METER EXEMPTIONS GUIDELINE

Creation and Management of Meter Exemptions

Prepared by:	AEMO Markets
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Current version release details

Version	Effective date	Summary of changes
1.0	1 November 2023	Creation of Guideline to support the integration of Exemptions into MSATS

Note: There is a full version history at the end of this document.

1. Introduction

1.1. Purpose and scope

This Guideline supplements the Metering NEM Exemption Procedures. The NER and the National Electricity Law prevail over this Guideline to the extent of any inconsistency.

1.2. Definitions and interpretation

The Retail Electricity Market Procedures – Glossary and Framework:

(a)   is incorporated into and forms part of this Guideline; and

(b)   should be read with this Guideline.

1.3. Related documents

Title	Location
Retail Electricity Market Procedures – Glossary and Framework	https://www.aemo.com.au/Electricity/National-Electricity-Market-NEM/Retail-and-metering
Metrology Procedure: Part A	http://www.aemo.com.au/Electricity/National-Electricity-Market-NEM/Retailand-metering
Exemption Procedure Metering Installation Malfunctions	https://aemo.com.au//media/files/electricity/nem/retail_and_metering/market_settlement_and_transfer_solutions/2022/exemption-procedure-meter-installation-malfunctions-v12.pdf?la=en
Metering Exemption (Small Customer Metering Installation)	https://aemo.com.au/-/media/files/electricity/nem/retail_and_metering/metering-procedures/exemption-guideline---small-customer-metering-installation.pdf?la=en

2. DISCLAIMER

The intention of this guideline is to assist metering co-ordinators with the creation and management of metering exemptions.

- reflects the identification of exemption status.
- reflects the validation of NMIs within an exemption and their status
- reflect the ability to manage an exemption through the exemption life cycle.

3. Application Process

The only person who can apply for an exemption from the requirement in clause 7.8.10(a) or 7.8.10 (a) of the NER is the Current MC.

3.1. Generally

AEMOs interpretation of the Rules is a Metering Co-ordinator is responsible for the registration and management and resolution of metering exemptions prior to the agreed exemption expiry date.

3.2. Responsibility

The Metering Co-ordinator must request an exemption within the Rule nominated period once they are aware that the issue cannot be resolved within the Rule requirement period.

The Metering Co-ordinator must ensure every endeavour to resolve the issue prior to requesting the metering exemption and must provide satisfactory evidence that this action has taken place.

AEMO has the responsibility of reviewing the evidence is satisfactory for an exemption to be granted and to either approve the exemption, reject the exemption, or request more information to support the exemption granting decision.

3.3. Supporting Information to support Application

The Current MC may apply for an exemption by creating an application within MSATS, once raised and when required, the Current MC must provide via email supporting information identifying the allocated Exemption number (see email templates in Appendix B). All supporting documentation must be sent to meter@aemo.com.au

4. Creation and Management of an Application

The following section provides instructions for the creation and management of an application within MSATS.

4.1. Exemption life cycle

Each exemption will run through a life cycle, from creation to the completion which also includes each associated NMI.

Each exemption may contain between 1 to 100,000 NMIs that are of the same Exemption category, Exemption type and Nature of exemption. If any of these items change for any corresponding NMIs a second exemption may be created to record the different conditions.

A copy of the 'logic' life cycle is provided below:
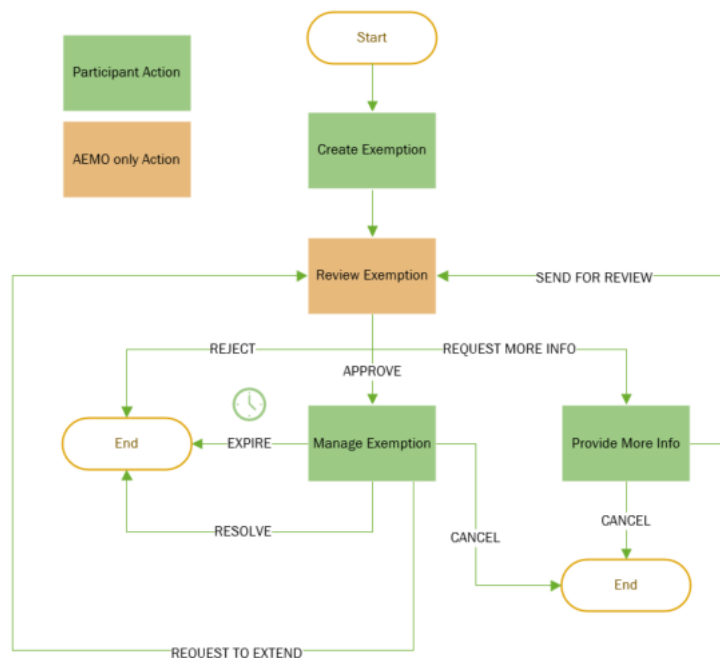
Diagram 1 – Exemption 'logical' life cycle

The following sections will step thought the exemption process within MSATS and include information to support the creation, management, and completion of an exemption.

