>IESO Charge Types and Equations</u> provides the buy-out charge calculation.

The non-performance factors referenced in the buy-out charge calculation are listed in Section 6.1 of Market Manual 12.

## 6.23 What is the purpose of the buy-out charge?

The buy-out charge is meant to provide partial compensation to the market when a CAP or CMP vacates their capacity obligation. Availability payments reflecting the reduced capacity obligation amount is made to the CMP from the effective date of the buy-out. The 50% charge helps ensure good-faith participation in the capacity auction while allowing some flexibility/liquidity in lieu of rebalancing auctions. The charge also encourages CMPs to proactively inform the IESO if they are not able to meet their capacity obligations.

## 6.24 What happens to my deposit and prudential support after I buy-out?

For a full buy-out request, the pre-auction deposit will be refunded, if applicable, and the capacity prudential support will be reduced to zero. The deposit will be refunded following receipt of the buy-out payment.

For a partial buy-out request, the prudential support obligation will be revised to reflect the new obligation, and the difference will be refunded after receipt of the buy-out payment.

## 7. Commitment Period Activities

The commitment period is the entire length of time over which each auction will commit capacity; the capacity auction has a one-year commitment period made up of two obligation periods. This chapter provides details regarding activities conducted during the commitment period.

All resources must participate in the energy market to satisfy their capacity obligation. For DR resources, there are two ways that you may participate in the energy market; if you can respond to a 5-minute dispatch instruction, you may participate as a dispatchable load. If you cannot, then you may participate as an HDR participant. This section provides additional information for CMPs with a capacity obligation, beyond what is available in other energy market participation workbooks.

### 7.1 What does the energy market participation entail?

All CMPs are expected to meet their capacity obligations by participating in the energy market. Participation activities include:

- Submitting dispatch data for all hours of the availability window in the DACP and in the real-time market;
- Submitting outage requests if required; and
- Responding to test activations.

For information on participating in Ontario's Energy Market, see the Introduction to Ontario's Physical Markets workbook located on the Training Materials webpage. For information on how to submit, revise or cancel energy offers, see the Energy Market Interface guide: Submitting, Revising and Cancelling Energy Bids, located on the Participant Tool Training webpage.

## 7.2 What is the availability window?

The availability window is:

- Summer (May to Oct): Business Days, 12:00 to 21:00 EST
- Winter (Nov to Apr): Business Days, 16:00 to 21:00 EST

## 7.3 What are test activations?

For most capacity auction resources, two test activations may be scheduled during each obligation period. These tests will be scheduled during the applicable availability window. During the test, you are expected to demonstrate a reduction in energy withdrawal or increase in energy production equal to or exceeding your capacity obligation. Failure to perform a successful test activation may result in one or more of the following:

- Non-performance charges;
- A subsequent test activation; and/or
- A compliance investigation.

For generator-backed imports resources, one test needs to be self-scheduled during each obligation period. These tests must be scheduled for four consecutive hours within the applicable availability window. During the test, you are expected to demonstrate the capability to inject at least 95% of the generator-backed import resource's cleared obligation.

## 7.4 When are tests performed?

The IESO may direct capacity auction resources to perform up to two activation tests per obligation period to verify that the resource is capable of satisfying its capacity obligation. Tests will be scheduled to occur during the availability window of the dispatch day.

Generator-backed capacity import resources perform one test activation per obligation period, selfscheduled by the participant any time in the first 2 months of the obligation period.

More information on testing can be found in section 5.3.3 of Market Manual 12: Capacity Auctions.

## 7.5 Are all resources subject to the same testing protocols?

No. The duration of the test, notice of upcoming test, and assessment can differ by resource type. A summary of the testing protocols by resource is below.

	Duration of Test	Notice	Assessment
Dispatchable Load	Up to 4 hours	Up to 1 hour	Quantity of energy withdrawn for each interval must equal or exceed capacity obligation
HDR Resource	Up to 4 hours*	1 day	At least 85% of the capacity obligation must be delivered on an hourly basis. Refer to Section 5.3.3 of Market Manual 12 for further details.
Capacity Generation Resource	Up to 4 hours (may be constrained on longer due to Minimum Generation Block Run Time)	Quick start: Up to 1 hour Non-quick start: 1 business day	Quantity of energy injected for each interval must equal or exceed capacity obligation

Table 5: Testing Protocols by Resource

	Duration of Test	Notice	Assessment
Capacity Storage Resource	Up to 4 hours	Up to 1 hour	Quantity of energy injected for each interval must equal or exceed capacity obligation
System- backed Capacity Resource	Up to 4 hours	A constraint is applied up to 2 hours in advance of test, resulting in schedule in PD-1	Quantity of energy scheduled for each interval must equal or exceed capacity obligation
Generator- backed Import Resource	Up to 4 hours	Self-scheduled	At least 95% of the capacity obligation must be injected on an hourly basis. Refer to Section 5.3.3 of Market Manual 12 for further details.

\* If an HDR resource successfully demonstrates performance at full capacity obligation while recognizing dead-bands through a four-hour test or in-market activation, it will be subsequently tested for less than a four-hour duration. Following a successful performance, HDR resources can be tested for a reduced duration until failing a test or in-market activation upon which another requalifying four-hour test would be required. The IESO will maintain discretion to increase the test duration for an HDR resource back to four hours to assess the HDR's response at any time. A second test within an obligation period will not be required if an HDR resource successfully delivers its full capacity obligation through a test or in-market activation during that obligation period. More information is available in Section 5.3.3 of Market Manual 12.

## 7.6 Energy Market Participation for Demand Response Resources

CMPs using either dispatchable loads or HDRs must submit dispatch data for all hours of the availability window for their capacity obligation. To ensure CMPs comply with this energy market must-offer requirement, CMP's using either dispatchable loads or HDRs are subject to an availability assessment. The availability assessment looks at whether energy bids for the hours of availability were submitted and maintained from day-ahead, pre-dispatch and through to real time and compares them against the capacity obligation. An eligible energy bid for the availability assessment performance is a bid greater than, but not equal to, the bid price threshold (\$100/MWh) and less than, but not equal to, the Maximum Market Clearing Price (MMCP) of \$2,000. CMPs must submit ramp up and ramp down values for each HDR resource that is equal to the capacity of the HDR resource. For example, an HDR resource with a capacity of 10 MW would submit ramp up and ramp down values.

#### 7.6.1 What is the Standby Report?

The Standby Report allows a participant with an HDR resource to receive a notice that you may receive an activation on the dispatch day. HDR participants should monitor the Standby Report for a Standby Notice from 15:00 EST day ahead until 07:00 EST on the dispatch day. There are two ways that a Standby Notice can be triggered. The first way is in-market price-based trigger. You will receive an in-market Standby Notice when the pre-dispatch shadow price for an HDR resource for at least one hour of the availability window is \$100 or greater. The second way is an out-of-market, or administrative trigger. You will receive an administrative Standby Notice for a test activation, or as a Control Room action taken to manage system conditions in the lead up to or during an emergency operating state (in the event you have not already received an in-market Standby Notice).

If you receive a Standby Notice, you must monitor for an Activation Notice. Note that you can be sent an in-market Standby Notice, and then be sent an administrative Activation Notice in the lead up to or during an emergency operating state. If you do not receive a Standby Notice for a given dispatch day, remove your bids by 09:00 EST. If you fail to remove your bids:

- You may still be activated; and
- If when activated you fail to deliver your scheduled quantity within the stated dead-bands, you may be subject to charges/sanctions.

You can access the Standby Report by going to the <u>IESO Reports Page</u> and logging in to your confidential Participants Report. Select the Standby Report from your reports. Following is a sample report:

#### Figure 3: Demand Response Standby Report

#### **Demand Response Standby Report**

For MP1 Created at Feb 10, 2016 06:45:00 For Dispatch Day Feb 10, 2016

Resource Name	Standby Notice Issued
RESOURCE_1	Yes
RESOURCE_2	Yes

#### 7.6.2 How do HDR resources know when they are activated?

An Activation Notice will be issued approximately 2 hours and 30 minutes in advance (but no later than 2 hours in advance) of the start of the first dispatch hour to which it relates. You should start monitoring at 09:00 EST and can stop monitoring at 18:00 EST. There is no requirement to remove your bids if you do not receive an Activation Notice.

You can access the Activation Report by going to the <u>IESO Reports Page</u> and logging in to your confidential Participants Report. Select the Activation Report from your reports. A sample report is shown below:

#### Figure 5: Demand Response Activation Report

	•				Den	nand	Res	pons	e Act	ivati	on R	epor	t													
· 7	Connecting Today. Powering Tomorrow.					Cre	ated a		10, 20: 10, 20:		30:00															
	Resource Name												Sch	duled 1	1W for H	lour										
	Resource Maine		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
		Energy Bid (MW)													15	15	15	15								
	RESOURCE_2	Energy Schedule (MW)													10	9	8	7								
		DR Curtailment (MW)													5	6	7	8								
		Energy Bid (MW)															20	20	20	20						
	RESOURCE_1	Energy Schedule (MW)															10	9	8	7						
		DR Curtailment (MW)															10	11	12	13						

## 7.6.3 What is the difference between an in-market and emergency activation of HDR resources?

An in-market or economic activation of HDR resources is dependent on two conditions:

- 4. A price-based trigger for a Standby Notice, issued prior to 07:00 EST on the dispatch day. A Standby Notice is issued when the pre-dispatch shadow price for at least one hour of the availability window is \$100 or greater; and
- 5. An Activation Notice, issued when the pre-dispatch schedule of an HDR resource three hours prior to dispatch (also called PD-3) is lower than the resource's total bid quantity for at least one hour of the availability window.

An out-of-market or emergency activation of HDR resources occurs as a result of actions taken by the Control Room to avoid the declaration of an emergency operating state or to manage it after it has been declared. For clarity, the declaration of an emergency operating state (including Energy Emergency Alert Level 1, or EEA-1) is not a required condition to activate HDR resources. As per MM 7.1, Appendix B, the IESO can activate HDR resources leading up to and during an emergency operating state depending on the specific circumstances and conditions of the IESO-controlled grid.

An emergency activation of HDR resources is dependent on two conditions:

- 6. HDR resources can be placed on standby administratively by the Control Room if it is they are not already on standby through the in-market price-based trigger. Similar to in-market standby timelines, resources receive a Standby Notice between 15:00 EST of the day-ahead and 07:00 EST of the dispatch day.
- 7. The IESO may choose to activate HDR resources that were previously put on standby, whether the resource was placed on standby through an administrative control action or the in-market price-based trigger. Similar to in-market activation timelines, the Activation Notice is issued approximately 2 hours and 30 minutes in advance (but no later than 2 hours in advance) of the start of the first dispatch hour to which it relates. The Control Room can activate HDR resources based on where in the province demand reduction is needed, meaning not all HDR resources will necessarily be activated.

The two actions above are based on a prescribed list called the Emergency Operating State Control Action (EOSCA) list, which reflects the hierarchy of control actions available to the IESO leading up to and during an emergency operating state. The list can be found in Market Manual 7.1, Appendix B.

#### 7.6.4 Are participants compensated for out-of-market activation of HDR resources?

HDR resources are compensated for both test activations and emergency activations (i.e. out-ofmarket activations). While the payment for test activation is \$250/MWh, the payment for an emergency activation is based on bid price, the Hourly Ontario Energy Price (HOEP) and the quantity of demand response capacity curtailed). The quantity of demand response capacity curtailed is capped at the lesser of the capacity obligation, the HDR resource's registered capability, the maximum quantity of the demand response energy bid for the resource, and the quantity of auction capacity that the resource was activated for. See Market Manual 5.5, Section 1.6.26.2A, and charge type 1320 in the IESO Charge Types and Equations document for more details.

#### 7.6.5 What is the process for updating bids, including the timeline for updating bids?

Submitted bids can be changed freely until the mandatory window (2 hours before the first dispatch hour). Per Market Manual 7.3, Section 4.2.4, for any quantity, CMPs whose HDR resources received an Activation Report with an Activation Notice on the dispatch day are required to notify the IESO Control Room by telephone as soon as practical if they are unable to provide their activation amount.

HDRs require approval to update dispatch data within the mandatory window and must notify the Control Room if they need to update their bids between the time they are activated (approximately 2 hours and 30 minutes prior to the dispatch hour) and the start of the mandatory window (2 hours before the first dispatch hour), and subsequently must reduce their DR capacity to reflect the updated bid.

#### 7.6.6 After the initial activation hour, can I still revise my bids for the remaining hours?

As per Market Manual 4.2, Section 1.3, CMPs that have HDR resources are responsible for submitting bids in the real-time energy market that are consistent with their resources' actual available capacity in the required timeframe, and make changes to the bid data if their resources' actual capacity availability should change for any reason. If CMPs are unable to provide their capacity obligation, then they must submit appropriate bids that reflect their updated capability. Submitting bid that are inconsistent with actual capacity availability places CMPs in violation of Market Rules and exposed them to enforcement actions.

In the event an HDR resource's available capacity changes after the initial activation hour, CMPs can call the Control Room to request approval to change their bids (solely to the quantity element of their bids) for the rest of the activation hours. For example, if it is a four-hour activation starting from hour 13 and lasting until and including hour 16, the resource can request to change the bid for hour 16 during hour 14. Control Room approval is required for any bid update within the mandatory window.

Note that if HDR resources have reduced their consumption during the dispatch hour and are able to maintain that reduction for the hours they are scheduled, bids are to stay the same and do not need to be updated.

#### 7.6.7 I have a dispatchable load. How do I take an outage?

If you are a dispatchable load, then continue the process of submitting outages as per Market Rules. Details on the Outage Management Process are in Market Manual 7.3: Outage Management, available on the <u>Market Rules and Manuals Library webpage</u>.

#### 7.6.8 I have an HDR resource, when and how do I submit a non-performance event?

A non-performance event occurs when an HDR resource is not able to deliver 5 MW of capacity or greater. Participants with HDR resources are required to maintain records of non-performance events during the obligation period and these records must be maintained for 1 year from the end of the commitment period. The records must contain the following details:

- Subject
- Sentence describing the event
- Resource Name
- Trade Date(s)
- Hours of Reduced DR Capability
- Registered Maximum DR Capability
- Reduction in DR Capability
- DR Capability during Non-Performance Event
- Description of action taken to manage energy bids

For any MW amount, any participant whose HDR resource received an activation notice on the dispatch day and are unable to deliver the full activation amount must call the Control Room. More information on how and when to submit non-performance events is detailed in Market Manual 7.3, Section 4.2.4.

## 7.6.9 If an HDR resource is activated during an Emergency Operating State is performance voluntary?

Out-of-market activations, like energy market activations, are not optional and non-performance charges (e.g., dispatch/administrative) are also applicable to emergency activations. A compliance investigation can be performed by the IESO in the case of a failure of a demand response resource to delivery their scheduled quantity of demand response capacity when activated to do so.

#### 7.6.10 When should I call Customer Relations versus the Control Room?

During business hours market participants should contact IESO Customer Relations if there are any questions regarding the issued standby/activation notices. Outside of business hours market participants should contact the Markets area of the Control Room.

HDR resources require Control Room approval to update dispatch data within the mandatory window, and must notify the Control Room if they need to update their bids between the time they are activated (approximately 2 hours and 30 minutes prior to the dispatch hour) and the start of the

mandatory window (2 hours before the first dispatch hour), and subsequently must reduce their DR capacity to reflect the updated bid.

General inquiries about demand response participation should be directed to Customer Relations at <u>customer.relations@ieso.ca</u>.

## 7.7 Energy Market Participation for Capacity Generation Resources

#### 7.7.1 How do I take an outage?

If you are a generator, then continue the process of submitting outages as per Market Rules. Details on the Outage Management Process are in Market Manual 7.3: Outage Management, available on the Market Rules and Manuals Library webpage.

#### 7.7.2 How do I submit offers?

Generation resources continue to participate in the energy market as normal, as set out in Market Manual 9.2: Submitting Operational and Market Data for the DACP, and Market Manual 4.2: Submission of Dispatch Data in the Real-Time Energy and Operating Reserve Markets.

As part of the capacity obligation, generation resources are subject to an availability assessment. The availability assessment looks at the generator's energy offers day ahead for all hours of the availability window and compares them against the capacity obligation. During pre-dispatch, we will check that you've maintained these offers subject to the most restrictive of the following parameters:

- 1. Generator's Elapsed Time to Dispatch;
- 2. Minimum Generation Block Down Time; and
- 3. 2-hour Mandatory Window.

#### 7.7.3 Will the dispatch process change?

No. Capacity Generation Resources are committed, scheduled, and dispatched on a five-minute interval using the existing day-ahead and real-time scheduling process.

## 7.8 Energy Market Participation for Capacity Storage Resources

#### 7.8.1 How do I take an outage?

Continue the process of submitting outages as per Market Rules. Details on the Outage Management Process are in Market Manual 7.3: Outage Management, available on the Market Rules and Manuals Library webpage.

#### 7.8.2 How do I submit offers?

Storage resources continue the normal process of submitting energy offers, as set out in Market Manual 9.2: Submitting Operational and Market Data for the DACP, and Market Manual 4.2: Submission of Dispatch Data in the Real-Time Energy and Operating Reserve Markets.

As part of the capacity obligation, storage resources are subject to an availability performance assessment. The availability assessment looks at the energy offers submitted for the DACP, through to pre-dispatch and until real time, and compares them to the capacity obligation. If the storage resource receives a dispatch during the availability window, the availability assessment will not be performed on the remaining energy offers for the rest of that day's availability window.

#### 7.8.3 Will the dispatch process change?

No. Capacity storage resources will continue to be scheduled and dispatched per the IESO's Market Manual 4.3 – Real Time Scheduling of the Physical Markets.

## 7.9 Energy Market Participation for System-backed and Generator-Backed Capacity Import Resources

#### 7.9.1 How do I take an outage?

System-backed capacity import resources are not required to submit outages. Generator-backed capacity import resources must submit outages as described in Market Manual 7.3: Outage Management, available on the Market Rules and Manuals Library webpage.

#### 7.9.2 How do I submit import offers?

Offers should continue to be submitted per the normal process with two process additions. When choosing the boundary entity resource for submitting offers during the availability window, capacity import resources must use the boundary entity resource designated for system-backed capacity imports and associated with the control area that the resource is located in.

In addition, when submitting an e-tag, for system-backed import offers the letters "SCAP" must be included in between the Balancing Authority identification. For generator-backed capacity import offers will be required to include the letters "GCAP" in between the Balancing Authority identification. More information on submitting offers for import resources can be found in Market Manual 9.2: Submitting Operational and Market Data for the DACP, and Market Manual 4.2: Submission of Dispatch Data in the Real-Time Energy and Operating Reserve Markets.

As part of the capacity obligation, import resources are subject to an availability assessment. The availability assessment looks at the energy offers submitted for the DACP, through to pre-dispatch, and compares them to the capacity obligation.

#### 7.9.3 Will the dispatch process change?

No. Capacity import resources will continue to be scheduled and dispatched per the IESO's Market Manual 4.3 – Real Time Scheduling of the Physical Markets.

#### 7.9.4 What is a capacity import call?

If the IESO is forecasting or experiencing an adequacy shortfall, a capacity import call may be issued to generator-backed capacity import resources. As part of the call, the IESO may request a MW quantity, up to the obligation amount, for a specific hour or set of hours. The participant will then be responsible for getting scheduled in the market for that MW amount, during the hours requested. More information can be found in Market Manual 4.3: Real-time Scheduling of the Physical Markets.

### 7.10 Settlements

Market participants are settled using the physical markets settlement process for both payments and non-performance charges. Non-performance charges resulting from a failure to satisfy capacity obligations are intended to incentivize compliance, ensure integrity of the electricity market and avoid the IESO paying for the capacity that has not been provided. Payment and charges described in this section are assessed and calculated for each resource registered by the market participant to fulfill the capacity obligation.

#### 7.10.1 Availability Payment

The Availability Payment equation for each settlement month of the obligation period is calculated as follows:

Availability Payment =  $\sum_{h=1}^{n}$  Capacity Obligation × Availability Rate

Where:

- "h" represents an hour within the Hours of Availability for the month;
- "n" is equal to the number of Hours of Availability in the business days of the settlement month;
- "Capacity Obligation" is the Capacity Obligation in MW secured through a Capacity Auction; and
- "Availability Rate" is the Hourly Auction Clearing Price (\$/MWh), calculated based on the Auction Clearing Price (\$/MWh-day)

#### 7.10.2 Non-Performance Charges

#### 7.10.2.1 What are non-performance charges?

Non-performance charges promote compliance with Capacity Obligations. There are four types of charges that may apply:

- Capacity Charge;
- Availability Charge;
- Administration Charge;
- Dispatch Charge;
- Deficiency Charge; and
- Import Call Failure Charge

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#### 7.10.2.2 What is the capacity charge?

