

APPLICATION GUIDE

Guide for FCAS - Application for approval to classify a generating unit as an ancillary service generating unit and/or load as ancillary service load in the NEM

This guide is to be used in conjunction with the Application Form - FCAS Application for approval to classify a *generating unit* as an *ancillary service generating unit* and/or a *load* as an *ancillary service load* in the NEM and is not to be altered without the prior consent of AEMO.

Disclaimer

This Application Guide (this Guide) is made available to you on the following basis:

Purpose	This Application Guide (Guide) has been produced by the Australian Energy Market Operator Limited (AEMO) to provide information about the process for obtaining AEMO's approval to classify an <i>ancillary services generation unit</i> or <i>ancillary service load</i> in the National Electricity Market (NEM) as at the date of this publication.
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Note: *Italicised* words in this Guide are defined in the NER.

Contents

1.	Introduction	5
1.1	Purpose of this guide.....	5
1.2	Other documents to be submitted	6
1.3	Fees	6
2.	Registration Procedure	6
3.	Completing the Form.....	7
3.1	Section A. Participant Category.....	8
3.2	Section B. Application Details.....	8
3.3	Section C. Contact Details	9
3.4	Section D. System Preparedness.....	9
3.5	Section E. Regulatory Compliance.....	10
3.6	Section F. Information on ASGU	10
3.7	Section G. Information on ASL.....	10
3.8	Section H. Market Ancillary Service Information	13
3.9	Section I. ASL Plant Details.....	14

1. Introduction

This Application Guide (this Guide) has been developed to help those completing an [Application Form](#) for approval to classify a *load* as *ancillary service load* (ASL) and/or a *generating unit* as an *ancillary service generating unit* (ASGU) in the NEM (Form). This Guide is to be used in conjunction with the Form.

If you require any further assistance, please contact onboarding@aemo.com.au or phone 1300 236 600 (International callers dial +61 3 9609 8000).

1.1 Purpose of this guide

This Guide steps through each section of the Form to ensure Applicants understand the information required and how to complete the Form.

Note: AEMO will only process a Form that has been filled in correctly and submitted with all required attachments.

Note: You must already be registered as a Market Customer or Generator in the NEM to use the Form.

This Guide covers the following application types:

- *New ancillary service generating unit:* approval to classify a *generating unit* as an ASGU to provide *market ancillary services*.
- *Amend ancillary service generating unit:* to amend your current ASGU arrangement within an existing Dispatchable Unit Identifier (DUID).
 - Note: you cannot use the Form to declassify an *ancillary service generating unit*. Instead you must provide a letter to AEMO confirming that all *generating units* within the DUID are to be declassified, and the declassification effective date. The declassification effective date must be no more than two weeks from the date you submit the Form to AEMO.
- *New ancillary service load:* to classify *load* as ASL to provide *market ancillary services* in a new region or for a new technology type, and aggregate if applicable.
- *Amend ancillary service load:* to amend your current ASL arrangement within an existing DUID. This includes declassification of *load*, as identified by their NMI, as ASL.
 - Note: you cannot use the Form to declassify the last *load* in your DUID. Instead you must provide a letter confirming that all NMIs within the DUID are to be declassified, and the declassification effective date. The declassification effective date must be no more than two weeks from the date you submit the Form to AEMO.
 - If you move all your classified NMIs from one DUID to another, then the initial DUID will be made inactive and can no longer be used.

This Guide does not cover the declassification of all your loads as an ASL. In this case, please refer to [AEMO's website](#).

- All schedule 3.1 changes to bid and offer validation data for ASL or ASGU must be made using the [Schedule 3.1 Notification form](#).

1.1.1 Requirement to classify ASL

If the Market Customer in respect of a market load, wishes to use that market load to provide market ancillary services in accordance with Chapter 3 of the NER, then the Market Customer must apply to AEMO under clause 2.3.5(a) of the Rules for approval to classify the market load as an ancillary service load.

1.1.2 Requirement to classify ASGU

If the *Market Generator* in respect of a *generating unit* wishes to use that *generating unit* to provide *market ancillary services* in accordance with Chapter 3 of the Rules, then the *Market Generator* must apply to AEMO under clause 2.2.6(a) of the Rules for approval to classify the *generating unit* as an *ancillary service generating unit*.

1.2 Other documents to be submitted

Applicants may need to submit other documents as evidence of their eligibility to classify ASL and/or ASGU or their ability to provide *market ancillary services*. These requirements may vary depending on the classification request.

