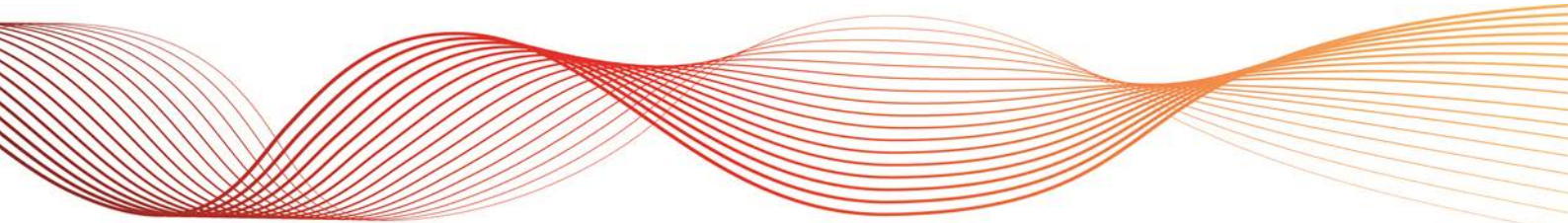


# POWER OF CHOICE IMPLEMENTATION PROGRAM

INDUSTRY ACCREDITATION AND REGISTRATION PLAN  
(VERSION 1.0)

Published: 28 April 2017





## VERSION RELEASE HISTORY

Version	Date	Summary of Changes
0.1	06/02/2017	Working first draft for discussion with the POC-RWG on 13/02/2017
0.2	24/03/2017	Second draft issued, incorporating industry feedback received on Version 0.1
0.3	11/04/2017	Updated with AEMO feedback
1.0	28/4/2017	Updated with industry and AEMO feedback. Final version.



## EXECUTIVE SUMMARY

The Australian Energy Market Operator (AEMO) and industry are currently implementing a major electricity retail market reform package, commonly referred to as the Power of Choice (POC) reforms.

The POC reforms originate from the Australian Energy Market Commission's (AEMC) POC Review. Following publication of the Review's final report in November 2012, several related energy market rule changes, reviews and expert advice have been completed or are under development. The rule changes, which "go-live" on 1 December 2017, have amended and/or imposed new regulatory obligations on certain National Electricity Market (NEM) stakeholders.

For AEMO and NEM participants, this has prompted a major implementation work program to amend and/or create NEM procedures, business systems and supporting processes in preparation for the "go-live" date for the revised market arrangements. AEMO is playing a key coordination role in this work, in collaboration with its industry working groups, to ready industry and itself for the "go-live" date.

AEMO's POC Implementation Program covers procedural, technical and readiness work streams. The readiness work stream is responsible for developing AEMO's Market Readiness Strategy, where "market readiness" refers to the successful implementation of all necessary activities by AEMO and NEM participants required for a seamless transition to new procedural arrangements from the "go-live" date for the POC reforms.

As referenced in the Strategy, a key component of market readiness is the **accreditation and registration phase** – the period where NEM participants will fulfil their new or amended accreditation and registration obligations.

This paper is the final version of AEMO's Industry Accreditation and Registration Plan. f

The purpose of the Accreditation and Registration Plan is to outline the process and timelines for how NEM participants will undertake accreditation and registration activities. At a high level, the Plan sets out:

- A high-level summary of the changes in accreditation and registration requirements for each NEM participant.
- Key dates and milestones during the accreditation and registration phase.
- Reporting and monitoring during the accreditation and registration phase.

This paper is structured as follows:

- Chapter 1 introduces the purpose, scope, and approach to the development, of the Industry Accreditation and Registration Plan.
- Chapter 2 details the key dates and milestones of the accreditation and registration phase.
- Chapter 3 summarises the changes in accreditation and registration obligations for NEM participants.
- Chapter 4 details the accreditation phase for Meter Service Providers (MPs and MDPs), Embedded Network Managers (ENMs) and the registration phase for Metering Coordinators (MCs).
- Chapter 5 details the accreditation phase for B2B e-Hub Participants.