Capacity charges are settlement charges applied to all capacity auction resources that fail a test activation. In addition, non-performance in a test may be flagged for compliance assessment and may result in IESO Sanctions. The capacity charge is capped at one charge per month and is applied per capacity obligation, rather than the cumulative capacity obligations per CMP.

Non-performance, or not delivering capacity in the energy market in a test activation, will result in a capacity charge equal to one month's Availability Payment:

 $-1 x Availability Payment_m$ 

#### 7.10.2.3 What is the availability charge?

The availability charge is a settlement charge applied to all CMPs that do not make their capacity available in the energy market. The availability charge for the obligation is calculated each business day as follows:

 $= \sum_{h=1}^{n} -1 \times Max(0, (Capacity_d - Bid \text{ or } Offer Qty_h)) \times Availability Rate \times NPF_h$ 

Where:

- "d" represents a business day in the month;
- "h" represents an hour within the Hours of Availability for day "d";
- "n" is equal to the number of Hours of Availability for day "d";
- "Capacity" is the Capacity Obligation secured through an auction effective for day "d";
- "Bid or Offer Qty" is the Quantity from the price-quantity pair of the DR energy bid for hour "h" for loads or the Quantity from the price-quantity pair of the energy offer for hour "h" for generators, storage, and imports;
- "Availability Rate" is the Hourly Auction Clearing Price (\$/MWh); and
- "NPF" is the Non-Performance Penalty Factor for the hour "h" of the settlement month.

#### 7.10.2.4 What is the administration charge?

This charge applies to HDR resources that are not revenue metered by the IESO, i.e. virtual HDR resources, as well as generator-backed import resources.

Participants with virtual HDR resources must submit measurement data associated with their contributors to the IESO which in turn is used for settlement. <u>Appendix H: How to Submit Demand</u> <u>Response Measurement Data</u> describes how to complete this using Online IESO. Failure to submit measurement data (monthly and historical for the months an activation was received for C&I HDR resource, or only for activation days in a month for residential HDR resource) by the applicable deadline will result in an administration charge for the entire month.

Participants with generator-backed capacity import resources must submit data as part of their test activation by a specific deadline. If data is not provided in a timely, complete or accurate manner, the administration charge applies.

The charge is calculated as follows:

 $-1 x Availability Payment_m$ 

Where 'm' is the month that is being settled.

### 7.10.2.5 What is the dispatch charge?

The dispatch charge is a settlement charge applied only to physical HDR and virtual C&I HDR resources. This charge is used to ensure physical HDR and virtual C&I HDR resources are compliant with dispatch instructions. For greater clarity, the dispatch charge does not apply to virtual residential HDR resources.

The hourly charge will be applied when a physical HDR or virtual C&I HDR resource fails to reduce their consumption below the expected level during each 5-minute interval of the hour within an activation window. Compliance is assessed by comparing the resource's consumption during activation against its baseline. The baseline is calculated using the most recent high 15 of 20 measurements and an in-day adjustment factor. Additionally, a 15% upper deadband is used when comparing the reduction in the resource's consumption against the dispatch charge is calculated against the difference between the maximum bid and the constrained schedule even if you partially reduced. If activated, missing measurement data submission also results in capacity and dispatch charges.

The dispatch charge applies to all activations.

### 7.10.2.6 What is the deficiency charge?

This charge applies only to generator-backed capacity import resources. It applies if the capacity that was secured as part of the capacity obligation is found to be committed to another jurisdiction at any time during the obligation period (over committed capacity). The charge applied is equal to 1.5 times the availability payment for the entire obligation period.

#### 7.10.2.7 What is the import call failure charge?

This charge applies only to generator-backed capacity import resources if they fail to deliver the capacity called upon during a capacity import call. The charge is equal to one month's availability payment.

## **7.10.3** Does performance during an activation impact the assessment of another activation in the month?

Performance during a given activation does not impact the performance assessment for another activation in the same month. This means that if a resource successfully delivers on their capacity obligation, within its deadband if applicable, for one activation, but does not on another, the non-performance charges will apply, despite other successful activation(s).

#### 7.10.4 What is the CA Settlements Data Files Report?

Because the DR settlement lags behind the normal settlement process by one month, the real-time market does not include all of the data participants need to reconcile their DR settlement. The CA Settlements Data Files Report supplements the other settlement data files to ensure that DR participants have all the information they need. Details on the CA Settlements Data Files

Report can be found in File Format Specification for Demand Response Data Files. The report can be accessed by logging on to the private reports site.

- The CA Settlements Data Files Report contains the following information:
- Header record: settlement month, settlement trade date and settlement type;
- Energy bids;
- Dispatch schedule data; and
- Measurement data for HDR resources not revenue metered by the IESO.

## 8. Additional Information

### 8.1 References

The following are available via the Market Rules and Manuals Library:

- Market Rules, Chapter 7, Section 18: Capacity Auctions
- Market Manual 5, Part 5.5: Physical Market Settlements Statements
- IESO Charge Types and Equations
- Market Manual 7, Part 7.3: Outage Management
- Market Manual 12: Capacity Auctions
- Market Manual 1.5: Market Registration Procedures

## 8.2 Marketplace Training

The following simulations are available via the <u>Participant Training Tool web page</u>:

- Guide to the IESO Portal
- Outage Coordination and Scheduling System (OCSS) CROW Web Client User Guide
- Submitting, Revising and Cancelling Energy Bids
- Submitting, Revising and Cancelling Energy Offers
- Submitting, Revising and Cancelling Import Offers and Export Bids
- Submitting, Revising and Cancelling Schedules and Forecasts

The following guide is available on the <u>Training Materials web page</u>:

- Communicating with the IESO: Dispatchable Loads
- Communicating with the IESO: Dispatchable Generators

## Appendix A: How to Authorize as a CAP

The following chapter provides an overview, followed by step-by-step screen captures, describing how to authorize as a Capacity Auction Participant (CAP) using the Online IESO web-based registration system.



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Step	Instruction	Picture		
1	Addison Manager Deuticidadia			
	Action: Manage Participation		🟈 ieso	
	Log in to the Online IESO		Username	
	web-based registration system using this link.		Password	
	Enter your Username and Password and click <b>Sign In</b> .		Remember me on this computer  Forgot your password?  Planned IT Outages	
			<b>Legal Disclaimer:</b> Attention to Participants: This system is owned and operated by the IESO, and all use of this system is governed by the Market Rules. As a registered Participant, you have received a unique and confidential User Account and Password from the IESO to access this system and you agree to maintain their confidentiality. You specifically agree that you are exclusively responsible for all access to and any activity on this system that occurs through the use of your User Account and Password. If you become aware of any unauthorized use of your User Account or Password, you agree to immediately notify the IESO. The IESO is not liable for any loss or damage arising from any unauthorized access or use of your User Account and Password. If you do not agree with these terms and conditions, immediately advise the IESO and do not login to this system.	

Step	Instruction	Picture
2	Click <b>Actions</b> on the menu bar at the top of the screen.	News Tasks (5) Records Reports Actions
	Click <b>Manage Participation</b> from the list of available action items displayed on the subsequent screen.	Image Capacity Export Request       Image Capacity Export Request       Image Capacity Export Request         Image Capacity Exports       Submit or update a request to pursue a Capacity Export Opportunity for my resord         Image Capacity Exports       Image Capacity Exports         Image Capacity Exports       Image Capacity Export Request         Image Capacity Exports       Image Capacity Exports         Image Capacity Exports       Image Capacity Export Request         Image Capacity Exports       Image Capacity Export Request         Image Capacity Exports       Image Capacity Exports         Image Capacity Exports       Image Capacity Exports         Image Capacity Exports       Image Capacity Exports         Image Capacity Exports       Image Capacity Export         Image Capacity Export       Image Capacity Export <tr< td=""></tr<>

**Choose Organization** 

## 3 The Choose Organization screen is displayed.

Select the check box corresponding to the organization that you wish to become authorized as a Capacity Auction Participant (CAP), and click **Next**.

LINC.
RG 1



Step	Instruction	Picture
4	The Select Participation Type screen is displayed.	News Tasks (1) Records Reports Actions III @ Appl
	In the <b>Action to Complete</b> drop-down list, select <b>Enter</b> <b>Market Participation</b> , and click <b>Next</b> .	Select Participation Type Request Number: 1960 Organization ID: 19705 Organization: TCA LOAD OR D: Select: Enter Market Participation Enter Program Participation Enter Service Provider Participation Enter Service Provider Participation
5	The <b>Market Participation</b> screen is displayed.	News Tasks (38) Records Reports Actions
	In the <b>Market</b> <b>Participation Type</b> drop- down list, select <b>Capacity</b> <b>Auction Participant</b> , and click Next.	Market Participation         Please choose a market participation for which authorization will be requested         Request Details         Request Number:       20322         Organization ID:       187554         Organization:       DEF COMPANY         Request Type:       Enter Market Participation         Market *       Capacity Auction Participant         Vour organization is eligible to participate in the Capacity Auction.       Vect Help?

Step	Instruction	Picture	
5	The <b>Required Tasks to</b> <b>Complete</b> screen is displayed for your review – click <b>Proceed</b> .	News       Tasks (1)       Records       Reports       Actions         Required Tasks to Complete         Listed below are the tasks that must be completed by the requesting organization for this participation type.         Request Details	III 🚺 App
	<ul> <li>Note: The following required tasks are applicable only to organizations with Demand Response Resources:</li> <li>Submit IESO Market Entry Application Fee Payment</li> <li>Confirm Connectivity to IESO Information System(s)</li> <li>Assign Contact Role(s)</li> <li>Submit Banking Information</li> </ul>	Request Number:       16806         Organization:       16706         Charlest Number:       Enderst Number Participation         Areserst Tyre:       Capacity Austria         Request Number:       Enderst Number Participation         Articipation:       The Austria         Submit ESO Market Entry Application File Payment       Content Connectivity Io ESO Information System(s)         Assign:       Content Connectivity Io ESO Information System(s)         Assign:       Submit Book Market Entry Application File Payment         Content Connectivity Io ESO Information System(s)       Assign:         Burnet Book Market Entry Application File Payment       Content Connectivity Io ESO Information System(s)         Market Names etco CollegeBrandom Heipst24       Market Payment etco CollegeBrandom Heipst24	Process

Instruction	Picture
For organizations with	
Capacity Generation	
Resources, some tasks	
are not required	
because they would	
have already been	
completed when the	
organization was first	
registered with the	
IESO.	
	For organizations with Capacity Generation Resources, some tasks are not required because they would have already been completed when the organization was first registered with the

#### 7

Task: Submit IESO Market Entry Application Fee

Click **Tasks** on the menu bar at the top of the screen.

Click Submit IESO Market Entry Application Fee for <your organization> from the list of available tasks displayed on the subsequent screen.

Click **Yes** to confirm that you accept the task.



Step	Instruction	Picture
8	The <b>Submit IESO Market</b> <b>Entry Application Fee</b> screen is displayed.	News Tasks (2) Records Reports Actions III ( Applan
	Click <b>Pay By Credit Card</b> to link to the external website where you can make the payment.	Submit IESO Market Entry Application Fee Prease process the required IESO markets Entry Application Fee Prease process the required IESO markets to the IESO's bank account (see account details below). Once you have successfully completed the payment, please select 1 have paid the IESO fer. All the required tasks will assigned only after this task is completed Request Details Programmation ID: 187405 Organization: TCA LOAD ORG 1
	Select the payment method that you used, and click <b>Paid</b> .	Request Type:       Enter Markot Participation         Participation Type:       Capacity Auction       Payment Information   Total Fee:  Static Payment  Credit Card   Pay Day Credit Card   Pay Day Credit Card  Pay Da
9	Click <b>News</b> on the menu bar at the top of the screen to view the Payment Received notification.	News       Tasks (6)       Records       Reports       Actions         Image: Search news       Image: Search news       Image: Search news       Image: Search news

Show 7 comments

1 minute ago

1 minute ago

F

IESO System Amy Apprep has approved banking information.

IESO System Banking information has been added

All > Updates

Participating

Kudos 🖀 Starred 🏫

Step	Instruction	Picture
10	You will also receive an email with the subject line	N/A
	Training Info for <your< td=""><td></td></your<>	
	organization>: Capacity	
	Auction Participant	
	Request. This email	
	provides you with valuable	
	links to training documents and contact information at	
	the IESO.	

#### 11

Task: Confirm Connectivity for Access Roles

Click **Tasks** on the menu bar at the top of the screen.

Click Confirm Connectivity for Organization Access Roles for <your organization>: Capacity Auction Request from the list of available tasks displayed on the subsequent screen.

Click **Yes** to confirm that you accept the task.



Step	Instruction	Picture
12	After you confirm that you are able to access your participant reports (at the this link) by logging in with your credentials, select the appropriate check box via the <b>Confirm Connectivity to</b> <b>IESO Information</b> <b>Systems</b> screen, and click <b>Confirm</b> .	News       Tasks (2)       Records       Reports       Actions

13 Click **News** on the menu bar at the top of the screen to view the confirmation notification that the task has been completed.



#### 14

#### Task: Assign Contact Roles

Click **Tasks** on the menu bar at the top of the screen.



Step	Instruction	Picture	
	Click <b>Assign Contact Roles</b> <b>for <your organization=""></your></b> from the list of available tasks displayed on the subsequent screen.		
	Click <b>Yes</b> to confirm that you accept the task.		
15	The <b>Add Mandatory</b> <b>Contact Roles</b> screen is displayed.	Add Mandatory Contact Roles Please assign the following contact roles, which are mandatory for this request. If the mandatory contact role(s) have already been assigned from a previous participation request there will not be any mandatory contact role to Request Details	assign in the Role(s) to Assign table below.
	Select the check box corresponding to Capacity Auction Contact (listed under Contact Role Name), and click <b>Assign Contacts</b> .	Request Number:       19,334         Organization ID:       197598         Organization ID:       197598         Organization ID:       Service CORP         Request Type:       Enter Market Participation         Participation Type:       Capacity Auction         Add Mandatory       Contact Roles         Please assign the following contact roles, which are mandatory for this request. If the mandatory contact role(s) have already been assigned from a previous participation request there will not be any to Kargin table below:         Existing role(s) already assigned for your organization	nandatory contact role to assign in the Role(s)
		Contact Role Name Description Min. Required No. of Existing	
	Note: During CAP authorization, the	No Rems available Role(s) to assign	
	-	Contact Role Name Description Min. Requ Capacity Auction Contact Person responsible for all tasks related to Capacity Auction. 1	0
	following contacts are	Invoicing and Banking     Person responsible for submitting and maintaining, or approving banking information for your organization.	0
	mandatory: 1) Capacity Auction	Need Help     http://www.ieso.ca/registration.help#2.5	
	Contact		Assign Contacts
	2) Invoicing and Banking		

Step	Instruction	Picture
	These contacts are	
	applicable to all	
	organizations regardless	
	of resource type. At a	
	minimum, one contact	
	is required per Contact	
	Role.	

16 The Choose Contact Type for Assignment screen is displayed for your review – click **By Person** to proceed.

E Save		
	Contact Type for Assignment	
Request Detai	IS	
Organization ID:	187405	
Organization:	TCA LOAD ORG 1	
Request Type:	Enter Market Participation	
Request Number:	18,660	
Participation Type:	Capacity Auction	
Contact Role	Details	
Contact Role Name:	Capacity Auction Contact	
Minimum Required:	1	
Maximum Permitted:		
Contact Type:	Person	

17       The Search for a         Registered Person screen       News Tasks (3) Records Reports Actions         is displayed.       Image: Search for a registered         To search for a registered       Search for a Registered Person         Registered Person       Reports Actions
person, enter the name of       Request Details         person, enter the name of       the registered person in the         search fields, and click       Request Vertice         Search for Person.       CalcAD ORG 1         Request Type: Enter       Const Hore         Const Hore       Const Hore         Search for Person.       Const Hore         Search for a Registered Person       Const Hore         Search for a Registered Person       Search for the registered Person

Step	Instruction	Picture
18	If a person is registered in the IESO database, that name appears in the <b>Search</b> <b>Results</b> via the <b>Select</b> <b>Registered Person</b> screen – select the corresponding check box, and click <b>Next</b> . Note: If a person is not	News       Tasks (3)       Records       Reports       Actions         Image: Stree       Stree       Stree       Stree         Stree       Stree       Stree       Stree         Request Details       Request Number: 1860       Stration ID: 187405         Organization ID: 187405       Organization: CALOAD ORG 1       Stree         Request Type: Enter Maket Participation       Participation Type: Capacity Aucton         Account Type: Person       Stree       Stree
	already in the IESO database, you must register that individual by clicking <b>Register New Person.</b>	Centact Role Cagacity Auction Contact Ner: Search Results Person ID Lest Name First Name Preferred Name Middle Name No Rems available If you do not see the correct person, please refine your search in the fields below. Person ID Last Name First Name

Repeat Steps 18 – 21 after selecting the check box corresponding to Invoicing and Banking listed under Contact Role Name.

ne(s	) to assign			
	Contact Role Name	Description	Min. Required	No. of Existing
✓	Invoicing and Banking	Person responsible for submitting and maintaining, or approving banking information for your organization.	1	0

Step	Instruction	Picture				
20	After all mandatary contact roles have been added, click <b>Done</b> .	News Tasks (3) Records		assigned from a previous participation reque	est there will not be any mandatory contact	trole to assign in the Role(1) to Assign Likite below
		Request Number: 18,660 Organization ID: 187495 Organization ID: 187495 Organization: TCA LOAD ORG Request Type: Enter Market Pa Participation Type: Capacity Auction Add Mandatory Contact Ro Piesse assign the to Assign Lable be	flicipation 3 <b>Dies</b> fotowing contact roles, which are mandatory for this request. If the mandatory contact in	e(s) have already been assigned from a pre	evious participation request there will not b	e any mandatory contact role to assign in the Role(s)
		Existing role(s) already assigned for Contact Role Name	your organization Description		Min. Required	No. of Existing
		Capacity Auction Contact	Person responsible for all tasks related to Capacity Auction.		1	No. of Existing
		Role(s) to assign Contact Role Name	Description	Min. Required	No. of E	Existing
			No 8	ems available		

Need Help http://www.ieso.ca/registration.help/#2.5

21 Click **News** on the menu bar at the top of the screen to view the notification confirming that this step has been completed.

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You will also receive an email confirmation notification with the subject line **IESO Notice** - Contact Update. This email confirms that the roles have been assigned.



Introduction to the Capacity Auction, 24/08/2022 | Public

Step	Instruction	Picture		
22	Assign optional contact roles (if applicable) in a similar manner to mandatory contact roles. Note: You can also add more than one person per contact role at this point.	Assign Optional Contact Roles Please assign any desired optional contact roles with this request. Note that you can only assign contact roles that are newly accessible as a result of this enrolment request. Contact roles that are already available must be assigned through Update Organization Request Details		
		Request Number: 19.334 Organization ID: 187598 Organization: GENX POWER CORP Request Type: Enter Market Participation		
		assign these contact roles, please select "Assign Contacts". If done, select "Done".	uest. Contact roles that are already available as a result of existing participations must be updated through the "Update Organization" action. To	
		Name Capacity Auction Contact	For Person or Section Person	
	point.	Information Technology	Both	
		Invoicing and Banking	Person	
		Need Help?     http://www.ieso.ca/registration.help/#2.6	Done Assign Contacts	

#### 23

#### Task: Submit Banking Information

Click **Tasks** on the menu bar at the top of the screen.

Click Submit Banking Information for <your organization>: Capacity Auction Request from the list of available tasks displayed on the subsequent screen.



Step	Instruction	Picture		
	Click <b>Yes</b> to confirm that you accept the task.			
24	The <b>Submit Banking</b> <b>Information</b> screen is displayed.	News Tasks (2) Records Reports Actions You have accepted this task. Return task to all assignees.		# REASSIGN © REJECT
	All fields marked with a red star are mandatory —	Submit Banking Information Please insert your organization's banking information. Only Canadian bank accounts are	acceptable. Please provide the address information for your bank branch.	
	complete the form and click <b>Continue</b> .	Organization ID: 187405 Request Type: Update Banking Informatiked Participation Type: Capacity Auction Bank Information Bank Name: Fifth Third Bank Branch Information	Organization: TCA LOAD ORG 1 Submitter Amy Apprep Request Number: 18660	
		Branch Name: Mississauga Transit Number: 12345 Country: CA Address Line 1: 123 test Address Line 2: Account Information	Province: ON City: mississauga Postal Code: R3T 275. Main Phone: 123-456-7890	

Account Number 12345 Bank Account Chris Beneficiary

25 Click **News** on the menu bar at the top of the screen to view the confirmation notification that the form has been completed.