Please read the sections of the application form carefully and ensure the relevant documents are included in your application submission to AEMO, with each document clearly identified with the section it belongs to and numbered sequentially (for example: "Attachment to Section D2-1").

Where changes to supporting information are required, the file name must reflect the change ("Attachment to Section D2-2") and resubmitted to AEMO.

Please submit all documents as attachments to an email to onboarding@aemo.com.au.

1.3 Fees

1.3.1 Registration Fee

All Applicants for registration must pay a Registration fee in accordance with AEMO's currently published fee schedule.

1.3.2 Participant Fees

Clause 2.11.1(b)(2) of the *Rules* provides that *Participant fees* should recover the budgeted revenue requirements for AEMO. Clause 2.11.1(b)(3) provides that the components of *Participant fees* charged to each *Registered Participant* should be reflective of the extent to which the budgeted revenue requirements for AEMO involve that *Registered Participant*.

Refer to the [AEMO website](#) for a summary of the Participant fees that are currently applicable.

2. Registration Application Procedure

Clauses 2.2.6 and 2.3.5 of the *Rules* deal with applications for approval to classify a generating unit as an ASGU or a market load as an ASL, respectively. Each prospective Applicant must apply to AEMO for approval using the Form.

The approval process consists of the following steps:

Step 1 Submit the Form and all supporting documentation as attachments by email to: AEMO onboarding@aemo.com.au. Ensure every document clearly identifies the section of the Form it belongs to and is numbered sequentially (for example: "Attachment to Section D2-2").

If the files are in a form not prescribed by AEMO then AEMO will be unable to 'receive' your application and commence the assessment process.

For phone assistance, contact AEMO on 1300 236 600 (International callers dial +61 3 9609 8000).

Step 2 On receipt of your application, AEMO will send an invoice for payment by electronic funds transfer (EFT).

For information regarding participant registration fees, see Fees and Charges on the [AEMO website](#). Also see Section 1.3 Fees above.

- Step 3 AEMO will review the application and respond to you within 5 *business days* of receipt of the application (Clause 2.3.5(c) or 2.2.6(c) of the *Rules*, as applicable).
- Step 4 AEMO may request additional information or clarification of the information contained in the application. If such a request is made, you must supply the additional information or clarification within 15 *business days* of AEMO's request (2.3.5(d) or 2.2.6(d) of the *Rules*, as applicable). If the required further information or clarification is not provided to AEMO's satisfaction within 15 *business days* of the request, you will be deemed to have withdrawn your application (2.2.6(d) or 2.3.5(d) of the *Rules*, as applicable).
- Step 5 AEMO will notify you of AEMO's determination. If AEMO approves the classification sought, then AEMO will also advise if it is imposing any terms and conditions under clause 2.2.6(f) or 2.3.5(f) of the *NER* (as applicable) and an effective date of classification. This date will be determined considering AEMO's software change management process.

If AEMO does not approve your application, you will be notified of the reason(s).

Note: Regardless of outcome, application processing activities and timeframes are the same and carry the same overheads, so fees and charges are non-refundable.

3. Completing the Form

The Form is divided into sections noting that the completion of each section is dependent upon the Applicant's situation as declared in Section A. The sections covered in this Guide are as follows:

- Section A. Participant Category
- Section B. Application Details
- Section C. Contact Details
- Section D. System Preparedness

3.1 Section E. Regulatory Compliance

You must show that you comply with requirements currently imposed by the Jurisdictional Regulator who has jurisdiction over your activities. You must confirm that you have either met your jurisdictional requirements, you are exempt from jurisdictional requirements, or that no jurisdictional requirements apply in your case.


You should enclose the following:

- a copy of your current electricity licence or approval applicable in one or more NEM jurisdiction(s), or copies of relevant exemptions or derogations;
- details of any non-compliance with jurisdictional regulatory obligations. Please check the appropriate checkboxes to confirm the documents are attached; and
- Details of any outstanding non-compliances with regulatory obligations in respect of existing or proposed activities as a *Market Customer* or *Market Generator* by any person associated with this application]

3.2 Section F. Information on ASGU

When a Market Generator is applying to classify a *generating unit* as an ASGU, NER 2.2.6 requires the *Market Generator* to:

- Specify the *market ancillary services* the *market generator* wishes to provide using the relevant *generating unit* – you will provide this information in Section H.
- Reasonably satisfy AEMO that the *generating unit* is able to be used to provide the *market ancillary services* referred to in the application in accordance with the *market ancillary service specification*.
- Reasonably satisfy AEMO that the *Market Generator* has adequate communication and/or telemetry to support the issuing of *dispatch instructions* and the audit of responses.