4.2. Navigation to exemptions

To support the integration of meter exemptions into MSATS a new menu path for exemptions is available via the MSATS Browser and the Markets Portal.
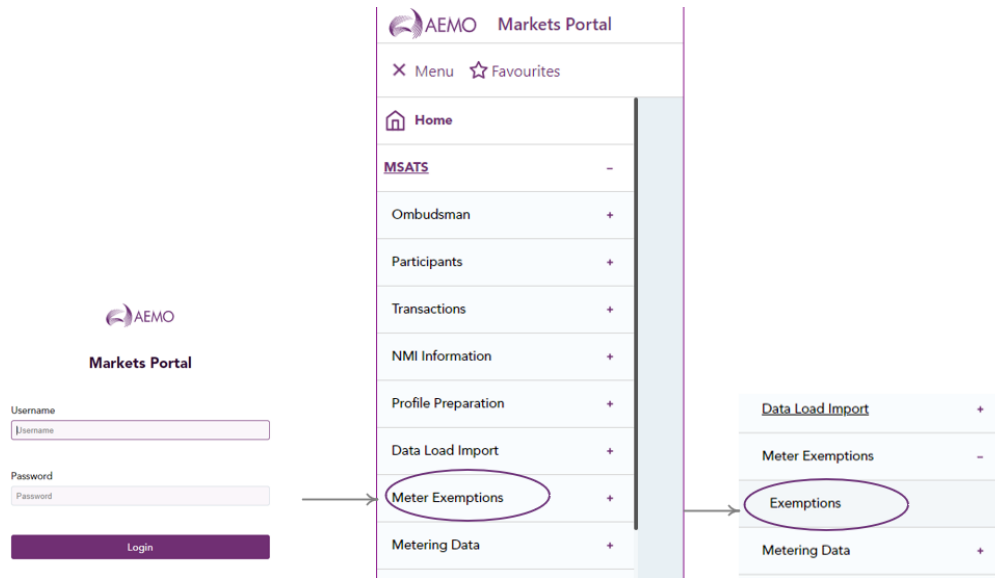
Diagram 2 – Exemptions menu path

The New menu path consists of a Meter Exemptions directory with a link to the Exemptions function.

Note: participants have the ability to create, manage and complete exemptions via APIs. For API details refer to section 4.12

4.3. Exemption list

Selection of the Exemptions link from the menu will direct the user to the Exemptions window.

This window is populated with existing exemptions for the registered participant ID. AEMO users have the ability to view all participant exemptions for monitoring and management purposes.

Exemption ID ↑↓	Date first aware ↑↓	Created date ↑↓	Age (days) ↑↓	Exemption end ↑↓	Status ↑↓	NMI qt ↑↓	Participant ID ↑↓
123456789012345	11/11/2022	02/11/2022	15	10/11/2022	FOR REVIEW	123	ORIGINMC
123456789012355	15/11/2022	02/11/2022	15	10/11/2022	ACTIVE	123	ENRYYAUS
123456789012365	13/11/2022	02/11/2022	15	10/11/2022	MORE DATA	123	ENRYYAUS
123456789012375	14/11/2022	02/11/2022	15	10/11/2022	RESOLVED	123	NENRYYAUS
123456789012385	11/11/2022	02/11/2022	15	10/11/2022	EXPIRED	123	ENRYYAUS
123456789012395	11/11/2022	02/11/2022	15	10/11/2022	REJECTED	33	ORIGINMC
123456789012335	11/11/2022	02/11/2022	15	10/11/2022	CANCELLED	33	ORIGINMC
123456789012325	11/11/2022	02/11/2022	15	10/11/2022	ACTIVE	33	ORIGINMC
123456789012315	11/11/2022	02/11/2022	15	10/11/2022	ACTIVE	33	ENRYYAUS
123456789012305	11/11/2022	02/11/2022	15	10/11/2022	MORE DATA	33	ENRYYAUS
123456789012346	11/11/2022	02/11/2022	15	10/11/2022	MORE DATA	33	ENRYYAUS
123456789012356	11/11/2022	02/11/2022	15	10/11/2022	REJECTED	33	ENRYYAUS

Diagram 3 – Exemption list

The Exemptions window includes the following features:

- Refine the list of exemptions being displayed by using the search parameters, including a calendar picker for each date field selection
- Sort the exemption list into ascending and descending orders via each column
- Page through the list of exemptions
- Drill down on the exemption by selecting the Exemption ID.
- Create a new exemption by selecting the New exemption button
- Retrieve a list of exemptions by selecting the Download as csv secondary level button

4.4. Creating a new exemption

Selection of the New exemption button on the Exemptions window will direct the user to the Create exemption window.

The create exemption window allows the participant to enter the exemption details and associated NMIs.

Diagram 4 – Create Exemption window

The Create exemptions window includes the following features:

- Participant details registered with AEMO for the participant ID[1] will be automatically displayed

- Exemption category, exemption type and nature of exemption values are configurable by AEMO and will display different values depending on the exemption selections (refer to Appendix A)

- Population of NMI details – refer section 5.4.1

- Confirmation pop up window will display to validate the selected actions.

- Comments, Action reason: this section is for the MC to provide notes on why they took the action. An example, if the MC cancels an Exemption, the participant may want to add a note, or if the MC wants an extension details should include why the exemption needs an extension and the actions that have been taken to resolve the exemptions prior to the extension being granted.

On completion of populating the exemption data, selection of the Create button will create the exemption and validate the associated NMI details. Once created an acceptance message with the exemption ID will be generated.

Note: Selection of the Cancel link will return the user to the Exemptions list window without saving any data changes.

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[1] Updating of registered participant for a participant id can be sent to the meter@aemo.com.au email address

4.4.1. Population of NMI Details

Two options have been provided for the online process to support the population of NMI details within an exemption:

1. Add manually: selection of the link will present the user with a pop-up input window
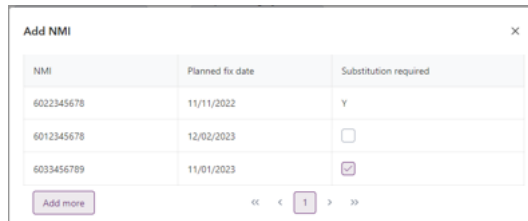

Diagram 5 – Add NMI pop-up window

Selecting the add more button will provide more fields to input addition NMI details.

Once the pop-up window exceeds its capacity a new page will be presented to the user.

2. Attach a CSV file: selection of the link will present the user with a pop-up window to select a file, please refer to section 4.11 For CSV format requirements
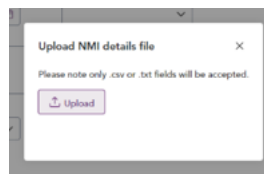
Diagram 6 – Upload file pop-up window

The uploaded CSV file will be displayed, this file can be deleted prior to the Exemption being saved, and a new file can be loaded.