Step	Instruction	Picture
26	A second user (Primary Contact, Authorized Representative or other Invoicing and Banking Contact role) must log in to the Online IESO web-based registration system in order to approve the banking information.	You are unable to approve the banking information in this task since the approver cannot be the same person who submitted the information. If you have accepted the task, please click the button below to return the task to the assignee group and request for another user at your organization to approve the banking information.
	Note: If the original user tries to complete this task, an error message is displayed.	
27	Task: Approve Banking Information	News       Tasks (2)       Records       Reports       Actions       Image: Control of Co

Step	Instruction	Picture
	The second user (separate	
	sign-in required) must accept	
	the task by clicking <b>Tasks</b> on	
	the menu bar at the top of	
	the screen, and then clicking	
	Approve Banking	
	Information for <your< td=""><td></td></your<>	
	organization>: Capacity	
	Auction Request from the	
	list of available tasks	
	displayed on the subsequent	
	screen.	
28	Click <b>Yes</b> to confirm that you accept the task.	N/A

Step	Instruction	Picture		
29	Review the information in the			
	form, confirm or edit as	News Tasks (2) Records Reports Actions		🎟 🌒 Appia
	required, and click Approve.	You have accepted this task, <u>Return task to all assignees</u> .		
		Submit Banking Information		
		Please insert your organization's banking information. Only Canadian bank accounts are acceptable. Please provide the address information for your bank branch.		
		Organization ID: 187405	Organization: TCA LOAD ORG 1	
		Request Type: Update Banking Information	Submitter Amy Apprep	
		Participation Type: Capacity Auction	Request Number: 18660	
		Bank Information		
		Bank Name: Fifth Third Bank		
		Branch Information		
		Branch Name: Mississauga	Province: ON	
		Transit Number: 12345	City: mississauga	
		Country: CA	Postal Code: R3T 2T5.	
		Address Line 1: 123 test	Main Phone: 123-456-7890	
		Address Line 2:		
		Account Information		
		Account Number 12345		
		Bank Account Chris Beneficiary		Approve

The original user can view a confirmation notification that the form has been completed by clicking **News** on the menu bar at the top of the screen.


Step	Instruction	Picture
31	After all tasks have been completed, click <b>News</b> on the menu bar at the top of the screen to view a confirmation notification. You will also receive a Registration Approval Notification (RAN) in your	News       Tasks (6)       Records       Reports       Actions       Applan         Image: Participation news       Image: Participation A market participation request has been created for TCA LOAD ORG 1:       Image: Participation A market participation request has been created for TCA LOAD ORG 1:       Image: Participation A market participation request has been created for TCA LOAD ORG 1:       Image: Participation A market participation request has been created for TCA LOAD ORG 1:       Image: Participation A market participation request has been created for TCA LOAD ORG 1:       Image: Participation A market participation request has been created for TCA LOAD ORG 1:       Image: Participation A market participation request has been created for TCA LOAD ORG 1:       Image: Participation A market participation request has been created for TCA LOAD ORG 1:       Image: Participation A market participation request has been created for TCA LOAD ORG 1:       Image: Participation A market participation A market participation request has been created for TCA LOAD ORG 1:       Image: Participation A market participation
	email inbox after the IESO has completed the authorization process.	

## Appendix B: How to Submit a Capacity Auction Enrollment Request

The following flowchart and table provides step-by-step instructions, with accompanying screen captures, describing how to submit a capacity auction enrollment request using the Online IESO web-based registration system. You must receive a Registration Approval Notification (RAN) email authorizing you as a CAP before you can enroll capacity using Online IESO.



Step	Instruction	Picture
1		
	Action: Submit Capacity Auction Enrollment	Username
	Log in to the Online IESO web-based registration system using this <u>link</u> .	Password       ✓ Remember me on this computer       Forgot your password?
	Enter your Username and Password, and click <b>Sign In</b> .	Planned IT Outages  Legal Disclaimer:  Attention to Participants: This system is owned and operated by the IESO, and all use of this system is governed by the Market Rules. As a registered Participant, you have received a unique and confidential User Account and Password from the IESO to access this system and you agree to maintain their confidentiality. You specifically agree that you are exclusively responsible for all access to and any activity on this system that occurs through the use of your User Account and Password. If you become aware of any unauthorized use of your User Account and Password, you agree to immediately notify the IESO. The IESO is not liable for any loss or damage arising from any unauthorized access or use of your User Account and Password, If you do not agree with these terms and conditions, immediately advise the IESO and do not login to this system.

2 Click **Actions** on the menu bar at the top of the screen.

Select **Submit Capacity Auction Enrollment** from the list of available action items displayed on the subsequent screen.



## 3 On the Choose Organization screen, select

the organization for which you intend to complete a capacity enrollment request, and click **Continue**.

Choose Organization	
Please select the organization you are representing while completing this action.	
•	
O POWER CORP.	
○ ENERGY ABC	
⊖ COMBO CORP	
O GENX POWER CORP	
⊖ YZ AGG COMPANY	
ALECTRA UTILITIES CORPORATION	
O LOBLAWS INC.	
DEF COMPANY	
O HYDRO OTTAWA LIMITED	
O BRUCE POWER INC.	
O TRANSALTA (SO L P.	
O ENERNOC LTD.	
O POWER GEN CORP	
O POWER GEN 2 INC.	
O GENSET RESOURCE MANAGEMENT INC.	
C TEST ORGANIZATION 1	
EXT	CONTINUE
	CONTINUE

Step	Instruction	Picture
	You are navigated to the	
	-	News Tasks (140) Records Reports Accions III 🕡 Applar
	Submit Capacity Auction	R SAVE DAAFT
	Enrollment screen. As you	Submit Capacity Auction Enrollment for DEF COMPANY   CA-DEFCO-2022
	prepare your capacity auction	Envolmment submission window for 2022 starts on 07/08/2021 until 07/30/2021 Organization Def Columitor Def Columit
	enrollment request, your draft	Capacity Auction Resource
	submission will be displayed	Sortng: Namese,   Zone   Type   Summer Winter
	here.	Capacity Auction Resource Zone Type Energy Resource Obligation Envolved Summer Winter Total Device Name Vinter Total Device Vinter Vinter Total Device Vinter Vinter Total Device Vinter Vinter Total Device Vinter
	nere.	No terrs avelable
	Click Add New Capacity Auction Resource and the Add/Update Capacity Auction Resource screen opens.	Least later caparity Autom Resource  Deposit Payment Method  The RSO requires the score of credit to be precided by a basit named in a Schedule to the Bars Act SC 1997, Cali asits a minimum long-term credit range of %7. Please precide the nome of the bade you substitution, we require the store of credit to proceeding of the capacity of the capacit
		SAVE DEATT
0	n the <b>Add/Update</b>	

## On the Add/Update Capacity Auction Resource screen:

A. If you plan to participate with a resource that is registered in the IESO-Administered Market, select **Existing Resource** from the drop down box and proceed to Step 6A.



Step	Instruction	Picture	
	B. If you plan to		
	participate with a		
	resource that is not		
	currently registered in		
	the IESO-Administered		
	Market (demand		
	response only), select		
	Future Resource		
	from the drop down		
	box and proceed to		
	Step 6B. This option is		
	available for demand		
	response resources		
	only.		
	C. If you plan to		
	participate with a		
	System-Backed		
	Import of		
	Generator-Backed		
	Import, select		
	Import Resource		
	from the drop down		
	box and proceed to		
	Step 6C. Note. The		
	drop-down option for		
	System-Backed Import		
	will only be displayed		
	for those participants		
	with eligible capacity		

Step	Instruction		Pict	ture	
	import resources registered with the IESO.				
A	This step applies only if you selected <b>Existing Resource</b> from the drop down box in step 5.	险 SAVE DRAFT	Actions ction Resource for DEF COMPA	ANY   CA-DEFCO-2022	III 🚺 App
	Use the drop down boxes for <b>Car Type</b> and <b>Zone</b> to filter your list of available resources.	Organization DEF COMPANY Add Capacity Auction Resource for: Existing Res Please select the appropriate Type, Electrical Zone an	Enrollment submission window for 2022 starts Enrollment Submission ID 106600 ource d Resource for the Capacity Auction Resource and click Add	on 07/08/2021 until 07/30/2021 Enrollment Submission Status DRAFT	
	Once you have selected a Resource, click <b>Add</b> . Proceed to Step 7A.	Type Capacity Dispatchable Load Resource BACK	Zone TORONTO	Resource	ADD

Step	Instruction	Picture
6B	This step applies only if you selected <b>Future Resource</b>	News Tasks (139) Records Reports Actions
	from the drop down box in step 5.	Add/Update Capacity Auction Resource for DEF COMPANY   CA-DEFCO-2022
	Use the drop down boxes to choose a <b>Car Type</b> and <b>Zone</b> that would apply to the future resource. These parameters act as a placeholder and will apply to the potential <b>Capacity Auction</b> <b>Resource</b> , therefore affecting your capacity enrollment and	Enrollment submission window for 2022 starts on 07/08/2021 until 07/30/2021         Organization       Enrollment Submission ID       Enrollment Submission Status         DEF COMPANY       106600       DRAFT         Add Capacity Auction Resource for:       Puture Resource       Image: Comparison ID       Enrollment Submission Status         DEF COMPANY       106600       Image: Comparison ID       DRAFT         Add Capacity Auction Resource for:       Puture Resource       Image: Comparison ID       Enrollment Submission Status         DE comparison requirements, as performed here are for enrolling capacity only, and will not register your future energy resource with the IESO. To register your future energy resource with the IESO, you will need to follow the IESO. So resource registration requirements, as performed for the Capacity Auction Resource and click add         Type       Zone         Virtual Hourly Demand Response - C&I       Image: Comparison Compariso
	offer submission. Once you have selected the Type and Zone, click <b>Add</b> . Proceed to Step 7A.	Reminder: if you are enrolling a future resource, the registered owner of that resour be the Capacity Auction Participant.

#### Step Instruction **Picture** 6C This step applies only if you 🏭 🌔 Appia News selected System-Backed Import or Generator-SAVE DRAFT Add/Update Capacity Auction Resource for DEF COMPANY | CA-DEFCO-2022 Backed Import from the drop down box in step 5. Enrollment submission window for 2022 starts on 07/08/2021 until 07/30/2021 Organization Enrollment Submission ID Enrollment Submission Status Use the drop down boxes to DEF COMPANY 106600 DRAFT choose a **Car Type**, and an Add Capacity Auction Resource for: System-Backed Import Please select the appropriate Type and Interface for the Capacity Auction Resource and click Add **Interface** that would apply Interface Туре Resource to the import. MB.WHITESHELL MB.WHITESHELL.SOURCE.SBACK.01 Capacity Import Resource Sub Type Zone Once you have selected the SYSTEM BACKED IMPORT NORTHWEST Resource, click Add. If you a BACK ADD Generator-Backed Import, go to step 7B. Note: A Sub Type and Zone are pre-populated based on your selections.

#### Step Instruction **Picture** 7A For Generator-Backed News Records Reports Actions Imports, go to Step 7B. SAVE DRAFT On the following screen, you Add/Update Capacity Auction Resource for DEF COMPANY | CA-DEFCO-2022 will enter the name of your capacity auction resource and Enrollment submission window for 2022 starts on 07/08/2021 until 07/30/2021 Organization Enrollment Submission ID Enrollment Submission Status the Enrolled Capacity (MW) DEF COMPANY 106602 DRAFT Capacity Auction Resource Details for the applicable obligation ID Zone TORONTO 100445 periods. Name\* Type Deposit Required CAD Capacity Dispatchable Load Resource DEFARCFURNACE\_RESOURCE If you selected an existing **Obligation Type** Associated Energy Resource PHYSICAL DEFARCFURNACE\_RESOURCE (188834) resource, that resource name Max Registered Dispatchable Load (MW) 25 will be pre-populated as a Enrolled Capacity: default. Total Zonal Capacity Limit Maximum **Obligation Period Obligation Period Start Date Obligation Period End Date** Enrolled Capacity (MW) (MW) 2022 SUMMER

5/1/2022

11/1/2022

2022 WINTER

BACK

10/31/2022

4/30/2023

UPDATE

Step	Instruction
	TC
	If you are only enrolling
	for one obligation
	period, you will be
	required to enter a 0
	value for the other
	obligation period. Note:
	The maximum value
	available to be inputted
	as enrolled capacity for
	summer or winter is the
	minimum value between
	the maximum physical
	capability of that
	resource (located below
	Associated Energy
	Resource) and the
	zonal limits shown in the
	column(s) before the
	Enrolled Capacity
	(MW) column.

information, click **Update**.

Proceed to Step 11.

#### Step Instruction **Picture** 7B This step only applies to npian 🚺 Tasks Records Reports Actions News **Generator-Backed** SAVE DRAFT Imports. Add/Update Capacity Auction Resource for TEST ORGANIZATION 1 | CA-TEST1-2023 On the following screen, you Enrollment submission window for 2023 starts on 08/15/2022 until 08/29/2022 will enter the name of your Enrollment Submission ID Organization **Enrollment Submission Status** TEST ORGANIZATION 1 10238 DRAFT capacity auction resource. Capacity Auction Resource Details Click Add New Facility to Zone CAR ID NIAGARA 100059 **Capacity Auction** CAR Name\* CAR Type Deposit Required CAD Capacity Import Resource NY.ROSETON.SOURCE.GBACK \$0.00 Resource. CAR Sub Type Boundary Entity Resource GENERATOR BACKED IMPORT NY.ROSETON.SOURCE.GBACK (149740) **Obligation Type** Interface PHYSICAL NYSI-NIAGARA Enrolled Capacity: Total Zonal Capacity Limit **Obligation Period Start Obligation Period Obligation Period End Date** Global Import Limit (MW) Interface Limit (MW) Enrolled Capacity (MW) Date Maximum (MW) 2023 SUMMER 5/1/2023 10/31/2023 800 150 2023 WINTER 11/1/2023 4/30/2024 1000 150 CAR Facility(ies)

Facility Name

Facility ID

BACK

Add New Facility to Capacity Auction Resource

Facility Type

No items available

Summer Enrolled Capacity (MW)

Winter Enrolled Capacity (MW)

Delete

Step	Instruction		Picture
	This step only applies to Generator-Backed Import Resources. Use the drop down boxes to	News Tasks Records Reports Actions	TEST ORGANIZATION 1   CA-TEST1-2023
	<ul> <li>choose a Facility Type and click Add CAR Facility:</li> <li>A. If you select Generation Facility, go to Step 9A.</li> <li>B. If you select Storage Facility, go to Step 9B.</li> </ul>	Enrollment submission will         Organization       Enrollment Submis         TEST ORGANIZATION 1       10239         Add/Update Facility to Capacity Auction Resource       Facility Type         Please select one facility to continue       Please select one facility to continue         Please select one facility to continue	indow for 2023 starts on 08/15/2022 until 08/29/2022  ssion ID Enrollment Submission Status DRAFT  ADD CAR FACILITY

9A This step only applies to Generation Facilities for Generator-Backed Import Resources.

> On the following screen, you will enter the Facility ID, Facility Name, Facility Fuel Type, Elapsed Time to Dispatch, Minimum Loading Point and the Facility Enrolled Capacity (MW) for the applicable obligation periods.

Once you have filled out this information, click **Add Car Facility**.

Proceed to Step 10.

SAVE DRAFT				
	city Auction Resource for	TEST OPGANIZATION 1	CA-TEST1-2023	
du/oputte cupu	city Adetion Resource for		CATESTT 2025	
	Enrollment submission wi	ndow for 2023 starts on 08/15/2022 until	08/29/2022	
Organization	Enrollment Submi	ssion ID	Enrollment Submission Status	
TEST ORGANIZATION 1	10239		DRAFT	
dd/Update Facility to	Capacity Auction Resource			
Facility Type				
Generation Facility		•		
Facility ID		Facility Name		
n 1114 No 1 No		Florend Time To Disectob		
Facility Fuel Type Select Facility Fuel Type		Elapsed Time To Dispatch		
		-		
Minimum Loading Point				
cility Capacity				
Obligation Period	Obligation Period Start Date	Obligation Period End Date	Facility Enrolled Capacity (MW)	
2023 SUMMER	5/1/2023	10/31/2023		
023 WINTER	11/1/2023	4/30/2024		

tep	Instruction		Pi	cture				
В	This step only applies to <b>Storage Facilities</b> for	News Tasks Records Re	ports Actions		0			
	Generator-Backed Import Resources.	B SAVE DRAFT Add/Update Capacity Auction Resource for TEST ORGANIZATION 1   CA-TEST1-2023						
	On the following screen, you will enter the <b>Facility ID</b> ,	Organization TEST ORGANIZATION 1	Enrollment submission windov Enrollment Submission 10239 Capacity Auction Resource	w for 2023 starts on 08/15/2022 until 0 ID	)8/29/2022 Enrollment Submission Status DRAFT			
	Facility Name and the Facility Enrolled Capacity (MW) for the applicable	Facility Type Storage Facility Facility ID		▼ Facility Name				
	obligation periods.	Facility Capacity Obligation Period	Obligation Period Start Date	Obligation Period End Date	Facility Enrolled Capacity (MW)			
	Once you have filled out this information, click <b>Add Car</b>	2023 SUMMER 2023 WINTER CANCEL	5/1/2023	10/31/2023 4/30/2024	ADD CAR FAC			
	Facility.							

#### Step Instruction **Picture** 10 This step only applies to 🌔 appian Tasks Records Reports Actions lews **Generator-Backed Import** SAVE DRAFT **Resources.** Add/Update Capacity Auction Resource for TEST ORGANIZATION 1 | CA-TEST1-2023 On the following screen, the Enrollment submission window for 2023 starts on 08/15/2022 until 08/29/2022 facility(ies) you created will Organization Enrollment Submission ID **Enrollment Submission Status** TEST ORGANIZATION 1 10239 DRAFT show up under CAR Capacity Auction Resource Details Facility(ies). Zone CAR ID NIAGARA 100060 CAR Type CAR Name\* Repeat steps 7B to 9 to add Deposit Required CAD Capacity Import Resource NY.ROSETON.SOURCE.GBACK \$90 835.00 CAR Sub Type more facilities. Boundary Entity Resource GENERATOR BACKED IMPORT NY.ROSETON.SOURCE.GBACK (149740) **Obligation Type** Interface PHYSICAL Once complete, click **Update**. NYSI-NIAGARA **Enrolled Capacity: Obligation Period Start** Total Zonal Capacity Limit **Obligation Period** Obligation Period End Date Global Import Limit (MW) Interface Limit (MW) Enrolled Capacity (MW) Maximum (MW) Date 2023 SUMMER 5/1/2023 10/31/2023 800 150 15 2023 WINTER 11/1/2023 4/30/2024 1000 150 15 CAR Facility(ies)

Facility Name

Test123

Test456

Facility ID

Test123

Test456

+ Add New Facility to Capacity Auction Resource

Facility Type

Generation Facility

Storage Facility

Summer Enrolled Capacity (MW)

10

5

Delete

×

UPDATE

Winter Enrolled Capacity (MW)

10

5

- **11** If you are enrolling any of the following Capacity Auction Resources, you will be prompted to submit an Attestation for each one:
  - Capacity Generation
     Resource
  - Capacity Import Resource
  - Capacity Storage
     Resource
  - Generator-Backed
     Import Resource

Press **Click Here** within the blue box to navigate to the attestation page.

Prganization EST ORGANIZATION 1 Apacity Auction R			Enrollment Submission ID			E-mark!	and Calendaria at			
pacity Auction R			10247			DRAFT	ent Submission S	tatus		
-	esource							Sort	ing: Name -   Z	one   Type
apacity Auction Resource ame	Zone	Туре	Energy Resource	Obligation Type	Summer Enrolled Capacity (MW)	Winter Enrolled Capacity (MW)	Summer Deposit	Winter Deposit	Total Deposit	Delete
Y.ROSETON.SOURCE.GBACK 00076)	NIAGARA	Capacity Import Resource	NY.ROSETON.SOURCE.GBACK (149740)	PHYSICAL	5	5	\$10,144.00	\$20,134.00	\$30,278.00	×
otal					5	5	\$10,144.00	\$20,134.00	\$30,278.00	
eposit Paid									\$557,735.00	
eposit Balance									(\$527,457.00)	
confirm that I have emaile	ed the demonstr	ation of deliverability files	s to capacity.auction@ieso.ca for each 1	acility pertainin	g to generator t	oacked imports	(GBI)			
ler for us to verify its eligibilit (ment Method:	redit to be provi		a Schedule to the Bank Act, S.C. 1991, C ompliant with the IESO letter of credit I E	emplate and re xpected Cash						
e IESO requires the letter of c fer for us to verify its eligibilit <b>(ment Method:</b> Cash Letter Of Credit	redit to be provi		ompliant with the IESO letter of credit t E Expec	emplate and re xpected Cash Deposit ted Letter Of	commend to en					
e IESO requires the letter of c fer for us to verify its eligibilit <b>yment Method:</b> Cash	redit to be provi		ompliant with the IESO letter of credit t E Expec C	emplate and re xpected Cash Deposit ted Letter Of redit Deposit otal Expected	commend to en \$0.00 \$0.00					
IESO requires the letter of c er for us to verify its eligibilit ment Method: lash .etter Of Credit	redit to be provi		ompliant with the IESO letter of credit t E Expec C	emplate and re xpected Cash Deposit ted Letter Of redit Deposit	commend to en \$0.00 \$0.00					

### Picture

12 The Review Capacity Auction Enrollment Attestation screen is displayed.

> You may download a copy of the attestation by clicking the **Download the attestation** option found towards the bottom right of the screen.