# CONTENTS

<b>EXECUTIVE SUMMARY</b>	<b>1</b>
<b>1. INTRODUCTION</b>	<b>3</b>
1.1 AEMO's POC Implementation Program	3
1.2 Definition of accreditation and registration	3
1.3 Industry Accreditation and Registration Plan	3
1.4 Approach to development of the Industry Accreditation and Registration Plan	4
1.5 About this paper	5
<b>2. KEY DATES AND MILESTONES</b>	<b>6</b>
<b>3. ACCREDITATION AND REGISTRATION OBLIGATIONS</b>	<b>8</b>
3.1 Summary of accreditation and registration requirements	8
3.2 Changes to accreditation and registration requirements	9
<b>4. ACCREDITATION PROCESS (MP, MDP, ENM)</b>	<b>15</b>
4.1 References	15
4.2 Indicative Work Flow Process	<b>Error! Bookmark not defined.</b>
4.3 Participants	16
4.4 Approach	16
4.5 Process	16
<b>5. B2B E-HUB ACCREDITATION PROCESS</b>	<b>18</b>
5.1 References	18
5.2 Indicative Work flow process	<b>Error! Bookmark not defined.</b>
5.3 Participants	19
5.4 Approach	19
5.5 Process	19
<b>6. REGISTRATION PROCESS FOR METERING COORDINATORS</b>	<b>20</b>
6.1 References	20
6.2 Indicative Work Flow Process	<b>Error! Bookmark not defined.</b>
6.3 Participants	21
6.4 Approach	21
6.5 Process	21
<b>7. COMMON PRACTICES</b>	<b>22</b>



# 1. INTRODUCTION

This chapter presents background information on AEMO's POC Implementation Program, and sets out the objective, purpose, scope and approach to the development of the Industry Accreditation and Registration Plan.

## 1.1 AEMO's POC Implementation Program

The objective of AEMO's POC Implementation Program is to design and implement the required changes to electricity metering, retail market arrangements and infrastructure to give effect to rule changes arising from the POC Review.<sup>1</sup>

To facilitate implementation of the Program, AEMO has established three work streams:

- Procedure Development – to define the required changes to electricity retail market procedures;<sup>2</sup>
- Technical Development – to design, develop, implement and test changes to AEMO's retail market systems; and
- Market Readiness – to coordinate, assist and prepare NEM participants and AEMO for the start of the revised market arrangements, and to monitor and report on the preparation efforts.

This paper only considers matters that relate to **Accreditation and Registration** under the Market Readiness work stream. Further information on the Program, including past industry meeting papers, is available on the POC section of AEMO's website.<sup>3</sup>

## 1.2 Definition of accreditation and registration

Throughout this document, "accreditation and registration" refers to the accreditation and registration qualification processes administered through AEMO.

**Accreditation** refers to the qualification process for:

- Metering Services Providers (Metering Providers and Metering Data Providers) and Embedded Network Managers that enables **accreditation and registration** to be achieved.<sup>4</sup>
- B2B e-Hub Participants that enables **accreditation** to be achieved.

**Registration** is the process that applicants undertake to become **Registered Participants** in the NEM.

## 1.3 Industry Accreditation and Registration Plan

A key document under AEMO's Market Readiness Strategy is this Industry Accreditation and Registration Plan. The objective, purpose and scope of this plan is set out below.

### 1.3.1 Objective of the Industry Accreditation and Registration Plan

The objective of the Accreditation and Registration Plan is to facilitate and coordinate the accreditation and registration activities of NEM participants to ensure that all participants fulfil their new or amended obligations by the "go-live" date.

<sup>1</sup> See AEMC website, <http://www.aemc.gov.au/Major-Pages/Power-of-choice>.

<sup>2</sup> AEMO has established a Power of Choice (PoC) Working Group to assist in progressing the PoC program of work and deliverables, for Terms of References see AEMO website, <http://www.aemo.com.au/About-the-Industry/Working-Groups/Retail-Meetings/Power-of-Choice>

<sup>3</sup> See AEMO website, <http://www.aemo.com.au/About-the-Industry/Working-Groups/Retail-Meetings/Power-of-Choice>.