Diagram 7 – Add NMI pop-up window

When recording a NMI the following information must be provided:

1. NMI
2. Planned fix date: Date by when the NMI issue will be resolved this date must be prior to the exemption expiry date and must provide a progression of correction over the exemption period.
3. Substitution Required: Identifies if meter reads for the NMI will require substitution until the issue resolution and the MDP has been notified.

Once the exemption create button is selected the associated NMIs entered via the Add manual or Attach a CSV file processes will be validated, any NMIs that fail validation will be excluded from the exemption.

The following validations will reject the NMI during the creation process:

1. Any duplicate NMI values within the exemption list.

2. NMI does not exist in MSATS

3. NMI with a status of 'X' (extinct) or 'N' (non-market)

4. The requesting participant id is not the active Metering Co-ordinator (RP) participant ID assigned to the NMI

5. NMI is included in another active exemption id.

4.4.2. Providing supporting information

While raising an exemption additional documentation may be required to support the exemption request[2]. This additional information will not be loaded into MSATS and must be sent to meter@aemo.com.au

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[2] Exemption supporting information will be stored in an AEMO directory separate from MSATS

4.5. Reviewing an exemption

Once the participant has created an exemption, the exemption status will be set to a status of 'For Review'. AEMO is responsible for reviewing all exemptions with a 'For Review' status. AEMO is the only party who can make changes while the exemption status is 'For Review'

While reviewing the exemption AEMO have 3 processing options:

1. Approve: the exemption has been provided until the exemption expiry date[3]. If AEMO approves an exemption with conditions, the condition details will display in the exemption history section on the right hand side of the exemption detail window.

2. More info: AEMO may request supporting information and or apply conditions prior to Approving or Rejecting the exemption request.

3. Reject: where AEMO believe the exemption is not supported within the rules, AEMO will reject the exemption.

While the exemption is in the 'For Review' status, participants will be able to view exemption details but will not be able to change or update the exemption.

Diagram 8 – Participant view when the exemption status is 'For Review'

Once an exemption is approved, MSATS will perform additional automation. Depending on the Exemption category value the following processes will be performed[4]:

- Metering Installation Malfunction – once the exemption is approved MSATS will;
    - Raise a CR5101 change request for each NMI to populate the standing data fields of Meter Malfunction Exemption Number and Meter Malfunction Exemption Expiry Date.
    - Completion of the CR5101 will send a notification to all eligible participants as per the CATS Procedures.
- Type 4A – a new SDQ check will notify Metering Co-ordinators of exemptions that have been approved within the previous 7 days. Exemptions for a Type 4A category will not update the Meter Malfunction Exemption Number or Meter Malfunction Exemption Expiry Date field in the NMI Details table within MSATS.

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[3] Participants will enter a requested exemption expiry date, however AEMO may at their discretion update the expiry date.

[4] The Exemption category is a configurable field by AEMO and new values and actions may be included in the future.

4.6. Providing more information

Where AEMO has requested more information, the status will be updated to 'More Info. Participants are required to:

- provide additional supporting documentation for the exemption[5], or

- update the exemption details and/or NMI details.

Diagram 9 – Details window when the exemption status is 'More Info'

Once the updates have been completed and/or supporting documentation provided to AEMO (where required) the selection of the Save for review button will return the exemption to AEMO for review.

Alternatively, the requesting participant has the option to cancel the exemption by selecting the Cancel exemption button. Selecting the button will set any NMIs registered in the exemption that have not been resolved to cancelled. The cancellation of a NMI allows the NMI to be included in a new exemption if required.

Note: Selection of the Cancel link will return the user to the Exemptions list window without saving any data changes.

4.6.1. Updating of NMI Details

A number of options are available to support the updating of NMIs within an exemption these include:

1. Online update of NMIs via

    a. Selecting the check box next to a NMI(s) and selecting the Remove NMI action. This option will set the NMI Status to Removed for the checked NMI(s)

    b. Selecting the check box next to a NMI(s), updating the Planned fix data and/or Substitute required checkbox, then selecting the Change NMI details action. This option will update details against the selected NMI(s) only.

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[5] Additional information will not be loaded into MSATS and must be sent to meter@aemo.com.au

Once the action button is selected the action will be performed immediately, and the NMI details will be updated to the saved exemption details.

2. Uploading of NMI list via

    a. Selecting the Upload NMI list action will enable additional NMIs to be included against the exemption request (only available prior to the exemption being approved).

    b. Selecting the Upload NMI changes action will update the existing NMI details within the exemption.

Only a single CSV file can be loaded for an exemption via the online upload process

Attach a CSV file: selection of the link will present the user with a pop-up window to select of file, please refer to section 4.11 for CSV format requirements

Diagram 10 – Upload file pop-up window

The uploaded CSV file will be displayed, the file can be deleted and a new file can be loaded.

Diagram 11 – Add NMI pop-up window

Once the exemption Send for review button is selected the associated upload file will be validated, any NMIs that fail validation will be excluded from the exemption.

The following validations will reject the NMI during the creation process:

    a. Any duplicate NMI values within the exemption.

    b. NMI does not exist in MSATS

    c. NMI with a status of 'X' (extinct) or 'N' (non-market)

    d. The requesting participant id is not the active Metering Co-ordinator (RP) participant ID assigned to the NMI

    e. NMI is included in another active exemption ID that is granted to the Current MC.

4.6.2. Downloading NMI List

To assist with the management of a large quantity of NMIs the user will be able to request a CSV list of NMIs for the exemption.