After completing your review, select the **I have read the entire attestation** checkbox.

If your capacity auction enrollment request includes multiple capacity auction resource types, you will be required to submit multiple attestations. Click **Next** to view and accept each attestation.

Once all attestations have been accepted, click **Submit**.

	Capacity Generation Attestation	Capacity Storage Attestation
eneration Attestation		
	Italicized terms found within this attestation have the meanin which may be found at: http://www.ieso.ca/Sector-Participan	
	By participating in the capacity auction through use of a gene meets the definition of capacity auction eligible generation re	
	capacity auction eligible generation resource means a non-cc facility, which is also a connected facility at the commenceme auction, and which is registered as dispatchable with the IESI timelines specified in the applicable market manual.	ent of the capacity enrollment process for a given capacity
	Capacity auction eligible generation resources are not requin time this attestation is made.	ed to be registered as dispatchable with the IESO at the
	By clicking " <u>SUBMIT</u> " below, you attest that:	
	<ol> <li>the resource(s) which the capacity auction participant is en generation facility;</li> </ol>	rolling is a non-committed resource associated with a
	2. such resource(s) are a connected facility;	
	<ol><li>such resource(s) will be registered as dispatchable prior to specified in the applicable marker manual; and</li></ol>	the obligation period in accordance with the timelines
	4. you have authority to make this attestation on behalf of th	e participating capacity auction participant.

#### Instruction Step

13 You are returned to the **Submit Capacity Auction Enrollment** screen which now displays the identified capacity auction resource information, including expected deposit balance. If you wish to enroll additional resources, click the Add New Capacity Auction Resource button again and repeat steps 4-11.

> Note: If you are submitting a **Generator-Backed** Import Resource, a checkbox will show for vou to confirm that the demonstration of deliverability files has been submitted to capacity.auction@ieso.ca

Before submitting the capacity auction enrollment request, you are required to provide deposit payment information.

#### SAVE DRAFT Submit Capacity Auction Enrollment for TEST ORGANIZATION 1 | CA-TEST1-2023 Enrollment submission window for 2023 starts on 08/15/2022 until 08/29/2022 Organization Enrollment Submission ID Enrollment Submission Status TEST ORGANIZATION 1 10247 DRAFT **Capacity Auction Resource** Sorting: Name - | Zone | Type Summe Winter Capacity Auction Resource Obligation Enrolled Enrolled Summer Winter Zone Type Energy Resource Total Deposit Delete Name Type Capacity Canacity Deposit Deposit (MW) (MW) NY.ROSETON.SOURCE.GBACK NIAGARA Capacity Import NY.ROSETON.SOURCE.GBACK PHYSICAL \$10,144.00 \$20,134.00 \$30,278.00 Resource (149740)Total \$10,144.00 \$20,134.00 \$30,278.00 Deposit Paid \$557,735.00 Deposit Balance (\$527,457,00) +Add New Capacity Auction Resource Attestation has been accepted. I confirm that I have emailed the demonstration of deliverability files to capacity.auction@ieso.ca for each facility pertaining to generator backed imports (GBI) **Deposit Payment Method** The IESO requires the letter of credit to be provided by a bank named in a Schedule to the Bank Act, S.C. 1991, C.46 with a minimum long-term credit rating of "A". Please provide the name of the bank you wish to use in order for us to verify its eligibility. In addition, we require the format be compliant with the IESO letter of credit template and recommend to email a draft to prudential@ieso.ca for review prior to couriering the original. Payment Method: Expected Cash \$0.00 Cash Deposit Letter Of Credit Expected Letter Of \$0.00 Cash and Letter Of Credit Credit Deposit Total Expected \$0.00 Deposit ~ Payment Details Comment SAVE DRAFT CANCEL REQUEST

Tasks (5)

Records

Reports

Action

**Picture** 

🔵 appiar

×

Step	Instruction
	Note: You are not required to provide a deposit to the IESO at this stage, that is done when you receive the task titled: "Submit Capacity Auction Deposit".
	when you receive the task titled: "Submit Capacity Auction Deposit".
	Click the option button corresponding to either <b>Cash</b> , <b>Letter of Credit</b> or <b>Cash</b> <b>and Letter of Credit</b> to indicate the expected payment method for your deposit – additional
	deposit – additional instructions are displayed for the chosen payment method.
	Note: If you choose

Step	Instruction
	If you choose <b>Cash</b> , you
	must use the details
	provided under the cash
	deposit instructions
	when completing the
	payment. A new item
	has been added under
	the list of instructions –
	Payment Details Note.
	This unique identifier
	ties the payment to the
	enrollment submission
	and should be added
	within the Payment
	Details field generally
	found in banking
	institutions payment
	forms.
	If you choose <b>Cash and</b>
	Letter of Credit, you
	will be required to
	submit the identified
	amount for each.
	The <b>Comments</b> field is
	available if you choose to enter additional information

Step	Instruction	Picture
	concerning the deposit payment. Click <b>Submit</b> .	
14	A dialog box is displayed showing your <b>Estimated</b> <b>Auction Deposit Balance</b> – click <b>Yes</b> to confirm your submission.	Estimated Auction Deposit Balance is \$9,134.00. Are you sure you want to submit?
15	Once the IESO has verified the submission, you will receive a task titled <b>Submit</b> <b>Capacity Auction Deposit</b> .	DEF COMPANY Capacity Auction Contacts     Submit Capacity Auction Deposit for DEF COMPANY   Enrollment Submission ID 106602   CA- DEFCO-2022 A moment ago
	Note: The deposit should <u>not</u> be submitted until you receive this task.	

16 Optional: You are given the option to modify your capacity auction enrollment request at this point (i.e. change enrolled Capacity values and CAR name) by selecting Modify Request at the bottom of the screen and repeating steps 4-14.

Organization			ission window for 2022 sta int Submission ID	rts on 07	/08/20		0/2021 rollment Submi	ssion Status		
DEF COMPANY		106602				RE	VIEWED			
Review Comments Comment History Imy Drap 7/26/2021 1:29 PM ES WA ESD Finance: 7/26/2021 2:46 PM Proceed.										
uction Deposit Ba	lance is \$9,	134.00							Sorting: Name +	Zone   Type
Capacity Auction Resource Name	Zone	Туре	Energy Resource	Oblig: Type	ation	Summer Enrolled Capacity (MW)	Winter Enrolled Capacity (MW)	Summer Deposit	Winter Deposit	Total Deposit
FESTIVARSVC1-LT.BATT_TG (100446)	SOUTHWEST	Capacity Generation Resource	FESTWARSVC1-LT.BATT_TG (188371)	PHYS	CAL	2	1	\$4,056.00	\$4.00	\$4,060.00
FESTIVARSVC2-LT.BATT_TG (100447)	SOUTHWEST	Capacity Storage Resource	FESTWARSVC2-LT.BATT_TG (188374)	PHYS	CAL	2.5	a.	\$5,070.00	\$4.00	\$5,074.00
Total						4.5	2	\$9,126.00	\$8.00	\$9,134.00
Deposit Paid										\$0.00
Deposit Balance										\$9,134.00
he IESO requires the letter of c rder for us to verify its eligibilit <b>ayment Method:</b> Cash ) Letter Of Credit ) Cash and Letter Of Credit	redit to be provide y. In addition, we n	d by a bank named in a Schedule t equire the format be compliant wi	th the IESD letter of credit templ Actual Cash Actual L	late and re Deposit	num lor comme \$10,00 \$0.00	nd to email a dra	ting of "A". Pleas ft to <u>prudential</u> é	e provide the nan Nesa.ca for review	e of the bank ya v prior to courier	u wish to use in ing the original
			Total Actual	Deposit	\$10,000	.00				
Payment Details ash Deposit Instructions D Bank Isank Address: 55 King Street W Isank Number: 0004 Isank Data Street W Isank Double Constance Isank: 1000/CATTTOR Isank: 1000/CATTTOR Isank: 1000/CATTTOR Isank: 1000/CATTTOR Isank: 1000/CATTTOR Isank: 1000/CATTTOR Isank: 1000/CATTTOR	city System Operat delaide Street Wes									
Payment Details Note: CA-DEFCO	3-2022									

# StepInstruction17Within the Submit Capacity

7 Within the Submit Capacity Auction Deposit task, confirm the information that was previously submitted.

> If there are no changes to the information, click **Submit**, then pay the deposit in the manner identified, and using the instructions provided in Online IESO.

> After the IESO has approved your deposit submission, you will receive an email denoting your enrollment completion in addition to summarizing your submission.

#### III 🌘 Appia Tasks (141) Records Reports Actions You have accepted this task. Return task to all assignees. SAVE DRAFT A REASSIGN O REJECT Submit Capacity Auction Deposit for DEF COMPANY | CA-DEFCO-2022 Enrollment submission window for 2022 starts on 07/08/2021 until 07/30/2021 Enrollment Submission ID Enrollment Submission Status Organization DEF COMPANY 106602 REVIEWED **Review Comments** Comment History Amy Drap 7/26/2021 1:29 PM EST: IESO Finance: 7/26/2021 2:46 PM EST: Auction Deposit Balance is \$9,134.00 Sorting: Name . | Zone | Type | Capacity Auction Resource Zone Туре Energy Resource Total Deposit Name Capacity Capacity Deposit Deposit FESTIVARSVC1-LT.BATT\_TG FESTIVARSVC1-LT.BATT TO SOUTHWEST Capacity Generation Resource PHYSICAL \$4.055.00 \$4.00 \$4,060,00 188371 FESTIVARSVC2-LT.BATT\_TG FESTWARSVC2-LT.BATT\_TG SOUTHWEST Capacity Storage Resource PHYSICAL 2.5 \$5,874.00 \$4.00 (100447) (188374) Total 4.5 \$9,126.00 \$8.00 \$9,134.00 Deposit Paid \$0.00 Deposit Balance \$9,134.00 New Deposit Information The IESO requires the letter of credit to be provided by a bank named in a Schedule to the Bank Act, S.C. 1991, C.46 with a minimum long-term credit rating of "A". Please provide the name of the bank you wish to use in order for us to verify its eligibility. In addition, we require the format be compliant with the IESO let mplate and recommend to email a draft to prudential@ieso.ca for review prior to couriering the original Payment Method: Actual Cash Deposit \$10,000.00 Cash Letter Of Credit Actual Letter Of \$0.00 Cash and Letter Of Credit Credit Deposit Total Actual Deposit \$10,000.00 v Payment Details Cash Deposit Instructions TD Bank Bank Address: S5 King Street West, Toronto, DN, MSK 1A2 Bank Number: 0004 Transit: 10202 Swift: TDOMCATTTOR ame: InDoneCHTTOK Accum: (B09):0458762 Beneficiary.Independent Electricity System Operator (IESO) Beneficiary.Address: 1600-120 Adelaide Street West, Toronto, ON M5H 1T1 Payment Details Note: CA-DEFCO-2022 Comment CANCEL

## Appendix C: How to Offer Capacity

The following table provides step-by-step instructions, with accompanying screen captures, describing how to offer capacity into the auction using the Online IESO web-based registration system.



1

Action: Submit Capacity Auction Offer

Log in to the Online IESO web-based registration system using this link.

Enter your Username and Password, and click **Sign In**.



Step	Instruction	Picture
2	Click Actions on the menu	
	bar at the top of the screen.	News     Tasks (111)     Records     Reports     Actions       Image Third Party Viewership @ Assign viewership of equipment outage details to other organizations.     Image Third Party Viewership @
	Click Submit Capacity Auction Offer from the list	Submit Capacity Auction Offer  Submit Capacity Auction Offer for your organization
	of available action items	Submit Capacity Prudential Support Information
	displayed on the	Submit Capacity Qualification  Submit Capacity Qualification for your organization
	subsequent screen.	Submit Demand Response Measurement Data 🔅 Submit Measurement Data Files For Demand Response Resources
		Submit Prudential Support Information 🗇 View, manage, update, and calculate prudential support obligation
		Update Organization      Question      Question

3	The Submit Capacity		<u>^</u>
	Auction Offer – Select	News Tasks Records Reports Actions	I Appian
	Organization screen is	Submit Capacity Auction Offer - Select Organization	
	displayed.	Please select an organization to continue	
	Select the option button corresponding to the desired organization, and	Select an Organization *           TCA LOAD ORG 1           SUBMISSION WINDOW (OPEN)           2019/05/27 8:00:00 AM EST - 2019/10/30 10:59:59 PM EST	
	click <b>Continue</b> .	EXIT	CONTINUE

Step	Instruction	Picture
4	A list of existing offers for your organization, if any, is displayed. You have the option to either update any of these existing offers, or create a new offer.	News       Tasks       Records       Reports       Actions         Submit Capacity Auction Offer for TCA LOAD ORG 1 - Select Offer         Please select an offer to view laminations, update or delete. Click 'Create New Offer' to create new offer.         Existing Offers for the Organization         Offer Id       1 Auction Year         Commitment Period       Zone Name       Participation Type
	To create a new offer, click Create New Offer.	No items available           EXIT         BACK             CREATE NEW OFFER         UPDATE OFFER             DELETE OFFER         DELETE OFFER
5	Select the desired Obligation Period (i.e., Summer or Winter), from the <b>Obligation Period</b> drop down list.	News       Tasks (24)       Records       Reports       Actions       Image: Control of the offer offer of the offer
	Only <b>Obligation</b> <b>Periods</b> that a resource was enrolled for will appear in the drop down list.	2021 SUMMER (May 1, 2021 to October 31, 2021)         2021 SUMMER (May 1, 2021 to October 31, 2021)         Capacity Auction Resource (CAR)*         C CAR Name       Obligation Type       Zone       CAR Type       CAR Sub Type         C CAR Name       Obligation Type       Zone       CAR Type       CAR Sub Type         TASARNIALT.GB61       PHYSICAL       WEST       Capacity Generation Resource         Resource Name (ID)       TASARNIALT.GB61 (107814)         Auction Capacity Enrolled (MW)       Remaining Auction Capacity (MW) for This Offer 0         60       Comminations         #       Price (s/MW-Day)       Cumulative Quantity (MW)       Delta Quantity (MW)         1       500       60       FULL
	Select the <b>Capacity</b> <b>Auction Resource</b> for which you wish to submit an offer.	*Add Lamination EXIT BACK SUBMISSION WINDOW (OPEN) 2020/01/22 01:0:00 AM EST - 2020/01/31 11:59:00 PM EST

## Appendix D: How to Authorize as a Capacity Market Participant

The following flow chart and table provides step-by-step instructions, with accompanying screen captures, describing how to become authorized as a Capacity Market Participant (CMP) using the Online IESO web-based registration system.



ep Instruction	Picture
Action: Manage Participation	ieso
Log in to the Online IESO web- based registration system	Username
using this link.	Password
Enter your Username and Password, and click <b>Sign In</b> .	✓ Remember me on this computer          Forgot your password?       SIGN IN         Planned IT Outages       SIGN IN         Attention to Participants: This system is owned and operated by the IESO, and all use of this system is governed by the Market Rules. As a registered Participant, you have received a unique and confidential User Account and Password from the IESO to access this system and you agree to maintain their confidentiality. You specifically agree that you are exclusively responsible for all access to and any activity on this system that occurs through the use of your User Account and Password. If you become aware of any unauthorized use of your User Account and Password. If you agree to immediately notify the IESO. The IESO is not liable for any loss or damage arising from any unauthorized access or use of your User Account and Password. If you do not agree you these terms and conditions, immediately advise the IESO and do not login to this system.

Step	Instruction	Picture
2	Click <b>Actions</b> on the menu bar at the top of the screen.	News Tasks (5) Records Reports Actions
	Click <b>Manage Participation</b> from the list of available action items displayed on the subsequent screen.	<ul> <li>Manage Capacity Export Request          <ul> <li>Submit or update a request to pursue a Capacity Export Opportunity for my resource</li> <li>Manage Enrolment Requests</li></ul></li></ul>
3	The <b>Choose Organization</b> screen is displayed.	Choose Organization Please select the organization you are representing while completing this action.
	Select the check box corresponding to the organization that you wish to become authorized as a	Organizations Name POWERTRAILING. TCA LOAD ORG 1

Step	Instruction	Picture
4	The Select <b>Participation</b> <b>Type</b> screen is displayed.	Select Participation Type Request Details
	In the <b>Action to Complete</b> drop-down list, select <b>Enter</b> <b>Market Participation</b> , and click <b>Next</b> .	Request Number: 1984 Organization ID: 109111 Organization: POWERTRAIL INC. Action to Complete Select: Enter Market Participation • Need Help? http://www.eoo.ca/registration.help/W2.0
5	The <b>Market Participation</b> screen is displayed.	Market Participation
	In the Market Participation Type drop-down list, select Capacity Market Participation, and click Next.	Pleade choose a market participation for which authorization will be requested  Request Data Request Number: 19084 Organization ID: 109111 Organization ID: 109111 Organization ID: 00YERTRAILINC. Request Type: Enter Market Participation  Market Participation Type Market *  Capacity Market Participation  Need Help?
	Note: An organization will only be able to complete the Capacity Market Participant authorization if they've received a capacity obligation in the capacity auction.	

#### Step Instruction Picture 6 Select the appropriate check boxes to select the Market **Market Participation** Participant Role(s) for your **Request Details** Request Number: 19084 organization. Organization ID: 109111 Organization: POWERTRAIL INC. Request Type: Enter Market Participation Participation Type: Capacity Market Participation Note: You can select Market Participation Role(s) multiple roles. If multiple Participation Role Description organizations will take on Your organization is responsible for the financial settlements with respect to a resource with a capacity Capacity Market Participant-MMP obligation. roles, select only the role ~ Capacity Market Participant-Operator Your organization operates a resource with a capacity obligation. that applies to you. The Capacity Market Participant-Owner Your organization has a capacity obligation. CAP organization must Capacity Market Participant-RMP Your organization submits dispatch data with respect to a resource with a capacity obligation. become the CMP -Need Help Owner. GO BACK NEXT The following steps assume that you are taking on all four roles. Click Next to proceed.

Step Instruction	Picture
<ul> <li>Online IESO automatically determines the next steps and displays these steps on the Required Tasks to Complete screen (depending on the rales selected)</li> </ul>	Required Tasks to Complete         Later before are the tasks that must be completed by the requesting organization for the participation type.         Request Details         Organization title 19011         Organization title 19011         Request Must be: POMERTIALL INC.         Request Type: CMP - MMP, CMP - Operator, CMP - Owner, CMP - RMP.         Required Tasks
on the roles selected). Make note of these tasks, and click <b>Proceed</b> . These tasks will also be shown on the <b>News</b> screen.	Confirm Connectivity to ISBO Information Bystem(s) Assign Contact Role(s) Submit Emergiancy Preparachters Plan Submit Emergiancy Preparachters Plan Unit Emergiancy Preparachters Plan Unit Emergiancy Preparachters Plan Unit Emergiancy Preparachters Plan Information Provide State Plan Information Provide State Plan Information Provide State Plan Information Planet P
Note: If you are new organization to IESO you will be required to submit the entire next set of required tasks.	
Task: Submit Emergency	News     Tasks (d)     Records     Reports     Actions       Image: Second a lask     Image: Second a lask     Image: Second a lask

Step	Instruction	Picture
	Click <b>Upload Emergency</b> <b>Preparedness Plan for</b> <b><your organization=""></your></b> from the list of available tasks displayed on the subsequent screen.	
	Click <b>Yes</b> to confirm that you accept the task.	
9	Click <b>Accept</b> at the top of the <b>Submit Emergency</b> <b>Preparedness Plan</b> screen, click <b>Upload</b> to attach the Emergency Preparedness Plan PDF file, and click <b>Submit</b> . If your organization has previously submitted the Emergency Preparedness Plan, then it will be available for selection or you can choose to upload a new plan.	Substitution   Substitution
	Further instructions on how to complete an Emergency Preparedness Plan are available here.	
Step	Instruction	Picture
------	---	--
10	Click <b>Tasks</b> on the menu bar at the top of the screen.	News Tasks (2) Records Reports Actions
	Click <b>Confirm Connectivity</b> <b>for Organization Access</b> <b>Roles for <your< b=""> <b>organization&gt;</b> from the list of available tasks displayed on the subsequent screen.</your<></b>	Click here to send a task Assigned to Me > Sent by Me Starred ↔ Devolded Tack Mark
	Click <b>Yes</b> to confirm that you accept the task.	
11	Separately, confirm that your organization can connect to the tasks listed, then select the appropriate check box(es) via the <b>Confirm</b> <b>Connectivity to IESO</b> <b>Information Systems</b> screen, and click <b>Confirm</b> .	Confirm Connectivity to IESO Information Systems         Request Datals         Request Name:         Organization:       Overfirm Connectivity         Organization:       Overfirm Connectivity         Prediction:       Overfirm Connectivity         Descent Reprint       Overfirm Connectivity         Descent Reprint<

#### Step Instruction

#### 12

#### Task: Assign Contact Roles

Click **Tasks** on the menu bar at the top of the screen.