 Please clearly mark all attachments as '**Attachment to Section F**' and number each document consecutively before enclosing in the zip file.

- Section G. Information on
- Section G. Information on ASL
- Section I. ASL Plant DetailsMarket ancillary service information
- Section I. ASL Plant Details
- Appendix A – Complete list of plant Details ASL

3.3 Section A. Participant Category

This section is used to identify which classification you are seeking approval for. Please check the appropriate checkbox(s) in this section.

Before selection, please read the [Electricity market participant](#) information on the AEMO website.

3.4 Section B. Application Details

3.4.1 Section B.1. Applicant details

Enter the details required in Section B.1. of the Form.

All applicants using this form must have an existing Participant ID for the applicable participation category; you must insert your Participant ID in the field provided.

3.4.2 Section B.2. Declaration

You must formally apply for approval to classify ASL or ASGU.

In doing so, you must declare that you authorise, approve and accept that, in respect of the Application and any related future application:

- AEMO may communicate with any person, as appropriate, including to verify information.
- AEMO may treat any communication on the Applicant's behalf, whether physical, or electronic through a login to AEMO's systems (including using access rights given by a Participant Administrator), as being by or to a person who is your:
 - authorised officer;
 - delegate, appointed by your authorised officer; or
 - agent, appointed by your authorised officer (including as primary contact in respect of the application), without AEMO requiring a separate letter of authority in this regard.
- AEMO may rely on any such communication, as being:
 - given by you, when given by the person;
 - given to you, when given to the person;
 - yours in respect of any acts, omissions, statements, representations and notices;

- o instructed by you, regardless of whether any such instruction has been given, or its terms; and
- o complete, true and correct.


This section of the form, must be signed as a declaration and dated by an authorised representative of your organisation. Usually the authorised representative is a Chief Executive Officer / Head of Organisation, Company Secretary or holds a management position.

Note: If a digital signature is used then the signatory must be copied into the email submission of the application to AEMO.

3.5 Section C. Contact Details

In this section you must provide contact details to assist with communications between AEMO and your organisation.

Participants must notify AEMO as soon as reasonably practicable if any contact details change. If contact details change during the registration process, please contact the [Onboarding team](#). If contact details change following registration, please contact the [AEMO Support Hub team](#).

 Please clearly mark all attachments as "Attachment to Section C" and number each document consecutively. This information must be provided in each zip file you submit.

3.5.1 Section C.1. Registration contact

All Applicants must provide details their primary registration contact who will liaise with AEMO during the registration process (Registration Contact).


It is important that the nominated Registration Contact has been informed of, and is familiar with the contents of, the Application.

3.5.2 Section C.2. Operational contacts

You must also provide operational contact details. Trading room contacts, for trading desk or bidding operations, and the control room, for physical plant operations, must be contactable 24/7. These phone numbers should not be a mobile number or desk number of an individual. It is the Applicant's responsibility to ensure the trading room phone is physically staffed at all times or transfers incoming calls to rostered individuals who can receive calls at all times.

3.6 Section D. System Preparedness

This section is to be completed only if you are applying to classify a new load as ASL or a generating unit as an ASGU or classifying an existing DUID to provide ancillary services for the first time. You must demonstrate that your IT systems are in place and ready to support NEM activities.

 Please clearly mark all attachments as '**Attachment to Section D**' and number each document consecutively before enclosing in the zip file.