Selecting the NMI details action Download list will generate a CSV file in the participants download folder. The list will contain all NMIs for the exemption in the format described in section 4.11
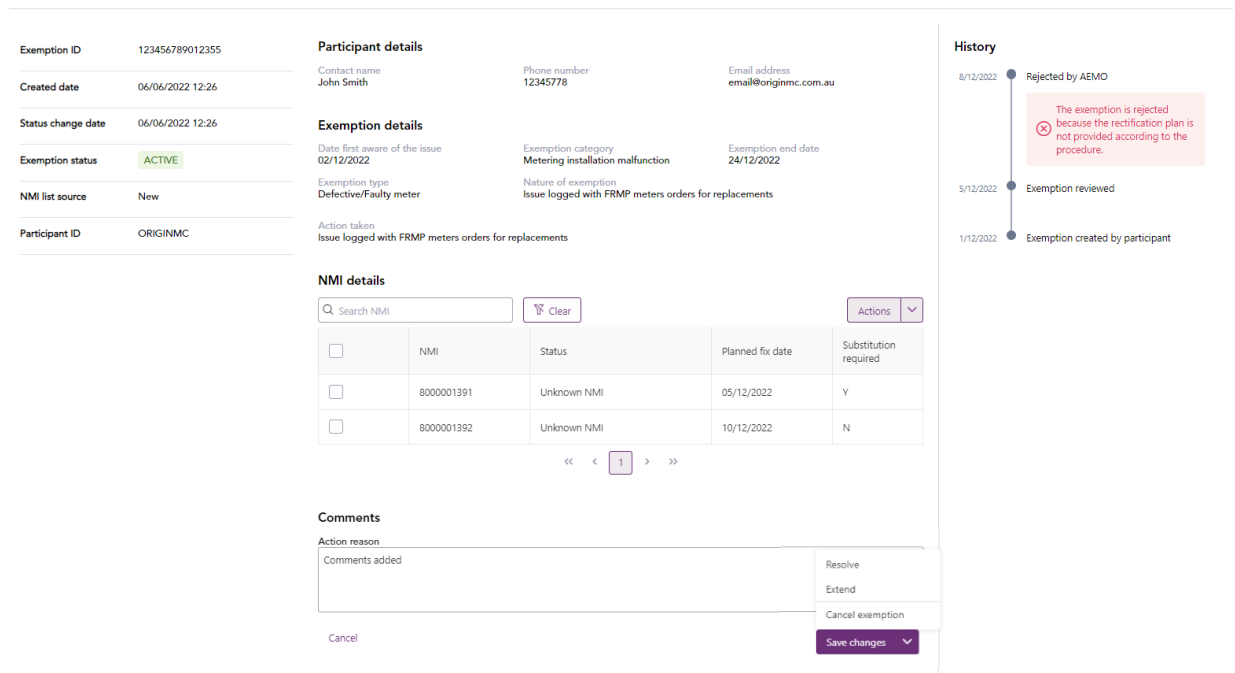
4.7. Managing an exemption

Once AEMO has Approved the exemption the status will be updated to 'Active'. All details within the exemption (including NMI details) are stored and cannot be updated, except the Action Reason field.

Participants are now required to manage the exemption by:

- Actioning each of the NMIs, then
- Actioning the exemption

Diagram 12 – Details window when the exemption status is 'Active'

4.7.1. Actioning a NMI(s)

A number of options are available to support the updating of NMIs within an exemption these include:

1. Online actioning NMIs via

    a. selecting the check box next to a NMI(s) and selecting the Resolve action. This option will set the NMI status to Resolved for the checked NMIs

    b. selecting the check box next to a NMI(s), and selecting the Cancel NMI action. This option will set the NMI status to Cancelled for the checked NMIs.
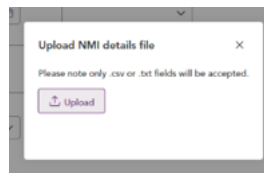
    Once the action button is selected the action will be performed immediately, and the NMI details will be updated to the saved exemption details.

2. Uploading of NMI list via

    a. Selecting the Upload NMI status action will update the status for the existing NMI details within the exemption.

    Only a single CSV file can be loaded for an exemption via the online upload process

Attach a CSV file: selection of the link will present the user with a pop-up window to select of file, please refer to section 4.11 for CSV format requirements
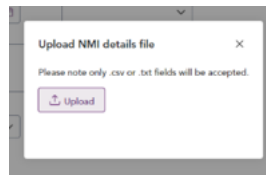
Diagram 13 – Upload file pop-up window

The uploaded CSV file will be displayed, the file can be deleted and a new file can be loaded.

Diagram 14 – Add NMI pop-up window

Once the exemption action button is selected the associated upload file will be processed against the associated NMIs.

Once updates to all NMI details have been completed, selection of the Save changes button will process the exemption changes as per *Diagram 14*.

Alternatively, the requesting participant has other options to select from:

- Cancel Exemption: will cancel the exemption and set any NMI that has not been resolved to cancelled[6].

- Resolve: will resolve the exemptions and set any NMIs that have not been resolved or cancelled to resolved.

- Extend: will send the exemption back for review, the participant should include details in the Action Reason field of when the extension is needed and a proposed new expiry date for the exemption. The AEMO reviewer will update the expiry date during the approval process.

4.7.2. Expiry of an exemption

Where an exemption reaches its expiry date the exemption and the associated NMIs will automatically be set to expired in the following AEMO Batch process.

AEMO will notify Metering Co-ordinators up to 21 days prior to an exemption expiry date that the exemption is due to expire. The notification will be included in a standing data quality (SDQ) report.

Once an Exemption is set to expired no updates are allowed. AEMO will also notify the Metering Co-ordinator of exemptions that have expired via a SDQ report.

4.7.3. Churn of Metering Co-ordinator

During the lifecycle of the exemption the Metering Co-ordinator may change. To support the churn of Metering Co-ordinators a new SDQ check will identify exempt NMIs that have a different active NMI Metering Co-ordinator compared to the Metering Co-ordinator on the

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[6] Cancelling a NMI enables the NMI to be included in a new exemption.

exemption, where this condition is identified the status of the NMI will be set to MC Churn against the exemption.