#### Click Assign Contact Role(s) for <your organization>

from the list of available tasks displayed on the subsequent screen.

Click **Yes** to confirm that you accept the task.

Note: A CMP has more mandatory contact roles than a CAP.

News Tasks (2) Rec	ords Reports Actions	🎟 🌒 Applan
🖗 ieso 🏻	Click here to send a task	
Assigned to Me > Sent by Me Starred *	TCA LOAD ORG 1 Abolicant Representatives     Assign Contact Role(s) for TCA LOAD ORG 1: Capacity Auction Request (18669)     A moment ago ①	

#### Step Instruction

**13** Online IESO automatically determines the contact roles that apply to the CMP roles that you previously selected.

Select the contact role that you wish to assign (you must assign roles one-at-a-time), and click **Assign Contacts**.

At a minimum, one contact is required per Contact Role. If you already have pre-existing contacts assigned, then you are not required to assign any additional contacts.

Note: Mandatory Contact Roles are the same for all organizations regardless of resource type.

#### Add Mandatory Contact Roles

Present participation request there will not be any mandatory contact relexp) have already teen assigned from a previous participation request there will not be any mandatory contact relexp) to Assign the Relxp) to Assign the Relxp) to Assign the Relxp) to Assign

Contact Role Name	Description	Min. Required	No. of Existing
Invoicing and Banking	Person responsible for submitting and maintaining, or approving banking information for your organization.	1	1
Prudential Requirements	Person responsible for submitting prudential information and is the point of contact for any issues regarding prudentials (margin calls, warrings and orbuits) for your organization.	5	1
Emergency Preparedness Plan	Person responsible for submitting and updating the Emergency Preparedness Plan for your organization.	1	1
Dispatch Data Submitter	Person or Secton responsible for submitting and/or changing the bids or offers for your organization.	1	3

	Contact Role Name	Description	Min. Required	No. of Existing
0	Equipment Registration Specialist	Person responsible to submit attributes to their equipment, facility and resources for your organization.	1	0
8	Revenue Metering	Person responsible for viewing the master data for registered meter installations and in-flight data submitted during a meter registration request. The Revenue Metering Contact for a transmitter organization is responsible for approving Site Registration Reports for transmission delivery points.		0
0	Notice of Disagreement	Person responsible for submitting Notices of Disagreement for settlement statements for your organization.	1	0
8	Control Room Section	Control room section for your organization.	1	0



Step	Instruction	Picture		
	The Choose Contact Type for Assignment screen is	Choose Contact Type for Assignment Please choose the appropriate analysis of the total in will be assigned.		
	-	Request Details		
	displayed – review and click <b>By Person</b> .	Organization ID: 109111 Organization: PONESTRALL NO. Request Namber: Syste: Enter Maniset Participation Request Namber: 59,000		
	Click Search for Person to	Participation Type: CMP - MMP, CMP - Operator, CMP - RMP		
		Contact Role Details		
	search for a person registered in the IESO database.	Contact Role Equipment Registration Specialist Matrix: Minimum 1 Rogened: Maximum - Permitted: Contact Type: Person		
		By Phone:		
		Search for a Registered Person		
		Request Details		
		-		
		Request Details Request Number: 1000 Organization ID: 10011 Organization: POWERTRAU_INC.		
		Request Details Request Number: 1000 Organization ID: 10011 Organization: POWERTRAULINC Request Type: Enter Mariat Parception		
		Request Details Request Number: 1000 Organization ID: 10011 Organization: POWERTRAU_INC.		
		Request Details Request Number: 1000 Organization ID: 10011 Organization: POWERTRALINC Request Type: Courter Charles Participation Participation Type: CAP - Multy CuP - Operator, CAP - RAP		
		Request Details Reposet Number: 1000 Organization: ID: 10011 Organization: POVERTRANING. Request Type: Enter Marine Participation Participation: Type: CMP - MarP, CMP - Operator, CMP - ReP Account Type: Perion Context Rive Equipment Registration Specialist		
		Request Details Request Number: 1000 Organization ID: 10011 Organization POVERTRAVING. Request Type: Cherr Variate Paracipation Participation Type: Cherr Variate Paracipation Participation Type: Cherr Variate Cherr Course; Cherr - Route Context Type: Paraon Context Type: Paraon Context Registration Specialist Name:		
		Request Details         Request Number:       1000         Organization: ID:       10011         Organization: POMERTRAN_INC.         Request Type:       Common States Parception         Participation Type:       CMP - Multiple CMP - Owner; CMP - Owner; CMP - RMP         Account Type:       Hanon         Context: Rise:       Equipment: Registration Specialist         Name:       Search for a Registered Person         Search for the registered person using the bibliouring search fields. Enter complete information to informe securate results. A lised one field must be field in for the search. If the person is not bourd after a search, the person is not bourd after a search, the person is not bourd after a search.		
		Request Details         Request Number:       1000         Organization:       D0 111         Organization:       POLETRALINC.         Request Type:       Processon         Request Type:       Out - MMP, CMP - Ourset; CMP - RMP         Account Type:       Person         Contact Role:       Equipment Registration Specialist         Beach for a Registered Person       Search for a Registered Person		

Seath for Person

## StepInstruction15If a person is registered in the

IESO database, that name appears in the Search Results via the **Select Registered Person** screen – select the corresponding check box, and click **Next**.

> If a person is not already in the IESO database, you must register that individual by clicking **Register New Person**, and providing their contact information.

Repeat for each contact role – once all mandatory roles have been assigned, click **Done**.

	Details							
	umber: 19090							
	tion ID: 109111 zation: POWER'	RAL NC						
	t Type: Enter Ma							
Participation	Type: CMP - M	MP; CMP - Operator; CMP - Owner; CMP - RA	P					
	t Type: Person							
Contac	ot Role Equipme Name:	nt Registration Specialist						
Search R	lesults							
Pers	2424 TREF 4074	Last Name	First Name	Deate	med Name		Middle Name	
× 2123		Exing	Barry	Free	rreg Name		NODE NATE	
1 2124		Tesigni	Claudio					_
0 2125		Loveday	Gary					
E 2127		Branch	Terry					_
U 2130		Olbson	Brant					_
0 1814		Fagerthal	Debra					
0 1010		Arres	Chris					_
D 18160								
		Van Nest	Greg					_
		Bovin	Paul					
C 1012	10 of 5.767 🔒	Fraser	Pat					
8 8 14	10.010,101							
	if you go a	not see the correct person, please refine your sear	on in the Below below.					
Per	rson ID							
Last	Name							
First	t Name						Refine Search	Register New Person
	ra New	Person					Autrie Search	Register New Person
	r a New	Person					Autrie Search	Register New Person
egister	r a New	Person					e Retrie Search	Register New Person
egister equest Deta	r a New alls	Person					Autre Seach	Regular New Person
egister equest Deta equest Number	r a New ailis *: 19090 D: 109111						natria Saach )	Register New Person
egister quest Detz oquest Number Organization ID Organization	r a New alls r: 19090 0: 109111 r: POWERTRAI	LINC.					ndre Saron 🛛	Register New Person
egister quest Deta equest Deta equest Number Organization Request Type Context Re	r a New ails 	LINC. Participation					ndre Starte (	Register New Person
egister iquest Number Drganization IC Organization Request Type	r a New ails 	LINC. Participation					a name search )	Register New Person
egister quest Deta equest Deta equest Number Organization Request Type Context Re	r a New ails r: 19090 o: 109111 r: POWERTRAIN e: Enter Market le: Notice of Disa	LINC. Participation greenert						Regular New Person
egister quest Detz equest Number Organization Request Type Contect Rol Name	r a New ails r: 1000 0: 100111 r: POWERTRAI e: Enter Market 1 lie Notice of Data e: Phases 10 in the	LINC. Participation greenert	to have been populated with the sugerization's reg	powed address but ca	the modified. Please note an en	al will be serie to the per		Register New Percon
egister quest Detz organization E Organization E Corganization Request Type Contect Rob Name	r 10000 1015 10000 10111 100000 100000 10000 10000 10000 10000 10000 10000 10000	LINC. Participation greenert	to have been populated with the ingenization's reg			sal vil be sert to this pr		Repair Ver Prior
egister quest Detz equest Number Organization Request Type Contect Rol Name	r 10000 1015 10000 10111 100000 100000 10000 10000 10000 10000 10000 10000 10000	LINC. Participation greenert	to have been populated with the ingenization's reg		n be motifiet. Please hore an en	aal will be seen to this po		Righter Hes Reson
egister quest Detz ogest Number Organization ( Organization Request Type Contect Rob Name	r a New ails r: 10000 0: 109111 r: POWERTAN E Share Market Presset Bin from mation *	LINC. Participation greenert	is have been populated with the ingentization's reg			al will be serie to the pe		Register New Person
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egister quest Deta operation IC Organization IC Organization Request Type Contact Rol Name *Forst Nam *First Nam *First Nam *Lest Nam	r a New ails 	LINC. Partopation greatment mandatoy information below. The address field	to fave been populated with the organization's reg	*Address Line 1 Address Line 2		will be serie to this po		Rightin Yes Resold
egister quest Number Organization Request Type Contact Rob Name "Scottact Rob Name "First Name "Last Name	r a New alls r: 19000 b: 100111 r: POVERTIAN r: Enter Market lie Notice of Data Povest Bi in the mation	LINC. Partopation greatment mandatoy information below. The address field	In have been populated with the ingenitation's rig	*Address Line 1 Address Line 2 Address Line 3 Address Line 4		sal will be samt to this pro-		Repetir Nex Person
egister quest Deta operitation IC Organization Request Type Context Rol Name "First Name "Last Nam "Last Nam "Last Nam	ra New alls r: 1000 2: 0211 r: PowEtTRAte r: Fore Market re Enter Market re Totolog of Class re Totolog of	LINC. Partopation greatment mandatoy information below. The address field	In funct been populated with the ingenization's ray	*Address Line 1 Address Line 2 Address Line 3 Address Line 4	3025 Albion Road North	al will be serve to the pa		Register New Person
egister quest Deta operation IC Organization IC Organization Request Type Contact Rol Name *Forst Nam *First Nam *First Nam *Lest Nam	ra New alls r: 1000 2: 0211 r: PowEtTRAte r: Fore Market re Enter Market re Totolog of Class re Totolog of	LINC. Partopation greatment mandatoy information below. The address field	to have been populated with the organization's reg	*Address Line 1 Address Line 2 Address Line 3 Address Line 4 "City "Province/State	3025 Albion Road North Otaves Ontares Ontario			
egister quest Deta operitation IC Organization Request Type Context Rol Name "First Name "Last Nam "Last Nam "Last Nam	ra New alls r: 1000 2: 0211 r: PowEtTRAte r: Fore Market re Enter Market re Totolog of Class re Totolog of	LINC. Partopation greatment mandatoy information below. The address field	to have been populated with the ingenication's rig	*Address Line 1 Address Line 2 Address Line 3 Address Line 4 "City "Province/State	3025 Albion Read North Otaes Ontario Oxolde Canada or USA, select K10 354	NA.		
egister quest Deta operitation IC Organization Request Type Context Rol Name "First Name "Last Nam "Last Nam "Last Nam	ra New alls r: 1000 2: 0211 r: PowEtTRAte r: Fore Market re Enter Market re Totolog of Class re Totolog of	LINC. Partopation greatment mandatoy information below. The address field	In fave been populated with the ingentization's reg	*Address Line 1 Address Line 2 Address Line 3 Address Line 3 Address Line 4 "City "Province:State "Postal Code/2p Code	3028 Abion Road North Otsees Ontario Ontario Charlos or USA, select K10 254 Example: R31 215 or 12045. #	NA.		
egister quest Deta operitation IC Organization Request Type Context Rol Name "First Name "Last Nam "Last Nam "Last Nam	ra New alls r: 1000 2: 0211 r: PowEtTRAte r: Fore Market re Enter Market re Totolog of Class re Totolog of	LINC. Partopation greatment mandatoy information below. The address field	to have been populated with the organization's reg	*Address Line 1 Address Line 2 Address Line 3 Address Line 4 "City "Province/State	3028 Abion Road North Otsees Ontario Ontario Charlos or USA, select K10 254 Example: R31 215 or 12045. #	NA.		
egister quest Deta operitation IC Organization Request Type Context Rol Name "First Name "Last Nam "Last Nam "Last Nam	r 10000 1051 10000 10011 Powertraus Phase til in the mation * Example 123-4 * Numbers only at	LINC. Participation greatment nanotatory information below. The address field 105-71000	Is have been populated with the ingestation's tog	*Address Line 1 Address Line 2 Address Line 3 Address Line 3 Address Line 4 "City "Province:State "Postal Code/2p Code	3028 Abion Road North Otsees Ontario Ontario Charlos or USA, select K10 254 Example: R31 215 or 12045. #	NA.		

Step	Instruction	Picture	
16	After all roles are filled with the appropriate registered	Add Mandatory Contact Roles Please setup the bitaining introductions, which are mendatory to the request. If he mendatory contect relaci) have already been assigned from a previous perforpation request have set not be any mendatory contect wite to essay in the Request Details	Role(s) to Assign table
	person(s), the <b>Add</b>	Request Number: 19.040	
	Mandatory Contact Roles screen is displayed – click	Organization ID: 109111 Organization: POWERTRAL, NC. Request Type: CMP-MMR Periodetion Participation Type: CMP-MMP, CMP-Operator: CMP-RMP Add Mandatory Contact Roles	
	Done.	Please assign the following contact roles, which are mendeloy for this request. If the mendeloy contact role() have already been assigned from a previous periopation request them will not be any mandatory contact role() have already been assigned from a previous periopation request them will not be any mandatory contact role() have already been assigned from a previous periopation request them will not be any mandatory contact role() have already been assigned from a previous periopation request them will not be any mandatory contact role() have already been assigned from a previous periopation request them will not be any mandatory contact role() have already been assigned from a previous periopation request them will not be any mandatory contact role() have already been assigned from a previous periopation request them will not be any mandatory contact role() have already been assigned from a previous periopation request them will not be any mandatory contact role() have already been assigned from a previous periopation request them will not be any mandatory contact role() have already been assigned from a previous periopation request them will not be any mandatory contact role() have already been assigned from a previous periopation request them will not be any mandatory contact role() have already been assigned from a previous periopation request them will not be any mandatory contact role().	tact role to assign in th
		Contact Role Description	Min. No Required Ex
		Equipment Registration Spreadure Spr	1 1
		Involong and Berving Person responsible for submitting and maintaining, or approving banking information for your organization.	1 1
		Prudential Person responsible for submitting prudential information and is the point of contact for any issues regarding prudentials (margin calls, warnings and defaults) for your organization.	1 1
		Emergancy Preparedness Plan Preparedness Plan for your organization.	4 4
		Revenue Metering Person responsible for viewing the measure case for registered meter installations and in-fight data submitted during a meter registration request. The Revenue Metering Contact for a transmitter organization is responsible for approxing Site Registration Reports for transmission delivery ports.	1 1
		Notice of Disagreement Person responsible for submitting Notices of Disagreement for settlement statements for your organization.	1
		Dispetch Data Submitter Person or Section responsible for submitting and/or changing the bids or offers for your organization.	1 3
		Control Room Control room section for your organization.	s
		in in 1-8 of 8 in in Robels) to assign	
		Contact Role Name Description Min. Required No. of Existing	
		No tema available	

Done

	he <b>Assign Optional</b>		
C	Contact Roles screen is	Assign Optional Contact Roles Please angre any derived contact roles with this request. Note that you can only easign to Request Details	ortisct notes that are nearly accessible as a neuril of this enrolment request. Contact roles that are already available must be assigned through Update Organization
di	displayed – click <b>Done</b> .	Request Number: 18.000 Organization ID: 101111 Organization: POWERTRAIL, NC. Request Type: Enter Mannet Pertopation Paralisation Syse: CMP - MMP: CMP - Operator, CMP - Owner: CMP - RMP Optional Contact Roles The contact roles available before and only contact prior had an every port	which as a result of this request. Contact roles that are siteady available as a result of existing participations must be updated through the "Update Organization" action. To
		essign these contact roles, piesse select "Assign Contacts". If done, select Name	For Person or Section
		Contributor Information Contact	Person
		Control Room Section	Section

You can verify completion on the **News** screen and viewing a notification that contact roles assignment has been completed.



Step	Instruction	Picture
19	Task: Show PSO	News Tasks (2) Records Reports Actions   Applan  Click here to send a task.  S NEWST-
	Click <b>Tasks</b> on the menu bar at the top of the screen.	Assigned to Me > Sent by Me Starred @        • POWERTRAIL INC Prudential Requirements Contacts Show PSO for POWERTRAIL INC Request Number:19090 42 minutes ago 12
	Click <b>Show PSO for <your< b=""> <b>organization&gt;</b> from the list of available tasks displayed on the subsequent screen.</your<></b>	
	Click <b>Yes</b> to confirm that you accept the task.	
	Note: This task is made available after the Prudential Requirements contact is assigned as part of Assign Contact Role(s).	

Step	Instruction			Pic	cture		
20	The Capacity Prudential Support Information screen is	Capacity Prudential Su	ipport Informat	tion			
	displayed - click <b>Submit</b> .	This is the capacity prudential support obligation for	POWERTRAIL INC.				
	displayed - click <b>Subilit</b> .	Capacity Prudential Support	Obligation				
		Capacity Prudential \$12,650.00 Support Obligation:					
		Capacity Prudential Support	Obligation Details				
		Commitment Details:					
		Auction Capacity (MW)	Year	Season	Zone	Туре	Clearing Price
		11	2019	WINTER	BRUCE	PHYSICAL	\$100.00
		Total Commitment 11 Capacity (MW):					
		Availability \$25,300.00 Payment:					
		Business Days: 23					
		Capacity Support 50 Obligation Percentage:					
		Capacity PSO Prior \$12,650.00 To Reduction:					
		Agency Name:					
		Credit Rating:					
		Credit Rating \$0.00 Reduction:					
		Good Payment 0 Years:					
		Payment History \$0.00 Reduction:					



# Task: Submit PSP News Tasks (23) Records Reports Actions Click Tasks on the menu bar at the top of the screeen. Stigned to Me > Sent by Me Click here to send a task. Click here to send a task.

Click **Show PSO for <your organization>** from the list of available tasks displayed on the subsequent screen.



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#### Step Instruction

Enter the required prudential support obligation amount in the Actual Amount to be Posted field, select the Payment Method from the Payment Method drop-down list (the Letter of Credit must be provided per the template), enter bank name in the **Bank** field, and click **Submit** to confirm the information submission. Following the submission you may proceed with sending the funds to the IESO using the payment method specified.

#### 💷 🌔 Appia Tasks (23) Records Reports Actions SAVE DRAFT → REASSIGN Ø REJECT You have accepted this task. Return task to all assignees. Submit Capacity Prudential Support Information For DEF COMPANY **Capacity Prudential Support to be posted** Actual Amount to be Posted 580 The IESO requires the letter of credit to be provided by a bank named in a Schedule to the Bank Act, S.C. 1991, C.46 with a minimum long-term credit rating of "A". Please provide the name of the bank you wish to use in order for us to verify its eligibility. In addition, we require the format be compliant with the IESO letter of credit template and recommend to email a draft to prudential lieso ca for review prior to couriering the original. Payment Method • Letter Of Credit Download Recommended Letter Of Credit Template Letter Of Credit Template Bank \* TD Confirming Bank (If applicable) 👩 TD Comments **Capacity Prudential Support Obligation** Capacity Prudential \$560.00 Support Obligation: **Capacity Prudential Support Obligation Details** 2021 SUMMER (May 1, 2021 to October 31, 2021) **Obligation Period** Commitment Details CAR Type Zone / CAR Auction Capacity (MW) Clearing Price (\$) + EAST Total Auction Capacity (MW) Agency Name Availability Payment Credit Rating \$1,120.00 Capacity Prudential Support Obligation Percentage Credit Rating Reduction \$0.00 Capacity PSO Prior To Reduction Good Payment Years \$560.00 Business Days Payment History Reduction \$0.00

### Appendix E: How to Register a Virtual Demand Response Resource

The following table provides step-by-step instructions, with accompanying screen captures, describing how to register/update virtual Demand Response Resources using the Online IESO web-based registration system.