3.7 Section E. Regulatory Compliance

You must show that you comply with requirements currently imposed by the Jurisdictional Regulator who has jurisdiction over your activities. You must confirm that you have either met your jurisdictional requirements, you are exempt from jurisdictional requirements, or that no jurisdictional requirements apply in your case. You should enclose the following:

- a copy of your current electricity licence or approval applicable in one or more NEM jurisdiction(s), or copies of relevant exemptions or derogations;
- details of any non-compliance with jurisdictional regulatory obligations. Please check the appropriate checkboxes to confirm the documents are attached; and
- Details of any outstanding non-compliances with regulatory obligations in respect of existing or proposed activities as a *Market Customer* or *Market Generator* by any person associated with this application]

3.8 Section F. Information on ASGU

When a Market Generator is applying to classify a *generating unit* as an ASGU, NER 2.2.6 requires the *Market Generator* to:

- Specify the *market ancillary services* the *market generator* wishes to provide using the relevant *generating unit* – you will provide this information in Section H.
- Reasonably satisfy AEMO that the *generating unit* is able to be used to provide the *market ancillary services* referred to in the application in accordance with the *market ancillary service specification*.
- Reasonably satisfy AEMO that the *Market Generator* has adequate communication and/or telemetry to support the issuing of *dispatch instructions* and the audit of responses.

 Please clearly mark all attachments as '**Attachment to Section F**' and number each document consecutively before enclosing in the zip file.

3.9 Section G. Information on ASL

When a Market Customer is applying to classify a *market load* as an ASL, NER 2.3.5(b) requires the Market Customer to:

- Specify the *market ancillary services* they wish to provide using the load they are applying to classify as ASL.
- Identify each of the *loads* to be used to provide the *market ancillary services*
- Demonstrate how these loads have the required equipment to provide market ancillary services and it will be capable of meeting or exceeding the relevant performance standards and specifications to AEMO's satisfaction.

In Section G you must provide information for each *load* that you wish to classify as an ASL.

 Please clearly mark all attachments as '**Attachment to Section G**' and number each document consecutively before enclosing in the zip file.

3.9.1 Section G.1. Applying to classify ASL

Select whether you are applying to classify a *market load* as ASL, or not.

3.9.2 Section G.2. ASL declaration

In this section, you must declare the following by checking in the appropriate checkboxes:

- The NMI being classified is a load.
- For applications in relation to aggregated *market load* only you must confirm that there is no generating unit at the NMI that is registered or required to be registered as a Generator.
- *Performance standards* for the *load* are in place, this would include connection agreements for the site(s), either specific connection agreements or deemed connection agreements.
- The *Market Customer* have agreement(s) in place with the retail customer(s) at the relevant *connection point(s)* to allow the *Market Customer* to control the *load(s)* as anticipated in the *market ancillary services specification (MASS)*,
- The *market load* complies with all the relevant clauses of the MASS, which where appropriate includes the transitional arrangements for existing VPP Demonstration Facilities under Section 11.3 of the MASS.
- The load is not classified as a ASL or WDRU by a different person.
- The *market load* is not classified as an ASL by a different person.
- The Applicant has provided evidence that it has adequate communications and/or telemetry to support the issuing of *dispatch instructions* and the audit of responses.

If one or more of the above are not marked, please give a reason in the 'Reason' field provided.

3.9.3 Section G.3. ASL identification

Section G.3 identifies the *market load* to be classified as ASL or the ASL that is to be amended.

Table 1 Description of ancillary service load identification information

Items	Description
Dispatchable unit identifier (DUID)	Dispatchable unit identifier to dispatchable generating unit or load for the purposes of central dispatch.
DUID name (<i>Load installation name</i>)	Name of the dispatchable unit.
Region	The geographical and electrical groupings at which the market is priced and settled.

Note: Please take care in nominating these identifiers as changes requested after DUID(s) have been allocated are not supported.

Note: Each new DUID or DUID amendment requires a separate application form to be submitted to AEMO.

For Aggregated ASLs

You will require a new DUID for each region. When you submit your application, you can suggest DUID(s) and DUID name(s) for your ASL. AEMO will advise you of the suitability of these suggestions prior to the establishment of the registration record.

The guidelines on how to determine the relevant identifiers are described below.

A DUID should be allocated for each region.

ASL controlled by the same technology types (switching control, variable control or combined) are to be aggregated together under one of a switching DUID, variable DUID or a combined DUID.

You will be able to configure up to two DUIDs per region as per the following DUID types.