If the New MC for that metering installation requires AEMO to reissue the exemption, the New MC must create an application in MSATS within 5 business days of becoming the New MC to reissue the exemption and provide a statutory declaration that there are no circumstances warranting the expiry of the exemption.

4.7.4. Downloading NMI List

To assist with the management of a large quantity of NMIs the user will be able to request a CSV list of NMIs for the exemption.
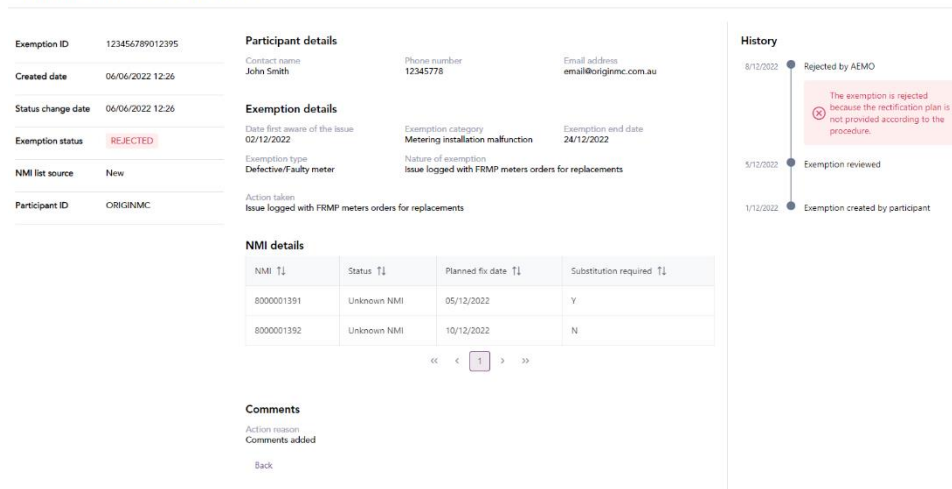
Selecting the NMI details action Download list will generator a CSV file in the participants download folder. The list will contain all NMIs for the exemption in the format described in section 4.11.

4.8. Viewing closed exemptions

Once an exemption has been closed the exemption can be viewed but cannot be updated. There is no process to re-activate a closed exemption, in this circumstance a new exemption will need to be created. Exemptions can be closed for by any of the following reasons.

- Rejected: exemption application has been rejected

- Cancelled: participant has cancelled the exemption

- Resolved: participant has resolved the exemption

- Expired: exemption expiry date has been reached.

Diagram 15 – Details window when the exemption is closed

4.9. Exemption notifications

Letters and correspondence will not be sent for metering exemptions in this automated process. It is the participants responsibility to monitor and manage the exemption progress.

However new Standing Data Quality (SDQ) checks will be included into the weekly reporting to Metering Co-ordinators, The SDQ checks will be:

- ME_EXPIRE_SOON
    - Description: Identifies metering exemptions due to expire in the next 21 calendar days
    - Header details: ParticipantID, RoleID, ExemptionID, sdr_key_2, sdr_key_3, Exemption_Start_Date, Exemption_End_Date, Status, Category, Type, Nature, NMI_Qt

- ME_EXPIRED
    - Description: identifies metering exemptions that have reached the expiry date and have been updated to expired
    - Header details: ParticipantID, RoleID, ExemptionID, sdr_key_2, sdr_key_3, Exemption_Start_Date, Exemption_End_Date, Status, Category, Type, Nature, NMI_Qt

- ME_MC_CHURN
    - Description: NMI assigned to an Exemption has changed MC and is no longer exempt.
    - Header details: QueryId, Stat_Date, ParticipantId, RoleId, Source, Table, NMI_ID, ME_ID, Sdr_Key_3, Start_Date, End_Date, Field, ME_Status, Category, Type, Nature, Old_MC

- ME_T4A_REVIEW
    - Notify the Metering Co-ordinator when an exemption with an Exemption category of Type 4A has been Approved or Rejected
    - QueryId,Stat_Date,ParticipantId,RoleId,Source,Table,NMI_ID,ME_ID, Sdr_Key_3,Start_Date,End_Date, Field, ME_Status,Category,Type,Nature, Old_MC

Upon approval of a *metering installation malfunction* exemption all participants who are entitled under the CATS Procedures will receive a Completion Notification when the CR5101 has completed. This notification will provide the *metering installation malfunction* exemption number and expiry date.

Upon resolution or cancellation of a *metering installation malfunction* exemption all participants who are entitled under the CATS Procedures will receive a Completion Notification when the CR5101 has completed. This notification will remove the *metering installation malfunction* exemption number and expiry date.

4.10. Transition of existing exemptions

To support the management of exemptions, AEMO will transition all metering exemptions into MSATS where the expiry date of the exemption is greater than go live date. The transition will include all NMIs registered against the exemption at the time of registration.

It will be the responsibility of the participant to update any NMIs that have been actioned between the date of registration assigned to the exemption.

4.11. CSV formats

Where a user elects to load a list of NMIs via the MSATS windows the standard AEMO CSV data format standard[7] must be used.

An example of the CSV file content is as follows:

```
C,PRODUCTION,METER_EXEMPTION_NMI,NEMMCO,POWERCOR,2022/04/07,22:04:05,,,,NEM,,
I,MEN,ACTION,NMI,PLAN_DATE,SUBSTITUTION_REQ
D,MEN,NEW,1234567890,2023/08/06,Y
C,END OF REPORT,4
```

where the ACTION can be:

- NEW: insert record
- CANCEL: update meter exemption NMI, status to 'CANCELLED'
- REMOVE: update meter exemption NMI, status to 'REMOVED'
- RESOLVE: update meter exemption NMI, status to 'RESOLVED'
- UPDATE: update meter exemption NMI

Note: the NEW action is only able to be performed during the creation of an exemption or when the exemption is in a status of MoreData.

4.12. API Navigation

To assist participants with the automation of the exemption creation and management of metering exemptions, APIs will be published for participant use.