Step	Instruction	Picture
1		
Action:	Manage Resources	ieso
Log in t	to the Online IESO	
	sed registration	Username
system	using this <u>link</u> .	Password
	our Username and	Remember me on this computer
Passwo	ord, and click <b>Sign In</b> .	Forgot your password? SIGN IN
		Planned IT Outages
		Legal Disclaimer: Attention to Participants: This system is owned and
		operated by the IESO, and all use of this system is governed by the Market Rules. As a registered Participant, you have received a unique and confidential User Account
		and Password from the IESO to access this system and you agree to maintain their confidentiality. You specifically agree that you are exclusively responsible for all access to
		and any activity on this system that occurs through the use of your User Account and Password. If you become aware of any unauthorized use of your User Account or
		Password, you agree to immediately notify the IESO. The IESO is not liable for any loss or damage arising from any
		unauthorized access or use of your User Account and Password. If you do not agree with these terms and conditions, immediately advise the IESO and do not login
		to this system.

2 Click **Actions** on the menu bar at the top of the screen.

Select **Manage Resources** from the list of available action items displayed on the subsequent screen.



Step	Instruction
	Note: In order to
	assign capacity, if you
	already have resources
	assigned to your virtual
	CARs, use the Manage
	Demand Response
	Contributor Registry
	Information action
	(Appendix G: How to
	Manage Contributors
	for Virtual HDR
	Resources).

3 The Manage Resources screen is displayed.

Select the option corresponding to **Register Resources for Virtual Capacity Obligations**, and click **Next**.



Step	Instruction	Picture					
5	On the following screen, select from the drop down list the name of the organization that owns the equipment associated to the resource you intend on managing, and click <b>Next</b> .	News Tasks ( ) Records Reports Actions					
	The <b>Request New Virtual</b> <b>Resource(s)</b> screen is displayed.	News Tasks (7) Records Reports Actions					
		Request New Virtual Resource(s)					
	Select the check box corresponding to the zone(s) requiring a resource, and click <b>Ne</b> xt.	Select Virtual Resource Zones         Assign Metered Market Participant and Registered Market Participant         Assign User-Resource Relationships           Request Details         Organization         Request Number           RODAN ENErGY SOLUTIONS INC (19680)         4730           Organization Authorization         Vour organization has been autorized as a Capacity Market Participant - Owner           Select Virtual Resource Zones         Select Virtual Resource Zones					

Step	Instruction	Picture						
6	Identify the Metered Market Participant (MMP), the Registered Market Participant (RMP), and the Virtual DR Resource Type for each resource, and click <b>Submit Request</b> .	News Tasks (7) Records Report Save DRAFT Register Virtual Resource : Request Details Organization RODAN ENERGY SOLUTIONS INC (109680) Assign Metered Market Par	urces	Request 4730	Number		Assign User-Resource Relationshi	рз
	Note: After the IESO approves the resource modelling name, another task is initiated.		t (MMP) and Registered Market Participant (RMP) for ear the IESO has reviewed your request. Once all roles have Metered Market Participant (MMP) * RODAN ENERGY SOLUTIONS INC Registered Market Participant (RMP) * RODAN ENERGY SOLUTIONS INC	e been accepted a tas	k will be issue se Auction R od	ed to each unique RMI		
		Residential		Obligation Period Summer 2021 Winter 2021 Summer 2021 Winter 2021		CAR Name  Rodan1 Rodan1 Rodan2 Rodan2	CAR Type  Virtual Hourly Demand Response - Câl Virtual Hourly Demand Response - Câl Virtual Hourly Demand Response - Residential Virtual Hourly Demand Response - Residential	Obligation (MW) 50 50 5 5 5

Step	Instruction		Picture		
7	Task: Manage User-Resource Relationship for New Resource(s)	News       Tasks (13)       Records       Reports       Actions         You have accepted this task. Return task to all assignees.       B SAVE DRAFT       PREASSIGN       Image Reports         Manage User - Resource Relationship			
	Click <b>Tasks</b> on the menu bar at the top of the screen.	Request Details Organization ID: 187556 Organization Name: Y2 AGG COMPANY Facility Name:	Request Number: 4183 Request Type: Register Resources for Virtual Capacity Obligations Request Start Date: 8/16/2019 6:36 AM EST		
	Select Manage User- Resource Relationship for New Resources <your organization&gt; from the list of available tasks displayed on the subsequent screen.</your 	User - Resource Relationship  CHATHAM-LT.ZYAGG_DRA	Request Status: In Progress Selected Resource: CHATHAM-LT.ZYAGG_DRA REMOVE ALL USERS/API FROM SELECTED RESOURCE		
	The <b>Manage User –</b> <b>Resource Relationship</b> screen is displayed.		All the actions below will be executed on the subset of resources fitterd by the selected facility or all resources if no facility is selected		
	Select the appropriate resource(s), and click <b>Add</b> <b>Selected User(s) to all</b> <b>Resources.</b>	CANCEL	ADD SELECTED USER(S) TO SELECTED RESOURCE ABOVE ADD SELECTED USER(S) TO ALL RESOURCES REMOVE SELECTED USER(S) FROM ALL RESOURCES SUBMIT		

Step	Instruction	Picture	
8	Review/confirm your selection, and click <b>Submit</b> .	n save Deart Manage User - Resource Relationship	
		Request Details         Organization ID: 187356       Request Number: 4100         Organization Name: YZ AGG COMPANY       Request Yype: Regination Name: 8710         Facility Name:       Request Start Date: 8710         Request Start Date:       8710         Request Starts:       In Pice	ster Resources for Virtual Capacity Obligations /2019 6:36 AM EST
		User - Resource Relationship  OKATHAMALT_2YAGG_DRA	
		Users Select one or more users All the actions below vill be  resources if no facility is sele	recuted on the subset of resources filterd by the selected facility or all ted
		Select one or more users All the actions below will be e	

Step	Instruction		Picture	
9	The <b>Confirm User</b> – <b>Resource Relationship</b> <b>Changes</b> screen is displayed. Click <b>Confirm</b> .	8 SWE DWAT Confirm User - Resource Relationship Changes		
		Request Details Organization ID: 117566 Organization Name: YZ AGG COMPANY	Request Number: 4103 Request Type: Register Resources for Virtual Capacity Obligations	
		Facility Name: Added User/API Resource Rel	Request Start Date: 8/16/2019 6/36 AM EST Request Status: In Progress ationship	
	Note: The IESO issues a Registration Approval Notice (RAN) after completing an assessment of the submission.	User/API Drap. Amy Removed User/API Resource User/API BACK	Relationship	

# Appendix F: How to Assign a New Physical DR Resource to an Obligation

The following table provides step-by-step instructions, with accompanying screen captures, describing how to assign physical resources to a Capacity Obligation using the Online IESO web-based registration system.



Step	Instruction	Picture
1		
	Action: Assign Resource to	
	Capacity Obligation	ieso
	Log in to the Online IESO	Username
	web-based registration	Password
	system using this <u>link</u> .	Remember me on this computer
	Enter your Username and	Forgot your password? SIGN IN
	Password, and click Sign In.	Planned IT Outages
		Legal Disclaimer: Attention to Participants: This system is owned and
		operated by the IESO, and all use of this system is governed by the Market Rules. As a registered Participant,
		you have received a unique and confidential User Account and Password from the IESO to access this system and you agree to maintain their confidentiality. You specifically
		agree that you are exclusively responsible for all access to and any activity on this system that occurs through the
		use of your User Account and Password. If you become aware of any unauthorized use of your User Account or
		Password, you agree to immediately notify the IESO. The IESO is not liable for any loss or damage arising from any
		unauthorized access or use of your User Account and Password. If you do not agree with these terms and conditions, immediately advise the IESO and do not login
		to this system.

#### Step Instruction Picture 2 Click **Actions** on the menu bar at the top of the screen. Actions Tasks ( ) Records Reports News Select Assign Resource to 😫 ieso 🏻 P Click here to post. **Capacity Auction Obligations** from the list of Q Search news available action items displayed on the subsequent screen.

#### 3 The Assign Resource to **Capacity Obligations** screen is displayed. SAVE DRAFT Assign Resource to Capacity Obligations Select the CMP name from Capacity Market Participant - Owner DEF COMPANY \* the drop-down list. Online Select an Action \* Action Description Manage Physical Capacity Obligation Assign a physical resource to an upcoming physical capacity obligation IESO will pre-select the Select Commitment Period Year\* May 1, 2021 to April 30, 2022 available action(s). If CANCEL needed, select the Action and Commitment Year, and click Next.

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NEXT

Step	Instruction			ſ	Picture			
4	On the following screen, your capacity obligations for	News Tasks (65) Recc	rds Repor	ts Actions				III 🌘 Appi
	the selected commitment period will be displayed.			pacity Obligations and the resource to be assigned with the CAR. The capaci	ity obligation of the CAR will be fulfilled with	this selected resource	e and the Allocated Capacity of the	
	Choose the desired capacity obligation and click <b>Assign Resource</b> .		ns For Cor	) nmitment Year 2021 assign registered resource and click Assign Resource	Request Number 4574			
		CAR Name     HAM_LOVE (100302)	Zone	CAR Type Capacity Dispatchable Load Resource	Capacity Obligation 2021 SUMMER   10 MW	Resource	Allocated Capacity	Status
		Submission Comments			2021 WINTER   10 MW			ASSIGN RESOURCE
		CANCEL						SUBMIT

Step	Instruction	Picture				
5	Your available resources will					
	be shown. Select one	News Tasks (76) Records Reports Actions III 🕡 Applan				
		Its SAVE DRAFT				
	resource that will satisfy the	Assign Resource to Capacity Obligations				
	capacity obligation and click	Please select your Capacity Auction Resource (CAR) and the resource to be assigned with the CAR. The capacity obligation of the CAR will be fulfilled with this selected resource and the Alocated Capacity of the resource will be displayed.				
	Add Resource	Organization Request Number DEF COMPANV(187554) 4582				
		Obligation Information by Organization (Record)				
	Assignment.	CAR H4M_LOVE (100302)   Capacity Dispatchable Load Resource   TORONTO				
	Click <b>Submit</b> at the bottom	Capacity Obligations				
	CIICK Submit at the bollom	Obligation Period Capacity Obligation (MW) Allocated Capacity (MW)				
	of the page.	2021 SUMMER 10				
		2021 WINTER 10				
		Available Resources* Please select a resource that was not available during capacity enrollment and click Add Resource Assignment				
		Resource     Facility				
		BACK TO CARS TABLE       ADD RESOLUTE ASSIGNMENT         Submission Comments				
		CANCEL				
6	From the pop-out box, click					
	Yes to confirm the	Are you give you want to add the accimpant of Percurse				
		Are you sure you want to add the assignment of Resource PICKERINGA-LT.SS2 (101798) to CAR HAM_LOVE (100302) ?				
	assignment.					
		NO				

# StepInstruction7Upon approval, you will<br/>receive an email from the<br/>IESO summarizing the<br/>resource assignment.

#### - This is an automated message: Do not reply to this Email Address -

The IESO has approved the capacity obligation physical resource assignment for DEF COMPANY. as part of Request #4584

Picture

CAR Name	CAR TYPE	Resource	Zone	Obligation Id	Obligation Period	Capacity Obligation (MW)	Allocated Capacity (MW)
HAM LOVE	Capacity Dispatchable	PICKERINGA-	TORONTO	1075	2021 SUMMER	10 MW	0 MW 🛦
(100302)	Load Resource	LT.SS2 (101798)	TORONTO	1076	2021 WINTER	10 MW	0 MW 🛦

A Please note that the resource capability is lower than the capacity obligation.

Sincerely, IESO

то

IESO Enrolment Specialist

## Appendix G: How to Manage Contributors for Virtual HDR Resources

The following table provides step-by-step instructions, with accompanying screen captures, describing how to manage contributors using the Online IESO web-based registration system.



Step Instruction	Picture
Action: Manage Demand Response	•
Contributor Management Registry	ieso
Log in to the Online IESO web-based	Username
registration system using this link.	Password
Enter your Username and Password, and click <b>Sign In</b> .	Remember me on this computer
	Forgot your password? SIGN IN
	Planned IT Outages
	Legal Disclaimer:
	Attention to Participants: This system is owned and operated by the IESO, and all use of this system is
	governed by the Market Rules. As a registered Participant, you have received a unique and confidential User Account
	and Password from the IESO to access this system and you agree to maintain their confidentiality. You specifically agree that you are exclusively responsible for all access to
	and any activity on this system that occurs through the use of your User Account and Password. If you become
	aware of any unauthorized use of your User Account or Password, you agree to immediately notify the IESO. The
	IESO is not liable for any loss or damage arising from any unauthorized access or use of your User Account and
	Password. If you do not agree with these terms and

2 Click **Actions** on the menu bar at the top of the screen.

Select Manage Demand Response Contributor Registry Information from the list of available action items

displayed on the subsequent screen.

Step	Instruction	Picture
3	<ul> <li>Note: This allows you to:</li> <li>Register new Virtual or Physical contributors to a Demand Response Resource.</li> <li>Modify or remove Virtual or Physical contributors associated to a Demand Response Resource.</li> <li>Select the organization you will be</li> </ul>	New Tasks ( ) Record: Reports Action       Actions       If the province in Capacity Auction Obligations Image my organizations Physical Capacity Dollgation or requests a Virtual Obligation or sple.       If the province in Capacity Auction Obligations Image my organizations Physical Capacity Dollgation or requests a Virtual Obligation or sple.       If the province in Capacity Auction Obligations Image my organizations Physical Capacity Dollgation or requests a Virtual Obligation or sple.       Image my organizations Physical Capacity Dollgation or requests a Virtual Obligation or sple.       Image my organizations Physical Capacity Dollgation or requests a Virtual Obligation or sple.       Image my organizations Physical Capacity Dollgation or requests a Virtual Obligation or sple.       Image my organizations Physical Obligation or requests a Virtual Obligation or sple.       Image my organizations Physical Obligation Commitments, or request a Virtual Obligation Organizations Physical Obligation Transfer Request Image my organizations Physical Obligation Transfer Request Image my organization Physical Obligation Transfer Request Image my organization Physical Obligation Transfer Request Image my organization Physical Report Capacity Ubgroup Obligation Transfer Request Image my organization Physical Report Image Physical Obligation Transfer Request Image Physical Obligation Transfer Request Image Physical Obligation Physical Report Image Physical Ph
5	representing while completing this action, and click <b>Next</b> .	Choose Organization         Presented the representation presenting the sector.         Constraints         Image: Im
4	If your organization already has a request open under another resource, then the <b>Manage Contributor</b> <b>Request</b> screen is displayed, giving the option to submit a new request or to cancel an in-progress request.	Manage Contributor Request         Submit a new request or Cancel in progress request of managing contributor.         Select an Action *       Description         © Submit a new request       Submit a new request for adding, modifing, removing contributors.         Cancel a in-progress request       Submit a new request for adding, modifing, removing contributors.

Choose "Submit s new request", and click **Next**.

Step	Instruction	Picture
	Note: It is possible to cancel the request, provided that the request has not passed final approval.	
5	On the following screen, select a Demand Response Resource from the drop-down list.	Contributor Management
		Select Demand Response Resource *

Step	Instruction	Picture				
6		Contributor Monogoment 407565	FAST Auction Col			
(C&I)	Commercial and Institutional (C&I) Resources	Contributor Management - 187565	Resource Id 18755			
	The screen is populated with	Organization Name ENERGY ABC VTimelines for Request	Resource Name LENNOX-LT_ENERGYABC_DRA			
	registration data for the selected resource.	Proposed Effective Date June 1. 2020 Request Submission Deadline May 11. 2020	Business Days Left to Submit a Completed Request 3			
	Click Add Virtual Contributor or	Select Demand Response Resource * 187565 - EAST - Auction - C&i				
	Add Physical Contributor (based on your requirements).	ADD VIRTUAL CONTRIBUTOR	Total Contributors Capacity (MW) 0.000 Commitment Capacity (MW) 0 + ADD PHYSICAL CONTRIBUTOR			
		ВАСК	3			

Step	Instruction	Picture	
7	For virtual contributors, provide	Add New Virtual Contributor	
C&I)	details for each contributor using the form (an asterisk indicates a mandatory item), and click <b>Save</b> <b>Contributor</b> to create a virtual contributor.	- Request Information         Resource Id         20679         187565         Organization Name         Resource Name         ENERGY ABC         LENNOX-LT_ENERGYABC,         Contributor Information         Name*         LOC Name @*         AEcTTRA UTILITIES CORP         AECTTRA UTIL	
		Address * LDC Account Number () 123 street west 111111111	•
	Design Updates:	Format: Street, City, ON, Postal Code Lead Class Type * Identify Contributor par Industrial • No	ticipation in other IESO Demand Response Program or Energy Efficiency
	The requirement to submit a	016	mand Response programs or Energy Efficiency initiatives
	record of installation (ROI) has been removed. CMPs will now be required to submit a copy of an LDC Statement (issued within three months of the contributor	Data Acquisition Method *       Ihave informed the hos identified obligation per identidenter identified obligation per identified obl	LDC that this contributor is participating in the Capacity Auction during th od *
	effective date) with each metering installation	LDC Statement     An LDC Statement indicated for each metering installation that is associated with the LDC account number indicated in the Contributor de	tais.
	'Premise ID' field is removed	Number of Meter Installations * 1	
		LDC Statement ID LDC Steatement File	Description
	'Data Acquisition Method'	188186 LENNOX-LT.ENERGYABC_DRA_LDC_188186_20200507_y1	LDC attached X
	extended to include 'other'	Single Line Diagram An SLD submission is required when the Contributor Demand Response type is declared as Behind the Meter Generator.	
	SLD only required if the Demand Response type is selected as	SLD ID         SLD File           188187         LENNOX-LT.ENERGYABC_DRA_SLD_188187_20200507_v1	Description SLD attached X
	Behind the Meter Generation	CANCEL	SAVE CONTRIBUTO

Step	Instruction	Picture
C&I)	For physical contributors, provide details for each contributor using the form (a red asterisk indicates a mandatory item).	Add New Physical Contributor
	If the resource ID type is invalid, the system will check and return the following error message: "Error: NDL Resource ID not available where one or more parameters are not valid: (1) NDL Resource ID has already been registered as a physical contributor (2) Associated NDL metering installation active for less than two months. (3) Resource ID not fully registered as an NDL."	Name Test2 (physical) NLR Resource (d*
	Click <b>Save</b> to add a physical Contributor.	

Step	Instruction				Picture			
9	Upon completing the forms, you can	Contribu	iter Managemen	197565	EAST Austion C?	1		
(C&I)	view added contributor(s) on the <b>Contributor Management</b> screen in the <b>New Contributors Added</b> section, and then click <b>Submit</b> . Finally, on the <b>Submit Request</b> – <b>Confirmation</b> screen, select <b>Click</b> <b>Here to Finish Submission</b> .	✓ Request Number 20679 Organization Na ENERGY ABC	Information	1 - 187505 -	EAST - Auction - C& Resource 187565 Resource LENNOX-	e Id		
		Proposed Effecti June 1, 2020 Request Submiss May 11, 2020			Business 1	Days Left to Submit a Completed Re	quest	
		Selected Demand 187565 - EAST - J	d Response Resource Auction - C&I					
		<ul> <li>Resource</li> <li>Capacity Obligat</li> <li>12</li> <li>Obligation Perior</li> <li>2020 - Summer</li> </ul>	ion (MW) d Q		12.000 Commit 12.000	ntributors Capacity (MW) 9 nent Capacity (MW)		
		+ ADD VIRTUAL CO ~ New Con Id	tributor Added	Туре	+ ADD PH	IYSICAL CONTRIBUTOR	NDL Status	DELETE
		188190	Test2 (physical)	PHYSICAL	8	PENDING	PENDING	X
		188188	Test1	VIRTUAL	4	PENDING		x

ВАСК

SUBMIT

10 Once the request has been submitted by the CMP, Online IESO will generate a separate task for the Non-Dispatchable Load (NDL) Revenue Metering Contact to approve the capacity allocated to the physical contributor.

The NDL Revenue Metering Contact must log in to the Online IESO webbased registration system in order to approve the request.

Click **Tasks** on the menu bar at the top of the screen and select **Begin Reviewing NDL Resource**s from the list of tasks.

Once selected, the NDL Revenue Metering Contact must first **Accept** the task before completing it.