- Type 1: SL – Switching control, Load
- Type 2: VL – Variable control, Load
- Type 3: BL – Combined control, Load

The following guidelines apply to DUID(s) and DUID name(s):

- DUID is a maximum of 8 characters.
- IDs containing only alphanumeric characters are preferred. Special symbols (e.g. dash, underscores etc.) and the letter “O” are not acceptable.
- A DUID and DUID name should follow the following naming convention, if classified as ASL by a Market Customer:

DUID Name (20 characters)	Dispatchable unit identifier (8 characters)
<ul style="list-style-type: none"> • will be prepended with <u>AS</u> • 1 character space • Market Customer can nominate up to 10 characters that are an intuitive representation of the Market Customer • 1 character space • followed by a single-letter <u>Region ID</u>: S, V, T, N or Q • 1 character space • Type: VL, SL or CL • DUIDs will be appended with a sequential number, increasing by 1 from that Market Customer’s last DUID in the same Region 	<ul style="list-style-type: none"> • will be prepended with <u>AS</u> • Market Customer can nominate four characters that are an intuitive representation of the Market Customer name • DUIDs will be appended with a sequential number, increasing by 1 from that Market Customer’s last DUID in the same Region
AS <_ _ _ _ _ _ _ _><_><_><##> Eg: AS BLUE SKY S VL1	AS<_ _ _ _><##> eg: ASBLUE01

3.9.4 Section G.4. ASL aggregation declaration

Indicate if you are applying to aggregate multiple *loads* into a single ASL and identify whether the *loads* are in the same *region* and will be operated by a single person.

If so, you must provide separate applications for each *region* as dispatch and settlement is region based.

Indicate if you are applying to aggregate multiple *loads* into a single ASL with different technology types for the same *ancillary service*.

If so, you must provide separate applications for each technology type as MASS and capacity assessments are technology type based for each *ancillary service*.

3.9.5 Section G.5. Existing VPP Demonstration Loads

This section is to be completed by an existing VPP Demonstration Participant that is applying to amend their existing VPP Trial Facility (existing VPP DUID) only.

Please see the [MASS and transitional arrangements for VPP Demonstration facilities](#) for further information or the [VPP Demonstration: guide to Transition Fact Sheet](#)

3.10 Section H. Market Ancillary Service Information

3.10.1 Section H.1. Market ancillary service details

You must indicate if you are applying to register new *market ancillary services*, or are amending previously registered *market ancillary services* i.e. Registering new *market ancillary services* for an existing ASL.

3.10.1.1. Section H.1.1. ASGU DUID

In this section, check the appropriate checkboxes to indicate which of the six *market ancillary services* the ASGU will offer, and the parameters within which each service can be provided.

You must indicate the following:

- The *market ancillary services* provided by the ASGU,
- Whether the *market ancillary services* have already been registered or not:
 - if the *market ancillary services* has already been registered select 'Yes',
 - if you are applying to provide this *market ancillary services* select 'No' to indicate the service is not yet registered.
- The type of control equipment being used to control the load for each of the services to be provided, and
- The maximum capacity (rounded down to the nearest whole MW value) that you can provide for each of the services to be provided. You can also include in brackets the total aggregated capacity in decimal value (if there is any).
- The minimum enablement level (MW)
- The maximum enablement level (MW)
- The maximum lower angle (Deg)
- The maximum upper angle (Deg).

Note: For *non-scheduled generating units* providing *ancillary services* the minimum and maximum enablement levels will be 0 MW and the maximum lower and upper angles will be 90 degrees, unless otherwise agreed with AEMO.

3.10.1.2. Section H.1.2. ASL DUID

AEMO will review this information and indicate whether the ASL can be used to provide the nominated *ancillary services* in accordance with the MASS. The parameters that you specify, once registered in AEMO's [Market Management System \(MMS\)](#), will be used to validate *market ancillary service* bids that you submit.

In this section, check the appropriate checkboxes to indicate which of the six *market ancillary services* the ASL will offer, and the parameters within which each service can be provided.

You must indicate the following:

- The *market ancillary services* provided by the ASL,
- Whether these *market ancillary services* have already been registered or not:
 - if the *market ancillary services* has already been registered select 'Yes',
 - if you are applying to provide this *market ancillary services* select 'No' to indicate the services is not yet registered.

- The type of control equipment being used to control the *load* for each of the services to be provided, and
- The maximum capacity (rounded down to the nearest whole MW value) that you can provide for each of the services to be provided. You can also include in brackets the total aggregated capacity in decimal value (if there is any).
- The minimum enablement level (MW)
- The maximum enablement level (MW)
- The maximum lower angle (Deg)
- The maximum upper angle (Deg)

Note: For all contingency frequency control *ancillary services* relating to the aggregated ASL, the minimum and maximum enablement levels will be 0 MW and the maximum lower and upper angles will be 90 degrees, unless otherwise agreed with AEMO.