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[7] Refer CSV Data Format for more information.

4.12.1. GET_METER_EXEMPTION_LIST

This API is called to get a list of Meter Exemptions.

Access to this API is controlled by URM entity WS_GET_METER_EXEMPTION_LIST

Method	GET
Gateway URI	NEMRetail/MeterExemption/exemptionList
Gateway Headers	Authorization: Basic userId:password – used to get Redis session ID (SSID) and insert X-ss-id header into native request.
Native URI	/msats/ws/getMeterExemptionList
Request Content	None
Error Content	HTML formatted reason for non-200 response code

Native Headers

Parameter Name	Mandatory	Description
X-initiatingParticipantID	Y	Identifies which participant the user is acting for. Only Meter Exemptions for this participant will be returned. Refer to the Set Participant browser function.
X-ss-id	Y	Identifies a Redis session for authorisation.
X-transactionID	N	Unique identifier for each request.Used for logging.
X-market	Y	Identifies the market: "NEM"
Accept	N	Identifies content types accepted by the client. Options: application/json text/csv Default is 'application/json'.

Request Query

Parameter Name	Mandatory	Description
status	N	When present, only list Meter Exemptions with the given status.
meterExemptionId	N	When present, only list the Meter Exemptions with that ID.
meterExemptionFromDate	N	When present, only list Meter Exemptions from the given date. Format YYYY-MM-DD
meterExemptionToDate	N	When present, only list Meter Exemptions up to the given date. Format YYYY-MM-DD
NMI	N	When present, only list Meter Exemptions for given NMI.
participantId	N	When present, only list Meter Exemptions for given participant ID. This is only supplied when it is a NEMMCO user and they have permission to perform search. For participant, if this parameter is supplied then it is ignored.

Response Code

Code	Description
200	Request processed successfully, list returned in JSON format.
400, 401, 403, 405, 429	Errors in headers or too many requests.
500	Request processing failed, reason for failure is returned.

Response Content

List of Meter Exemptions, identified by meterExemptionId.

Supports two formats: CSV and JSON.

CSV

If *'Accept'* = *'text/csv'* then response is in CSV format

C,PRODUCTION,METER_EXEMPTION,NEMMO,POWERCOR,2022/04/07,22:04:05,,,,NEM,,

I,MEL,METER_EXEMPTION_ID,EXEMPTION_DATE,CREATE_DATE,AGE,END_DATE,STATUS,NMI_QUANTITY,PARTICIPANTID

D,MEL,123456789012345,2022/07/12,2022/08/06,14,2023/01/12,FOR REVIEW,5000,ORIGINMC

C,END OF REPORT,4

JSON

If *'Accept'= 'application/json'* then response is in JSON format:

```
{
  "transactionId": "12345-abcd-27",
  "data":
      {
      "meterExemptions":
      ..{
        "meterExemption":
       [
         {
          "meterExemptionId": "123456789012345",
          "exemptionDate": "2022-07-12",
          "createDate": "2022-08-06",
          "age": "14",
          "endDate": "2023-01-12",
          "status": "FOR REVIEW",
          "nmiQuantity": "5000",
          "participantId": "ORIGINMC"
         }
       ]
       }
      },
  "meta":
      {
      "totalRecords": 1
      }
}
```

For JSON response, the maximum number of Meter Exemptions returned will be configured by AEMO.

4.12.2. GET_METER_EXEMPTION

This API which is called to get the following for the specified Meter Exemption:

- Participant Contact details

- Meter Exemption details

- Meter Exemption history

- Meter Exemption NMI list
    - If NMI specified then return only that NMI details.
    - If NMI not specified then
        - For CSV response, return the complete NMI list.
        - For JSON response, the maximum number of NMIs returned is defined by configuration.

Access to this API is controlled by URM entity WS_GET_METER_EXEMPTION

Method	GET
Gateway URI	NEMRetail/MeterExemption/exemptionDetails
Gateway Headers	Authorization: Basic userId:password – used to get Redis session ID (SSID) and insert X-ss-id header into native request.
Native URI	/msats/ws/getMeterExemption
Request Content	None
Error Content	HTML formatted reason for non-200 response code

Native Headers

Parameter Name	Mandatory	Description
X-initiatingParticipantID	Y	Identifies which participant the user is acting for. Only Meter Exemptions for this participant will be returned. Refer to the Set Participant browser function.
X-ss-id	Y	Identifies a Redis session for authorisation.
X-transactionID	N	Unique identifier for each request.Used for logging.
X-market	Y	Identifies the market: "NEM"
Accept	N	Identifies content types accepted by the client. Options: • application/json • text/csv Default is 'application/json'.

Request Query

Parameter Name	Mandatory	Description
meterExemptionId	Y	Identifies the Meter Exemption to be retrieved. If participant is NEMMCO then can retrieve any Meter Exemption. If participant is not NEMMCO then can only retrieve a Meter Exemption for that participant.
NMI	N	Identifies the NMI to be retrieved. NMI must be part of Meter Exemption.

Response Code

Code	Description
200	Request processed successfully, response returned in requested format.
400, 401, 403, 405, 429	Errors in headers or too many requests.
500	Request processing failed, reason for failure is returned.