Under **Submitted Contributors**, click on the **Contributor ID** to see contributor details.



tep	Instruction			Picture		
	Next, review Contributor Details,					
C&I)	update comments as needed, and	Review NDL Resource Co	ntributors			
arj	click <b>Approve</b> .	✓ Request Information Request Number		Resource Id		
	On the main screen, click <b>Submit</b> .	20679 Organization Name ENERGY ABC		187565 Resource Name LENNOX-LT.ENERGYABC_DRA		
		Contributor Details		LENNOX-LT.ENERGYABC_DRA		
		Name Test2 (physical) NDL Resource Id 123456				
		NDL Resource 8 Capacity (MW)				
		Comments Approved				
		Comments History				
		commence miscory				
		Amy Drap - 5/11/2020 2:30 PM EST: Allocated 8 MWs to	physical Contributor			
			physical Contributor			APPROVE
		Amy Drap - 5/11/2020 2:30 PM EST: Allocated 8 MWs to	physical Contributor			APPROVE
		Amy Drap - 5/11/2020 2:30 PM EST: Allocated 8 MWs to		EAST - Auction - C&	I	APPROVE
		Any Drap - 5/11/2620 2:30 PM EST: Allocated 8 MWs to BACK Review NDL Resource Cor ~Request Information			I	APPROVE
		Any Drap - 5/11/2020 2:30 PM EST: Allocated 8 MWs to BACK Review NDL Resource Cor		EAST - Auction - C& Resource Id 187565	I	APPROVE
		Amy Drap - 5/11/2020 2:30 PM EST: Allocated 8 MWs to BACK Review NDL Resource Cor ~Request Information Request Number		Resource Id	I	APPROVE
		Amy Drap - 5/11/2020 2:30 PM EST: Allocated 8 MWs to BACK Review NDL Resource Cor ~ Request Information Request Number 20679 Organization Name ENERGY ABC ~ Timelines for Request		<b>Resource id</b> 187565 <b>Resource Name</b> LENNOX-LT_ENERGYABC_DRA		APPROVE
		Amy Drap - 5/11/2020 2:30 PM EST: Allocated 8 MWs to BACK Review NDL Resource Cor ~ Request Information Request Number 20679 Organization Name ENERGY ABC		Resource Id 187565 Resource Name		APPROVE
		Any Drap - 5/11/2020 2:30 PM EST: Allocated 8 MWs to BACK Review NDL Resource Cor ~ Request Information Request Number 20679 Organization Name ENERGY ABC ~ Timelines for Request Proposed Effective Date June 1, 2020 Request Submission Deadline		Resource Id 187565 Resource Name LENNOX-LT.ENERGYABC_DRA Business Days Left to Submi		APPROVE RE
		Any Drap - 5/11/2020 2:30 PM EST: Allocated 8 MWs to BACK BACK Review NDL Resource Cor ~ Request Information Request Number 20679 Organization Name ENERGY ABC ~ Timefus for Request Proposed Effective Date June 1, 2020		Resource Id 187565 Resource Name LENNOX-LT.ENERGYABC_DRA Business Days Left to Submi		APPROVE RE
		Any Drap - 5/11/2020 2:30 PM EST: Allocated 8 MWs to BACK Review NDL Resource Cor ~ Request Information Request Number 20679 Organization Name ENERGY ABC ~ Timelines for Request Proposed Effective Date June 1, 2020 Request Submission Deadline May 11, 2020		Resource Id 187565 Resource Name LENNOX-LT.ENERGYABC_DRA Business Days Left to Submi		APPROVE
		Any Drap - 5/11/2020 2:30 PM EST: Allocated 8 MWs to BACK BACK Review NDL Resource Cor ~ Request Information Request Number 20679 Organization Name ENERGY ABC ~ Timelines for Request Proposed Effective Date June 1, 2020 Request Submission Deadline May 11, 2020		Resource Id 187565 Resource Name LENNOX-LT.ENERGYABC_DRA Business Days Left to Submi		R Capacity (MW)

Step	Instruction		Picture	
12	Finally, at the <b>Review NDL</b>			
(CO T)	Resource – Confirmation screen	<b>Review NDL Resource - Confirmation</b>		
(C&I)	select Click Here to Finish	✓ Request Information		
	Select Click here to Finish	Request Number	Resource Id	
	Submission.	20679	187565	
	Subilission.	Organization Name	Resource Name	
		ENERGY ABC	LENNOX-LT.ENERGYABC_DRA	
		NDL has been Approved		
				CLICK HERE TO FINISH REVIEW

#### 13

(C&I)

Scenario #1 – IESO Approves Contributor Request

Once the IESO has reviewed and approved all contributor registrations within a request, an email notification is sent to the CMP's Contributor Information Contact (CIC) summarizing the registration details.

- This is an automated m	essage: Do not reply to this Email Address –
An SRR has been implem	ented and uploaded into IESO systems for the following Demand Response Resource:
Request Number:	20679
Organization Name:	ENERGY ABC
Resource ID:	187565
Resource Name:	LENNOX-LT.ENERGYABC_DRA
SRR Effective Date:	May 31, 2020
Virtual Meter ID:	DRA1000034430
Virtual Meter Effective D	ate: June 1, 2020
Affected NDL Resources: Contributor Total MW: Capacity Obligation (MW Rejected contributor(s):	12
Additional IESO Comme	ints:
	hat the IESO has successfully implemented all approved contributor registrations. Please use ID to submit measurement data for this resource at the time of activation.

Subject Contributor Management Notification (June 1, 2020) - 187565 - EAST - Auction - C&I - ENERGY ABC
Step	Instruction	Picture
	The Online IESO contributor	Subject Contributor Management Notification (June 1, 2020) - 187565 - EAST - Auction - C&J - ENERGY ABC
	management process has been modified to eliminate the need for NDL Approval before	- This is an automated message: Do not reply to this Email Address –
	removing physical contributors.	This notification indicates that one or more of your facilities enrolled in a Demand Response Market Participant's contributor portfolio has been removed from the following resource:
		Request Number:20679Organization Name:ENERGY ABCResource Name:LENNOX-LT.ENERGYABC_DRAEffective Date:June 1, 2020Removed NDL Resources:123456
		IESO

Step	Instruction				Р	ricture			
15	The Online IESO system will save the Rejected Contributors registration information and present it to the user (CMP) for the subsequent month's registration with a <b>Rejected</b> status.	✓ Request Na 20690 Organizati ENERGY ABI ✓ Timel Proposed E July 1: 2020 Request Su June 11, 2027	est Information imber on Name ines for Request ffective Date bmission Deadline 0	ement - 1	87565 - EAST - Au	Resource Id 187565 Resource Name LENNOX-LT.ENERGYABC	DRA Jubmit a Completed Requ	Jest	
		187565 - E Capacity Ol 12 Obligation 2020 - Sumr + ADD VIRTU				Total Contributors Cap 4.000 Commitment Capacity 4.000 + ADD PHYSICAL CONTR	(MW)		
		ıd 188188 <b>~ Previ</b> c	Name Test1	tributors	Type VIRTUAL	Auction Capacity (MW)		DELE	TE
		ld 188190	Name Test2 (physical)	Type PHYSICAL	Auction Capacity (MW)	Status REJECTED	NDL Status	Effective Date	DELETE

BACK

- 16 Click **Reports** on the menu bar at the top of the screen, and select
- (C&I) Demand Response Contributors Report to view the Registered Active Contributors list for each zone/Demand Response Resource by month.

You can view your **Site Registration Report (SRR)** by clicking the



# Step Instruction

## Picture

hyperlinks at the bottom of the screen.

Select **Export Results to Excel** to export the **Contributors Report** to Excel.

The **Contributors Report** is now available for download as an Excel workbook.

# Design Updates:

Contributor Reports updated to include four additional columns: LDC Name, LDC Account #, DR Type, and Data Acquisition Method

elect Year						Sel	lect Report Mont	h					
2020						▼ Ju	ine						
												Export Contrib	itor Data to F
												Diport contents	
NERGY A	BC - C	ontributor F	legistry as o	of June, 0								1	
Contributor 1	BC - C	ontributor F Registered Contributor Name	Contributor	Resource	1, 2020 NDL Resource ID	Virtual Meter Point ID	Contributor Type	LDC Name	LDC Account #	DR Type	Data Acquisition Method	Effective Date	Record End Date

188190	EAST	Test2 (physical)	8.000	123456		PHYSICAL			6/1/2020	12/31/5000
Zone Totals as	of June, 0	1, 2020								
Zone			† то	atal Contributor MW	s		Obligatio	n MW's		
EAST			12.0	000			12.000			
ZONE TOTAL			12.0	000			12.000			

#### ENERGY ABC - DR Resource Active SRR's as of June, 01, 2020

Resource Id 1	Zone	SRR File	SRR Effective Date	SRR End Date
187565	EAST	LENNOX-LT.ENERGYABC_DRA_SRR_187565_20200601_v1	6/1/2020	12/31/5000

Active Residential Contributor Document's are NOT found for June, 01, 2020

Instruction				Pie	cture			
Residential Resources	Cont	ributor Manageme	ent - 18753	6 - SOUTHWEST	۲ - Auctio	on - Residential		
	∽Requ	est Information						
		lumber				I		
The <b>Contributor Management</b>								
-	FWRN LP	Ion Name						
screen is populated with registration	<b>~</b> Time	lines for Request						
data for the selected resource						ays Left to Submit a Completed Re	quest	
data for the selected resource.					15			
Click <b>Add Monthly Residential</b>								
Contributor Group								
contributor Group.	187536 -	SOUTHWEST - Auction - Residential						
		Obligation (MW)				ibutors Capacity (MW) 📀		
		n Period 😧				nt Capacity (MW)		
	2019 - Sun	nmer			0			
			UP					
	∨To be	e Removed Contributors						
	Id	Name	Туре	Auction Capacity (MW)	Status	# of Control Contributors	# of Treatment Contributors	DELETE
	187543	MIDDLEPORT-LT.FWRNLP_DRA	RESIDENTIAL	20	PENDING	350	2	x
	InstructionResidential ResourcesThe Contributor Management screen is populated with registration data for the selected resource.Click Add Monthly Residential Contributor Group.	Residential Resources The Contributor Management screen is populated with registration data for the selected resource. Click Add Monthly Residential Contributor Group. Click Add Monthly Residential Contributor Group. Casaity Contributor Group Casaity Contributor Group Casaity Contributor Group	<section-header>         Residential Resources       Contributor Management         Screen is populated with registration       Contributor Resource         Click Add Monthly Residential       Contributor Beal         Contributor Group       Contributor Resource         Click State State State State State       Contributor State         Contributor Group       Contributor State         Contributor Group       Contributor Resource         Contributor Correct       Contributor State         Contributor Group       Contributor Resource         Contributor Correct       Contributor State         Contributor Correct       Contributor Resource         Contributor Group       Contributor Resource         Contributor Resource       Contributor Resource         Contributor Correct       Contributor Resource         Contributor Correct       Contributor Resource         Contributor Correct       Contributor Resource         Contributor Resource       Contrest         Contributor</section-header>	Residential Resources   The Contributor Management   screen is populated with registration   data for the selected resource.   Click Add Monthly Residential   Contributor Group.	Residential Resources         The Contributor Management         screen is populated with registration         data for the selected resource.         Click Add Monthly Residential         Contributor Group.         Click Contributor Group.	Residential Resources         The Contributor Management screen is populated with registration data for the selected resource.         Click Add Monthly Residential Contributor Group.         Click Add Monthly Residential Contributor Group.         Secure Note:         Secure Note:         Secure Note:         Secure Note:         Click Add Monthly Residential Contributor Group.         Secure Note:         Secure Note:	Residential Resources         The Contributor Management screen is populated with registration data for the selected resource.         Click Add Monthly Residential Contributor Group.         Click Add Monthly Residential Gontributor Group.         Determine Resource Resource         Digitation free         Optimizer Submission Details         Server 11.2019         Determine Resource Resource         Digitation free         Optimizer Submission Details         Server 11.2019         Details Submission Details         Digitation free         Optimizer Capacity         Digitation free         Optimizer Capacity (MW)         Optimizer Capacity (MW)         Optimizer Capacity (MW)         Digitation free         Digitation free     <	Residential Resources         The Contributor Management screen is populated with registration data for the selected resource.         Click Add Monthly Residential Contributor Group.         Click Add Monthly Residential Contributor Group.         Setember 1.2019         Setember 2.2

Step	Instruction		Picture
18	Enter <b>Contributor Details</b> , and	Add New Residential Contributor	
(Res)	upload the Contributor list file.	✓ Request Information Request Number 19351	Resource Id 187536
	Click <b>Save</b> to create the new	Organization Name PVRRL LP Contributor Effective Month October, 2019	Resource Name MIDDLEPORT-LT.FWRNLP_DRA
	Residential Contributor.	Contributor Details Treatment Contributors Capacity (MW) *	
		Number of Treatment Contributors *	
		Number of Control Contributors * 400	
		Residential Contributor Management Registration Template Please click the link above to download the excel template. Select file to upload *	
		XLSX - 28.18 KB File format limited to Microsoft Excel (.xis or .xisx) Comments	

# Contributor list format:

CANCEL

A	В	С	D
Contributor Address	LDC Name	LDC Account#	Control Group Flag (Y/N)

SAVE

Step	Instruction				Pi	cture			
19	Upon completing the forms, you can	Cont	ributor Manageme	nt - 18753	6 - SOUTHWEST	- Auctio	on - Residential		
(Res)	<ul> <li>view added contributor(s) on the</li> <li>Contributor Management screen in</li> <li>the New Contributors Added</li> <li>section.</li> <li>Click Submit, and complete the</li> <li>submission by selecting Click Here</li> </ul>	Request N 19351 Organizati FWRN LP VTIME Proposed October 1,	on Name lines for Request Effective Date 2019 ubmission Deadline					quest	
	to Finish Submission.		emand Response Resource						
		Capacity C 30 Obligation 2019 - Sum				30.000	ributors Capacity (MW) Đ nt Capacity (MW)		
		Id	Name	Туре	Auction Capacity (MW)	Status	# of Control Contributors	# of Treatment Contributors	DELETE
		187651	MIDDLEPORT-LT.FWRNLP_DRA	RESIDENTIAL	30	PENDING	400	200	x
		≁To be	Removed Contributors						
		Id	Name	Туре	Auction Capacity (MW)	Status	# of Control Contributors	# of Treatment Contributors	DELETE
		187543	MIDDLEPORT-LT.FWRNLP_DRA	RESIDENTIAL	20	PENDING	350	2	×
		BACK	t Request - Confirn	nation					SUBMIT
		Request Num 19351 Organization				Resource I 187536 Resource I	Name		
		October, 2019	ffective Month en submitted successfully			MIDDLEPO	RT-LT.FWRNLP_DRA		
								CLICK HERE TO	FINISH SUBMISS

Step	Instruction				Pic	ture				
20	An email notification is sent after the									
(Res)	IESO has approved the submission.									
21	Click <b>Reports</b> on the menu bar at the									
(Res)	top of the screen, and select	News T	asks (104) Recor	ds Repo	rts A	ctions				
(Res)	Demand Response – Contributors				_					
	<b>Report</b> to view the registered active contributors list for each	🏈 i e	eso ∾				t <mark>ributor Tracki</mark> est / Task Repor			
	zone/Demand Response Resource by	Search repo	orts Q				tributors Repo			
	month.			Man	hage Contr	ributor - Den	nand Response	Contributors	Report	
	Select <b>Export Results to Excel</b> to export the <b>Contributors Report</b> to	L AU S								
	export the <b>Contributors Report</b> to Excel. The <b>Contributors Report</b> is now		ponse - Contributor	rs Report		Select Report Mo September	nth			
	export the <b>Contributors Report</b> to Excel. The <b>Contributors Report</b> is now available for download as an Excel	Demand Res select Year 2020	ponse - Contributor	·	-		nth		Export C	Contributor Data to Ex
	export the <b>Contributors Report</b> to Excel. The <b>Contributors Report</b> is now	Demand Resp select Year 2020 FWRN LP - Contril Contributor ID 1 Zone	butor Registry as of Sept	ember, 01, 202 Contributor MWs	Resource ID		Virtual Meter Point ID	Contributor Type	Effective Date	Record End Date
	export the <b>Contributors Report</b> to Excel. The <b>Contributors Report</b> is now available for download as an Excel	Demand Resp select Year 2020 FWRN LP - Contril Contributor ID 1 Zone 187543 SOUTHV	butor Registry as of Sept	ember, 01, 202	Resource ID 187536	September		Contributor Type RESIDENTIAL RESIDENTIAL		
	export the <b>Contributors Report</b> to Excel. The <b>Contributors Report</b> is now available for download as an Excel	Demand Resp select Year 2020 FWRN LP - Contril Contributor ID 1 Zone 187543 SOUTHV	Butor Registry as of Sept           Registered Contributor Name           WEST           MIDDLEPORT-LT.FWRNLP_DRA	ember, 01, 202 Contributor MW's 20.000	Resource ID 187536	September	Virtual Meter Point ID DRAC1000034170	RESIDENTIAL	Effective Date 9/1/2019	Record End Date 9/30/2019
	export the <b>Contributors Report</b> to Excel. The <b>Contributors Report</b> is now available for download as an Excel	Demand Resp select Year 2020 FWRN LP - Contril Contributor ID 1 Zone 187543 SOUTHV	butor Registry as of Sept Registered Contributor Name MIDDLEPORT-LT.PWRNLP_DRA WEST MIDDLEPORT-LT.PWRNLP_DRA	ember, 01, 202 Contributor MW's 20.000	Resource ID 187536	September NDL Resource ID	Virtual Meter Point ID DRAC1000034170	RESIDENTIAL	Effective Date 9/1/2019	Record End Date 9/30/2019
	export the <b>Contributors Report</b> to Excel. The <b>Contributors Report</b> is now available for download as an Excel	Demand Resp select Year 2020 FWRN LP - Contrill Contributor ID 1 Zone 187543 SOUTH 187543 SOUTH	butor Registry as of Sept Registered Contributor Name MIDDLEPORT-LT.PWRNLP_DRA WEST MIDDLEPORT-LT.PWRNLP_DRA	ember, 01, 202 Contributor MW's 20.000	Resource ID 187536	September NDL Resource ID	Virtual Meter Point ID DRAC1000034170 DRAT1000034170	RESIDENTIAL	Effective Date 9/1/2019	Record End Date 9/30/2019 9/30/2019
	export the <b>Contributors Report</b> to Excel. The <b>Contributors Report</b> is now available for download as an Excel	Demand Resp select Year 2020 FWRN LP - Contributor ID 1 Zone 187543 SOUTH 187543 SOUTH 20ne Totals as of September Zone	butor Registry as of Sept Registered Contributor Name MIDDLEPORT-LT.PWRNLP_DRA WEST MIDDLEPORT-LT.PWRNLP_DRA	ember, 01, 202 Contributor MW's 20.000	Resource ID 187536	September NDL Resource ID	Virtual Meter Point ID DRAC1000034170 DRAT1000034170	RESIDENTIAL	Effective Date 9/1/2019	Record End Date 9/30/2019 9/30/2019
	export the <b>Contributors Report</b> to Excel. The <b>Contributors Report</b> is now available for download as an Excel	Demand Resp select Year 2020 FWRN LP - Contril contributor ID 1 Zone 187543 SOUTH 187543 SOUTH 187543 SOUTH 200e Totals as of September Zone SOUTHWEST ZONE TOTAL	butor Registry as of Sept Registered Contributor Name MIDDLEPORT-LT.PWRNLP_DRA WEST MIDDLEPORT-LT.PWRNLP_DRA	ember, 01, 202 Contributor MW's 20.000 20.000	Resource ID 187536 187536	September NDL Resource ID	Virtual Meter Point ID DRAC1000034170 DRAT1000034170 Contributor MW's 12.000	RESIDENTIAL	Effective Date 9/1/2019	Record End Date 9/30/2019 9/30/2019 Obligation MW

EXPORT RESULTS TO EXCEL

Step	Instruction			Picture		
22	Select the desired Residential	ENERGY ABC - R	esidential Contr	ibutor Document's as of May, 01, 2017		
(Res)	Contributor File, and use the pop-up	Resource Id	↑ Zone	Residential Contributor File	Effective Date	End Date
(1105)	on the screen to download the file.	143357	WEST	CHATHAM-LT.ENERGY-ABC_DRA_RES_143394_20170501_v1	5/1/2017	5/31/2017

# Appendix H: How to Submit Demand Response Measurement Data

The following table provides step-by-step instructions, with accompanying screen captures, describing how to submit demand response measurement data using the Online IESO web-based registration system.



Step	Instruction	Picture
1		
	Action: Submit Demand Response	
	Measurement Data	📢 ieso
	Log in to the Online IESO web-based	Username
	registration system using this link.	Password
	Enter your Username and Password,	Remember me on this computer
	and click <b>Sign In</b> .	Remember me on this computer
		Forgot your password? SIGN IN
		Planned IT Outages
		Legal Disclaimer: Attention to Participants: This system is owned and
		operated by the IESO, and all use of this system is governed by the Market Rules. As a registered Participant,
		you have received a unique and confidential User Account and Password from the IESO to access this system and
		you agree to maintain their confidentiality. You specifically agree that you are exclusively responsible for all access to
		and any activity on this system that occurs through the use of your User Account and Password. If you become
		aware of any unauthorized use of your User Account or
		Password, you agree to immediately notify the IESO. The IESO is not liable for any loss or damage arising from any
		unauthorized access or use of your User Account and Password. If you do not agree with these terms and
		conditions, immediately advise the IESO and do not login to this system.