AEMO will review this information and indicate whether the ASL can be used to provide the nominated *ancillary services* in accordance with the *MASS*. The parameters that you specify, once registered in AEMO's [Market Management System \(MMS\)](#), will be used to validate *market ancillary service* bids that you submit.

3.10.1.3. Section H.2. Information on Control Equipment

In this section you must provide a description of the facilities you have installed to receive dispatch instructions for the enablement of each ancillary service, as well as the control and monitoring facilities installed for each ancillary service in accordance with the *MASS*.

- Determination of ancillary service information.
 - You must confirm how you determined your ASL/ASGU can provide the *ancillary services* you wish to offer and meet the conditions specified in the *MASS* by checking one or more checkboxes and describing the details (if selecting 'Other') in this section
- Controls, communication and telemetry information.
 - In this section, you are required to:
 - describe the *facilities* you have installed to receive dispatch instructions for the enablement of each *ancillary service*,
 - describe the control facilities installed for each *ancillary service* in accordance with the *MASS*,
 - describe the monitoring facilities installed for each *ancillary service* in accordance with the *MASS*, including communications and telemetry, where applicable, and
 - provide test data that demonstrates provision of any fast, slow and/or delayed services applied for. This data is to be provided for all control equipment devices you are proposing to use and be in accordance with *MASS*.

3.11 Section I. ASL Plant Details

If applying to classify ASL provide details of the relevant *plant* that forms the ASL in **Excel spreadsheet format**. This information must be provided for each DUID. This information must be enclosed in the zip file.

- 🔗 Please clearly mark all attachments as '**Attachment to Section I - <DUID>**' and number each document consecutively before enclosing in the zip file.

3.11.1 Section F.1 Changes to relevant *plant* that form the ASL

The table in Appendix A must be filled out when the Applicant is applying to change the details of the relevant plant that make up the ancillary service load. This could include adding additional connection points,

identified by their NMI, removing connection points or amending the details of the relevant plant at a connection point.

You must fill out all the details required for each relevant DUID and provide this to AEMO in an Excel spreadsheet as part of the Application. Should the ASL consist of only a single connection point you will only fill in a single line of data.

In this table you must identify the following:

Column	Description
Change Type	<p>Identify the type of change for each row:</p> <p>New: a new connection point, identified by the NMI to be classified, and aggregated if applicable.</p> <p>Amend: amend the details of a classified connection point details or</p> <p style="padding-left: 40px;">Add: add a previously classified connection point, as identified by its NMI, to this DUID from another</p> <p style="padding-left: 40px;">Declassify: a connection point's classification is to be terminated. Noting the deregistration effective date will be the same as the registration effective date of the application.</p> <p style="padding-left: 40px;">Remove: move a connection point, as identified by its NMI, from this DUID to another.</p>
Site NMI	Provide the NMI of the connection point
Site postcode	Provide the postcode applicable to the connection point
NEM Region	Provide the <i>NEM</i> region applicable to the connection point
DNISP / TNSP	Provide the Network Service Provider applicable to the connection point
Device manufacturer	Provide manufacturer details of the devices being used to control the <i>load</i>
Device model / version	Provide model and version details of the devices being used to control the <i>load</i>
Device control box model / version	Provide details of the control box and version used to control the <i>load</i>
AC Equipment Type	Provide details of the AC Equipment Type in use. This refers to AC grid connection source of a DER installation. This will indicate whether the DER device is connected via an inverter or Other equipment type. Allowed values are "Inverter, Other"
Inverter Manufacturer	Provide details of the Inverter manufacturer.
Inverter Model Version	Provide model and version of the Inverter.
Device size (kWh)	Provide details of the size of the device being used to control the <i>load</i>

Column	Description
Fast Raise Service (RAISE6SEC)	Maximum fast raise capability in kw i.e. max R6 in kW
Fast Lower Service (LOWER6SEC)	Maximum fast lower capability in kw i.e. max L6 in kW
Slow Raise Service (RAISE60SEC)	Maximum slow raise capability in kw i.e. max R60 in kW
Slow Lower Service (LOWER60SEC)	Maximum slow lower capability in kw i.e. max L60 in kW
Delayed Raise Service (RAISE5MIN)	Maximum delayed raise capability in kw i.e. max R5 in kW
Delayed Lower Service (LOWER5MIN)	Maximum delayed lower capability in kw i.e. max L5 in kW