Response Content

Response content can be either:

CSV

If 'Accept' = 'text/csv' then response is in CSV format and contains:

- Meter Exemption NMI list identified by meterExemptionId

C,PRODUCTION,METER_EXEMPTION_NMI,NEMMCO,POWERCOR,2022/04/07,22:04:05,,,,NEM,,

I,MEN,NMI,START_DATE,END_DATE,STATUS,PLAN_DATE,SUBSTITUTION_REQ

D,MEN,1234567890,2022/08/06,2022/09/06,ACTIVE,2023/08/06,Y

C,END OF REPORT,4

JSON

If 'Accept'= 'application/json' or not specified then response is in default JSON format and contains:

- Participant Contact details identified by participantId
- Meter Exemption details identified by meterExemptionId
- Meter Exemption history identified by meterExemptionId
- Meter Exemption NMI list identified by meterExemptionId and NMI if supplied.

```
{
"transactionId": "12345-abcd-27",
"data": {
    "participantContact":
     {
        "contactName": "John Smith",
        "phoneNumber": "0123456789",
        "email": john.smith@company.com
     }
    "meterExemption":
     {
        "meterExemptionid": "123456789012345",
```

```
        "participantId": "ORIGINMC",
        "startDate": "2022-08-06",
        "endDate": "2022-09-06",
        "status": "ACTIVE",
        "statusDate": "2022-08-06",
        "exemptionDate": "2022-08-12",
        "exemptionCategory": "MALFUNCTION",
        "exemptionType": "DEFECTIVE"
        "exemptionNature": "ACCESS"
        "actionTaken": "Issue logged with Telstra. Fix ETA 13/10/2022"
        "actionReason": "Checked communications"
        "conditions": "This exemption is conditional on receipt of a plan for the rectification of the metering
        installation containing the matters referred to in section 3.2 of the Exemption Procedure – Metering
        Installation Malfunctions"
        "extendCount": "1"
    }
  "meterExemptionHistory":
  {
      "meterExemptionStatus":
      [
        {
              "status": "MORE INFO",
              "statusDate": "2022-07-01",
              "conditions": "This exemption is conditional on receipt of a plan for the rectification of the
              metering installation containing the matters referred to in section 3.2 of the Exemption
              Procedure – Metering Installation Malfunctions"
        }
      ]
  }
  "meterExemptionNMIs":
  {
      "meterExemptionNMI":
      [
        {
              "NMI": "1234567890",
              "startDate": "2022-08-06",
              "endDate": "2022-09-06",
              "status": "NEW",
              "planDate": "2022-08-06",
              "substitutionReq": "Y"
        }
      ]
  ..}
    }

}
```

4.12.3. SUBMIT METER EXEMPTION

This API is called to submit a Meter Exemption payload and receive a message acknowledgment.

Access to this API is controlled by URM entity WS_SUBMIT_METER_EXEMPTION

Method	Post
Gateway URI	NEMRetail/MeterExemption/submission
Gateway Headers	Authorization: Basic userId:password – used to get Redis session ID (SSID) and insert X-ss-id header into native request.
Native URI	/msats/ws/submitMeterExemption
Native Headers	See below
Request Query Parameters	See below
Request Content	See below
Response Codes	See below
Response Content	None
Error Content	HTML formatted reason for non-200 response code

Native Headers

Parameter Name	Mandatory	Description
X-initiatingParticipantID	Y	Identifies which participant the user is acting for. Only Meter Exemptions for this participant will be returned. Refer to the Set Participant browser function.
X-market	Y	Identifies the market: "NEM"
X-ss-id	Y	Identifies a Redis session for authorisation.
X-transactionID	N	Unique identifier for each request.Used for logging.

Request Query Parameters

Parameter Name	Mandatory	Description
action	Y	
meterExemptionId	N	When presents, identifies the Meter Exemption to be updated. If participant is NEMMCO then can update any meter exemption. If participant is not NEMMCO then can only update a meter exemption for that participant.

Request Content

Multipart.

First part: Meter Exemption - JSON

```
{
  "transactionId": "12345-abcd-27",
  "data":
      {
      "meterExemption":
       {
          "exemptionDate": "2022-08-12",
```

```
            "endDate": "2022-09-06",
            "exemptionCategory": "MALFUNCTION"
            "exemptionType": "DEFECTIVE"
            "exemptionNature": "ACCESS"
            "actionTaken": "Issue logged with Telstra. Fix ETA 13/10/2022"
            "actionReason": "Checked communications"

      }
    }
}
```

Second part: NMI list – CSV or JSON

CSV

```
C,PRODUCTION,METER_EXEMPTION_NMI,NEMMO,POWERCOR,2022/04/07,22:04:05,,,,NEM,,

I,MEN,ACTION,NMI,PLAN_DATE,SUBSTITUTION_REQ

D,MEN,NEW,1234567890,2023/08/06,Y

C,END OF REPORT,4
```

JSON

```
{
  "transactionId": "12345-abcd-27",
  "data":

    {
      "meterExemptionNMIs":

      {
        "meterExemptionNMI":
      [
        {
          "action": "NEW"
          "NMI": "1234567890",
          "planDate": "2022-08-06",
          "substitutionReq": "Y"
        }
      ]

      }
    }
}
```

where ACTION can be:

- NEW: insert record
- CANCEL: update meter exemption NMI, status to 'CANCELLED'
- REMOVE: update meter exemption NMI, status to 'REMOVED'
- RESOLVE: update meter exemption NMI, status to 'RESOLVED'
- UPDATE: update meter exemption NM

Response Codes

Code	Description
200	Request processed successfully, list returned in JSON format.
400, 401, 403, 405, 429	Errors in headers or too many requests.
500	Request processing failed, reason for failure is returned.

5.   Appendix A

5.1. Exemption Fields Values

Below is a list of values that will be configured by AEMO for the meter exemption process.