Step	Instruction	Picture
2 3	Click <b>Actions</b> on the menu bar at the top of the screen. Select <b>Submit Demand Response</b> <b>Measurement Data</b> from the list of available action items displayed on the subsequent screen.	News       Tasks ( )       Records       Reports       Actions       # O       Applin         Image: Capacity Auction Capacity Auction Enrollment Requests       Submit Capacity Auction Enrollment Requests       Submit Capacity Auction Offer       Submit Capacity Auction Offer       Submit Capacity Auction Prudential Information       Image: Capacity Auction Prudential Information       Image: Capacity Auction Offer       Submit Capacity Auction Prudential Information       Image: Capacity Auction Prudential Support Information       Image: Capacity Auction Prudential Support Information       Image: Capacity Auction Prudential Support Information       Image: Capacity Prudential Support Dinformation
	Note: This allows you to submit Virtual Measurement data with a virtual meter point ID associated to a Demand Response Resource.	Ugdate Organization of Ugdate Organization Seneral Organization Information, Control Centre Details. Preparedness Plan, Licences, Banking Information, Control Centre Details.
	Select a <b>Demand Response</b> <b>Resource</b> from the drop-down list.	Submit Demand Response Measurement Data
	Design Updates:	Request Number         Meter Point ID           20679         DR1000034430           Organization Name         SRE Effective Date           ENERGY ABC         6/1/2020           Resource Id         Resource Name           187565         LENNGX LENERGYABC_DRA           Obligation Period @         Submission Due Date
	<ol> <li>Measurement Data Control Sheet Template added to the Data Submission Task</li> </ol>	2020 - Summer July 24, 2020 Select Demand Response Resource * IR7565 - EAST - Auction - CAI Three Month Measurement Data File Required - April 2020; May 2020; June 2020 Select file to upload * ULICLOD

Step	Instruction	Picture
	<ol> <li>Measurement Data Submissions will be triggered based on Activation</li> <li>Each submission will require a Three Month Measurement Data File</li> </ol>	
4	The screen is populated with registration data for the selected resource. Click <b>Upload</b> to locate and upload a measurement data file (in CSV format only).	Submit Demand Response Measurement Data         Request Information         Request Number       DRA1000034430         20697       DRA1000034430         Organization Nume       SRE Effective Date         ENERGY ABC       6/1/2020         Resource Id       Resource Name         187545       LENNOX-LTENERGYABC_DRA         Obligation Periol ID       Submission Due Date         2020 - Summer       July 24, 2020
	Note: The system will indicate the data required in the measurement submission (i.e., months of interest).	187565 - EAST - Auction - CAL       ■         Select file to upload *         Dimest choice file format of CSV (comma Separated Values) only.         Please choice file format of CSV (comma Separated Values) only.         Resure choice file format of CSV (comma Separated Values) only.         Resure choice file format of CSV (comma Separated Values) only.         Measurement Data Control Sheet Template         Measurement Data Control Sheet Template

Step	Instruction		Picture
5			
()	Example of a Failed Validation	Validate and Confirm Measureme	nt Data For 187565 - LENNOX-LT.ENERGYABC_DRA
(C&I)		<b>∼</b> Request Information	
	Click Validate.	Request Number 20697 Organization Name ENERCY ABC	Meter Point ID DRA100034430 SRR Effective Date 6/1/2020
	The screen is populated with results	Resource ID 187565	Resource Name
	when the validation process is	Doligation Period 2020 - Summer Validation Details	LENNON-LT.ENERGYABC_DRA <b>Submission Due Date</b> July 24, 2020
	complete.	Uploaded Measurement Data File 3Monthfile_April_May_june_2020.xlsx	
	The validation will check:	Uploaded Measurement Data Control Sheet File Measurement Data Control Sheet Template.xlsx	
	1. That the file format meets	Failed Validation Three Month Measurement Data File Required - April 2020; May 2020; J	June 2020
	requirements;	The number of records in uploaded file does not match the expected re	ecords.
	2. Three months of data is	Required Number of Records: 25920 Number of Records in Uploaded File: 121 Select revised file to upload *	
	submitted.	Select revised control sheet file to upload	
	Specific errors will be identified if the	UPLOAD	
	data does not pass validation.	CANCEL	VALIDATE SUBMIT
	In this example, the number of records did not match what was		
	expected (i.e., uploaded the wrong month).		

Step	Instruction	Picture				
6						
C&I)	Example of a Passed Validation	Validate and Confirm Measurement Data For	187565 - LENNOX-LT.ENERGYABC_DRA			
	Click Validate.	✓Request Information Request Number 20697 Organization Name	Meter Point ID DRA1000034430 SRR Effective Date			
	The screen is populated with the results when the validation process is complete.	ENERGY ABC Resource ID 1875/55 Obligation Period © 2020 - Summer Validation Details Uploaded Measurement Data File BMonthfile April, May June, 2020.csv	G1/2020 Resource Name LENNOKLT.ENERGYABC_DRA Submission Due Date July 24, 2020			
	Important Note: The process of completing the validation for the three-month file can take up to one minute because of the number of records. Do not navigate away from the screen during this time.	Uploaded Measurement Data Control Sheet Templatexisx Three Month Measurement Data File Required - April 2020; May 2020; June 2020 Passed Validation Comments CANCEL	VALIDATE SUBMI			
, C&I)	A confirmation page is displayed after the file has been successfully validated. Click <b>Finish</b> to complete the process.	Confirmed Measurement Data For 187565 • Request Information Request Number 20697 Organization Name ENERGY ACC	- LENNOX-LT.ENERGYABC_DRA			

Resource Name

July 24, 2020

LENNOX-LT.ENERGYABC\_DRA

Submission Due Date

Resource ID

2020 - Summer

Obligation Period 🕖

Your Measurement Data has been submitted successfully.

187565

FINISH

Step	Instruction	Picture				
8	An email notification is sent after the					
	IESO has implemented and approved	Subject Measurement Data Submissio	n Notification (June 2020) - 187565 - ENERGY ABC			
(C&I)	the measurement data submission.	- This is an automated message:	Do not reply to this Email Address –			
		A Measurement Data File has been received, reviewed, approved and uploaded into IESO systems for				
		the following Demand Response	resource:			
		Request Number:	20679			
		Organization Name:	ENERGY ABC			
		Resource ID:	187565			
		Resource Name:	LENNOX-LT.ENERGYABC_DRA			
		Effective Submission Month:	June 2020			
		Submitted File Name:	3Monthfile_April_May_June_2020			
		Submission Date:	July 24, 2020			
		Virtual Meter ID:	DRA1000034430			
		Measurement Data Coverage:	April 2020; May 2020; June 2020			
		This notification indicates IESO has	successfully received measurement data submissions.			
		IESO				

9 To view measurement submissions for each zone/DR resource by month, (C&I) select Demand Response -**Measurement Data Submission Report** in the **Reports** tab.

> Note: You can view all the details of your submissions for any previous month.

### Demand Response - Measurement Data Submission Report

# **Report Filters:** Submission Year: **Effective Submission Month:**

2020

June

• \*Note: "Obligation Period" refers to each of the two six-month seasonal periods, the same as seasonal commitment period defined in the Demand Response Auction. In the Capacity Auction, the term "Commitment Period" refers to the entire length of time (i.e. 1 year) over which each auction secures capacity.

DRMP Name:

ENERGY ABC

Zone Name	Resource ID	Resource Name	Virtual Meter Point ID	SRR Effective Date	Measurement File Type	Final Status	Submission ↓ Date	Re- Submission Date	Obligation Id	Obligation Period*	Effective submission date
EAST	187565	LENNOX- LT.ENERGYABC_DRA	DRA1000034430	6/1/2020	Three Month	Submitted	7/24/2020		0001	Summer 2020	6/1/2020
,	Name	Name ID	Name ID Resource Name	Name ID Resource Name Point ID	Zone         Resource         Resource Name         Virtual Meter         Effective           Name         ID         Resource Name         Virtual Meter         Effective           Date         LENNOX-         DB1/00026420         64/0220	Zone         Resource         Name         Virtual Meter         Effective         Measurement           Name         ID         Point ID         Effective         Date         File Type	Zone         Resource         Name         Virtual Meter         Effective         Measurement         Final           Name         ID         Point ID         Effective         Effective         File Type         Status	Zone         Resource         Name         Virtual Meter         Effective Date         Measurement         Final         Submission I           Name         ID         Resource Name         Virtual Meter         Effective Date         File Type         Status         Date	Zone         Resource         Resource Name         Virtual Meter         Effective Date         Measurement File Type         Final Status         Submission Date         Submission Date           EAST         LENNOX-         Db100002420         5// 0000         Three Measth         Formiliand         70/0000         Date	Zone         Resource         Name         Virtual Meter         Effective         Measurement         Final         Submission         Obligation         Obligation         Id           Name         ID         Resource Name         Point ID         Effective         File Type         Status         Date         Date         Obligation         Id           East         LENNOX-         DB1000031400         C(LIDDO)         These Markin         Extended         Told/DDD         Op01	Zone         Resource         Nume         Virtual Meter Point ID         Measurement Effective Date         Final Status         Submission Date         Submission Date         Obligation Date         Obligation           10         Resource Name         Virtual Meter Point ID         Effective Date         Measurement Status         Final Date         Submission Date         Obligation Date         Obligation         Obligation </td

.

Step	Instruction	Picture
Sel	ect <b>Export Results to Excel</b> to	
exp	port the <b>Measurement Data</b>	
Su	bmission Report to Excel.	

# Appendix I: How to Complete a Capacity Obligation Transfer Request

The following chapter provides step-by-step instructions, with accompanying screen captures, describing the process for completing a capacity obligation transfer request using the Online IESO web-based system.

Step	Instruction	Picture
1	Log in to the Online IESO web-based registration system using this <u>link</u> . Enter your Username and Password and click <b>Sign In</b> .	Victure View ieso Username Password Remember me on this computer
		Forgot your password? Planned IT Outages Legal Disclaimer: Attention to Participants: This system is owned and operated by the IESO, and all use of this system is governed by the IESO, and all use of this system is governed by the IESO and cacess this system and you ave received a unique and confidential User Account and Password from the IESO to access this system and you agree to maintain their confidentiality. You specifically agree to maintain their confidentiality. You specifically agree to any unauthorized use of your User Account or Password, you agree to immediately notify the IESO. The IESO is not liable for any loss or damage arising from any unauthorized access or use of your User Account and Password. If you do not agree with these terms and conditions, immediately advise the IESO and do not login to this system.

Step	Instruction	Picture
2	Click <b>Actions</b> on the menu bar at the top of the page.	News Tasks ( ) Records Reports Actions
	Select Manage Capacity Obligation Transfer Request from the list of available action items displayed on the subsequent screen. Note: This action allows you to transfer some or all of an individual capacity obligation to another organization, or to yourself.	Assign Resource to Capacity Auction Obligations *         All >         Starred *         APPLICATIONS         Capacity Auction (5)         Create a Notice of Disagreement *         Monage Capacity Auction Commitments *         Modify my organization's Physical Obligation Commitments, or request a Virtual Obligation Split         Manage Capacity Auction (5)         Manage Capacity Export Request *         Submit or update a request to pursue a Capacity Export Opportunity for my results of Using Capacity Obligation Transfer Request         Manage Demand Response Contributor Registry Information         Manage Enrolment Request *
	individual capacity obligation to another organization, or to	Submit / Cancel Capacity Obligation Manage Demand Response Contri Manage Demand Response Contrib

Step	Instruction	Picture
3	Select your organization name from	
	the drop-down list and choose	😫 SAVE DRAFT
	whether you wish to <b>Submit</b> or	Manage Capacity Obligation Transfer Request
	Cancel a capacity obligation transfer	Select your organization *
	request.	Select an Organization 💌
	Choose to submit a request and click <b>Next.</b>	Choose an action * Submit Capacity Obligation Transfer Request Cancel Capacity Obligation Transfer Request
	(To cancel a request, skip to Step 9).	CANCEL

Step	Instruction	Picture							
4	On the following screen, you will select the applicable obligation	Submit Capacity	Obligation Transfer Request						
	period in which you wish to make the transfer from the drop-down list.	Organization	Organization Request Number						
	·	Please note that all capacity obl	igation transfer requests are subject to IESO approval.						
	<b>Note</b> : the transfer can only be made within the same obligation period.	Available Capacity Ob Obligation Period	oligations						
		Please select obligation period to see the Obligations for 2021 SUMMER (5/1	he related obligations /2021 - 10/31/2021)						
		Please select a CAR from which you wa	nt to trasfer capacity obligation CAR Type	Zone	Type	Capacity Obligation (MW)	Price S		
			Capacity Generation Resource	NORTHWEST	PHYSICAL	40	516		
			Virtual Hourly Demand Response - C&I	NORTHEAST	VIRTUAL	1.1	100		
	Based on the obligation period that is		Capacity Storage Resource	NORTHWEST	PHYSICAL	4	516		
	selected, the applicable Capacity Auction Resource (CAR) data relevant to your organization will be displayed on the screen. As part of this request, you will need to identify:	Transfer amount (MW) * Please enter the amount of capacity to Transfer to: Other Organization Other Organization Please select my organization if you an CANCEL	transfer e transfering capacity to another CAR owned by your organization, otherwis	e select other organization. And o	sick NEXT		SU		
	<ul> <li>The CAR from which you wish to transfer the obligation from;</li> </ul>								

- The amount of capacity you wish to transfer;
- The organization to which you wish to transfer capacity, or if to your own organization, the CAR that will receive the obligation.

Step	Instruction	Picture							
	Each transfer request is submitted								
	for one CAR at a time and can be								
	accepted by only one CAR.								
	Click Next.								
5	If the transfer is to another		ubmit Canacit	Obligation Transfor	Dequest				
	organization, you will need to identify			y Obligation Transfer	Request	12100320-02			
	the receiving organization to which the transfer will take place, from the drop-down list.	0	rganization			Request Numbe 51	er.		
			Please note that all capacity o	obligation transfer requests are subject to IL	50 approval.				
			Capacity obligation transfer fo	r 2021 SUMMER (5/1/2021 - 10/31/2021)					
	If the transfer is to your own		Transfer amount: 1 MW						
	organization, proceed to step 8.		Obligation Period: 2021 S	JAMAER					
			Capacity transferor's Capacity	Auction Resource					
			CAR Name	CAR Type	Zone	Туре	Initial Capacity (MW)	New Cepacity (MW)	Price S
	Note: Online IESO will only			Capacity Storage Resource	NORTHWEST	PHYSICAL	4	,	\$16
			Capacity transferee's Organiz	ation *					
	display organizations that are		Select Target Diganization			•			
	eligible to receive the transfer.		Select Target Organization						
	Click Submit and a tack will issued								
	Click <b>Submit</b> , and a task will issued	L							
	to the capacity auction contact of the		CANCEL						su
	receiving organization.								

Step	Instruction	Picture								
•	The Capacity Auction Contact of the receiving organization will accept the	News Task	s() Records Repo	rts Act	ions					
	transfer by working through the issued Task: Accept Capacity Obligation Transfer.	() ies	•			pacity Auction Contac	its	٦ NEW		
	As part of accepting the capacity obligation transfer, the receiving organization must identify the CAR that will receive the obligation.	Accept Capad	Req	uest #51 nute ago ☆		tion Transfer from		j 0.1 MW	1	
	Online IESO will limit the receiver to CAR's with the following characteristics:	Please review the followin Capacity obligation transi	has sent this capacity obligation transf g transfer information and select your target		ation	for acceptance.				
	<ul> <li>They must be the same obligation type (i.e. physical vs virtual);</li> </ul>	Transfer amount: 0. Obligation Period: 20	1 MW	O21 SOMMER			Deposit Rec \$203			
		Capacity transferor's Cap				1 - Sure				
	<ul> <li>The CAR must have surplus capacity;</li> </ul>	Transfer Amount (MW) 0.1	Zone NORTHEAST			Type		Price S		
		Capacity transferee's Ca		ick 'ACCEPT'						
	- The CAR must be in a zone	CAR Name	CAR Type	Zone	Туре	Capacity Obligation (MW)	Surplus Capacity (MW)	Revised Capacity Obligation(MW)		
	that's not at it's zonal limit		Virtual Hourly Demand Response - C&I Virtual Hourly Demand Response - Residential	BRUCE	VIRTUAL	2	6			
	(i.e. zonal limits will not be		Virtual Hourly Demand Response - Residential	NIAGARA	VIRTUAL	1.1	36.9 - 0.1 = 36.8	1.2	145.	
	exceeded as a result of the transfer).	The capacity auction resource are filtered to show only those that are eligible to accept the transferred capacity subjected to system limits and market rules								
	Once a CAR has been selected, click	Transfer test. Comments								
	Accept, and the request will go to	Accept test.								

Step	Instruction	Picture
	As part of this approvals process, the IESO will evaluate whether any additional deposit or prudential amount is required and will coordinate this accordingly.	
	If the receiving organization chooses to reject the transfer request, an email will be sent to the transferor to inform them.	
7	If the receiving organization accepts the capacity obligation using a CAR that is not yet registered, or if they are not a capacity market participant (CMP), they must become a CMP, register the resource and use the Assign Resource to Capacity Obligation action in Online IESO. Failure to complete all of these tasks during the forward period may result in non-performance charges or inability to receive an availability payment.	<see a="" and="" assign="" authorization,="" capacity<br="" cmp="" for="" register="" resource="" steps="" to="">Obligation found in Appendix D, E and F&gt;</see>

# Step Instruction

8 If the transfer is to your own organization, the screen will display your available CAR data for the selected obligation period.

> The upper portion of the table (Capacity transferor's CAR) displays the source obligation information, while the lower portion of the table (Capacity transferee's CAR) displays the destination obligation information. Choose one transferee CAR to receive the transfer.

> Once a CAR has been selected, click **Submit**, and the request will go to the IESO for approval.

As part of this approvals process, the IESO will evaluate whether any additional deposit or prudential amount is required and will coordinate this accordingly.

## Picture

Submit Capacity Obligation Transfer Request

Organization Request Number 40 Please note that all capacity obligation transfer requests are subject to IESO approval Capacity obligation transfer for 2021 SUMMER (5/1/2021 - 10/31/2021) Transfer amount: 1 MW Obligation Period: 2021 SUMMER Capacity transferor's Capacity Auction Resource CAR Name CAR Type Zone Type Initial Capacity (MW) New Capacity (MW) Price S Virtual Hourly Demand Response - C&I EAST VIRTUAL 516 15 14 Capacity transferee's Capacity Auction Resource\* Select the CAR to which you want to transfer the capacity obligation and click 'SUBMIT' CAR Name CAR Type Zone Type Capacity Obligation (MW) Surplus Capacity (MW) Revised Capacity Obligation(MW) Price S Virtual Hourly Demand Response - C&I BRUCE VIRTUAL 2 6 120 Virtual Hourly Demand Response -NIAGARA VIRTUAL 150 36.9 Residential

	Virtual Hourly Demand Response - Residential	BRUCE	VIRTUAL	2	6		120
	Virtual Hourly Demand Response - C&I	NIAGARA	VIRTUAL		36.9		
-	Virtual Hourly Demand Response - Residential	SOUTHWEST	VIRTUAL	25	175 - 1 = 174	26	516
							5 items

The capacity auction resource are filtered to show only those that are eligible to accept the transferred capacity subjected to system limits and market rules

Step Instruction
------------------

### Picture

9 If your submitted transfer is to another organization and you wish to cancel, you may do so up to the point the receiving organization processes their task. Once the task is processed, the option to cancel is not available in Online IESO.

To cancel, click **Actions** on the menu bar at the top of the page.

Select **Manage Capacity Obligation Transfer Request** from the list of available action items displayed on the subsequent screen.

Choose the request you wish to cancel by selecting the check box, enter the cancellation reason in the field that's provided, and click **Submit**.

If your transfer is to your own organization, there is no option to cancel it in Online IESO after the request is submitted to the IESO.

Pleas	e select the obligation transfer	request you want to cancel and provi	le your comment below			
<u>a</u> S	elect Obligation	Fransfer Request				
~	Request Number	Obligation Period	Source Zone	Source CAR	Initial Capacity (MW)	Transfer Amount (MW)
~	132	2021 SUMMER	WEST	TEST CAR 2 (100226)	20	2
	annot select this request beca cellation Reason *	ause it is already received by IESO				

Step	Instruction	Picture
	Note: if you wish to submit a second transfer request from the same capacity obligation, you cannot do so until the first transfer request is approved by the IESO. Approval includes satisfying any revised prudential or deposit requirements.	

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