Please note: these field values are configurable in MSATS and may change over-time

5.1.1. Exemption category codes

CODE TYPE	CODE (in the tables)	DESCRIPTION
EXEMPTION_CATEGORY	MALFUNCTION	METERING EXEMPTION MALFUCTION
EXEMPTION_CATEGORY	TYPE4A	TYPE 4A (NO REMOTE COMMUNICATION)

5.1.2. Exemption type codes

CODE TYPE	CODE (in the tables)	PARENT CATEGORY	DESCRIPTION
EXEMPTION_TYPE	DEFECTIVE	MALFUNCTION	DEFECTIVE / FAULTY METERING EQUIPMENT
EXEMPTION_TYPE	FAMILY	MALFUNCTION	METER FAMILY FAILURE
EXEMPTION_TYPE	SHARED	MALFUNCTION	SHARED FUSE (SHARED SUPPLY)
EXEMPTION_TYPE	NOPUBNWK	TYPE4A	NO PUBLIC TELECOMS NETWORK
EXEMPTION_TYPE	NOALTNWK	TYPE4A	NO ALTERNATIVE TELECOMS NETWORK
EXEMPTION_TYPE	ENVIRON	TYPE4A	PHYSICAL OR ENVIRONMENTAL CONDITIONS PREVENTING REMOTE COMMS

5.1.3. Nature of Exemption codes

CODE TYPE	CODE (in the tables)	PARENT TYPE	DESCRIPTION
EXEMPTION_NATURE	ACCESS	DEFECTIVE	ACCESS ISSUE
EXEMPTION_NATURE	SAFETY	DEFECTIVE	SAFETY ISSUE
EXEMPTION_NATURE	TECHNICAL	DEFECTIVE	SITE TECHNICAL ISSUE
EXEMPTION_NATURE	CUSTOMER	DEFECTIVE	CUSTOMER WORK/UPGRADE REQUIRED

CODE TYPE	CODE (in the tables)	PARENT TYPE	DESCRIPTION
EXEMPTION_NATURE	ACCESS	FAMILY	ACCESS ISSUE
EXEMPTION_NATURE	SAFETY	FAMILY	SAFETY ISSUE
EXEMPTION_NATURE	TECHNICAL	FAMILY	SITE TECHNICAL ISSUE
EXEMPTION_NATURE	CUSTOMER	FAMILY	CUSTOMER WORK/UPGRADE REQUIRED
EXEMPTION_NATURE	ACCESS	SHARED	ACCESS ISSUE
EXEMPTION_NATURE	SAFETY	SHARED	SAFETY ISSUE
EXEMPTION_NATURE	TECHNICAL	SHARED	SITE TECHNICAL ISSUE
EXEMPTION_NATURE	CUSTOMER	SHARED	CUSTOMER WORK/UPGRADE REQUIRED
EXEMPTION_NATURE	ACCESS	NOPUBNWK	ACCESS ISSUE
EXEMPTION_NATURE	TECHNICAL	NOPUBNWK	SITE TECHNICAL ISSUE
EXEMPTION_NATURE	ADMIN	NOPUBNWK	MC ADMIN ISSUE
EXEMPTION_NATURE	ACCESS	NOALTNWK	ACCESS ISSUE
EXEMPTION_NATURE	TECHNICAL	NOALTNWK	SITE TECHNICAL ISSUE
EXEMPTION_NATURE	CUSTOMER	NOALTNWK	CUSTOMER WORK/UPGRADE REQUIRED
EXEMPTION_NATURE	ADMIN	NOALTNWK	MC ADMIN ISSUE
EXEMPTION_NATURE	ACCESS	ENVIRON	ACCESS ISSUE
EXEMPTION_NATURE	SAFETY	ENVIRON	SAFETY ISSUE
EXEMPTION_NATURE	TECHNICAL	ENVIRON	SITE TECHNICAL ISSUE
EXEMPTION_NATURE	CUSTOMER	ENVIRON	CUSTOMER WORK/UPGRADE REQUIRED
EXEMPTION_NATURE	ADMIN	ENVIRON	MC ADMIN ISSUE

5.1.4. Exemption Status codes

CODE TYPE	CODE (in the tables)	DISPLAY
EXEMPTION STATUS	NEW	NEW
EXEMPTION STATUS	ACTIVE	ACTIVE

CODE TYPE	CODE (in the tables)	DISPLAY
EXEMPTION STATUS	REVIEW	FOR REVIEW
EXEMPTION STATUS	MOREINFO	MORE INFO
EXEMPTION STATUS	CANCELLED	CANCELLED
EXEMPTION STATUS	RESOLVED	RESOLVED
EXEMPTION STATUS	EXPIRED	EXPIRED
EXEMPTION STATUS	REJECTED	REJECTED

5.1.5. Exemption NMI Status codes

CODE TYPE	CODE (in the tables)	DISPLAY
NMI_ME_STATUS	NEW	NEW
NMI_ME_STATUS	ACTIVE	ACTIVE
NMI_ME_STATUS	REJECTED	REJECTED
NMI_ME_STATUS	CANCELLED	CANCELLED
NMI_ME_STATUS	RESOLVED	RESOLVED
NMI_ME_STATUS	REMOVED	REMOVED
NMI_ME_STATUS	MCCHURN	MC CHURN
NMI_ME_STATUS	EXPIRED	EXPIRED

6. Appendix B

Email Templates

New Exemption Application:

Subject: New Exemption Application – Exemption Number xxxxx

Hi AEMO,

Please find attached relevant additional documentation for the above exemption application.

Should you need any further information please do not hesitate to contact me.

Regards

Exemption Extension Application

Subject: Exemption Extension Application – Exemption Number xxxxx

Hi AEMO,

Please find attached relevant additional documentation for the above exemption extension application.

Should you need any further information please do not hesitate to contact me.

Regards

Note:

The supporting documents/evidence required (additional information) for the different types of exemption application is below. This list is a minimum list and AEMO may request other information.

1. **Types 4 (small), 5 & 6**
   - Rectification plan/s
2. **Type 1-4 (Large)**
   - MP Rectification Plan
   - Copies of field/ test reports
   - Correspondence with FRMP and customers
   - MDP Action Plan
3. **Type 4A (**manually read**)**
   - MP Comms signal assessment report/ form
   - Site photos (i.e., meter, antenna, basement, switchboard etc.)
   - Telecoms Network maps – 3G, 4G, 5G (Telstra, Vodafone etc.)
   - Telecoms Network plans

Version release history

Version	Effective Date	Summary of Changes
1.0	1 November 2023	Creation of Guideline to support the integration of Exemptions into MSATS