<sup>4</sup> Note that while Metering Providers, Metering Data Providers and Embedded Network Managers are not Registered Participants in the NEM, they are required to be accredited and registered by AEMO and are deemed to be Registered Participants for particular Rules clauses.



### 1.3.2 Purpose of the Industry Accreditation and Registration Plan

The purpose of the Industry Accreditation and Registration Plan is to set out a plan for managing, coordinating, monitoring and reporting on NEM participants' accreditation and registration activities.

AEMO will develop an Accreditation and Registration Plan that will outline the process and timelines for how NEM participants will undertake accreditation and registration activities, including:

- Approach and timeline to develop the Accreditation and Registration Plan.
- A high-level summary of the changes in accreditation and registration requirements for each NEM participant.
- Key dates and milestones during the accreditation and registration phase.
- Reporting and monitoring during the accreditation and registration phase.

### 1.3.3 Scope of the Industry Accreditation and Registration Plan

The following POC related rule changes are relevant to this Industry Accreditation and Registration Plan:<sup>5</sup>

- Expanding Competition in Metering and Related Services (Metering Competition) rule change.<sup>6</sup>
- Embedded Networks (EN) rule change.<sup>7</sup>
- Updating the Electricity B2B Framework (B2B) rule change.<sup>8</sup>

## 1.4 Approach to development of the Industry Accreditation and Registration Plan

### 1.4.1 Utilise the POC Readiness Working Group

AEMO will collaborate with NEM participants on the development of the Industry Accreditation and Registration Plan via a series of meetings of the POC Readiness Working Group (POC-RWG).

In order to develop the Plan in a timely manner, AEMO and NEM participants must take all reasonable steps to provide continuity of representation at POC-RWG meetings, ideally with:

- A detailed understanding of the retail electricity market and POC program.
- Authorisation to consider matters, and provide views and commitments, on behalf of their organisation.

As per its terms of reference, POC-RWG working group members will be responsible for:

- The presentation and discussion of market readiness related subject matter, which they have gathered from internal experts (operations, regulatory and/or technical) across relevant business areas within their represented organisation.
- Internal communication of the Industry Accreditation and Registration Plan within their represented organisation.
- Coordination of all relevant internal resources to fulfil the reporting activities detailed in the Industry Accreditation and Registration Plan on behalf of their represented organisation.

### 1.4.2 Updates to the Industry Accreditation and Registration Plan

The key milestones tables (Section 2) list the scheduled review points for the Industry Accreditation and Registration Plan.

<sup>5</sup> See AEMC website, Power of Choice overview page, <http://www.aemc.gov.au/Major-Pages/Power-of-choice>.

<sup>6</sup> Rule made; AEMC final rule determination published 26 November 2015.

<sup>7</sup> Rule made; AEMC final rule determination published 17 December 2015.

<sup>8</sup> Rule made; AEMC final rule determination published 30 June 2016.



## 1.5 About this paper

### 1.5.1 Structure of this paper

This paper is structured as follows:

- Chapter 2 details the key dates and milestones of the accreditation and registration phase.
- Chapter 3 summarises the changes in accreditation and registration obligations for NEM participants.
- Chapter 4 details the management process for MC registrations and MP, MDP and ENM accreditations.
- Chapter 5 details the management process for e-hub participant accreditations [to be completed].

### 1.5.2 Reference documents

The following POC-related documents are relevant to the Industry Accreditation and Registration Plan.

#	Document Name
1	Market Readiness Strategy
2	Industry Readiness Reporting
3	Qualification Procedure (Metering Providers, Metering Data Providers and Embedded Network Managers)
4	Accreditation Checklists (Metering Providers, Metering Data Providers and Embedded Network Managers)
5	NEM Metering Coordinator Registration Guide
6	Application for Registration as a Metering Coordinator
7	Embedded Network Guide
8	B2B e-Hub Participant Accreditation and Revocation Process



## 2. KEY DATES AND MILESTONES

The Market Readiness Strategy details the key milestones for the POC Implementation Program and the Market Readiness work stream.

Key milestones for the development of the Industry Accreditation and Registration Plan are presented in the table below.

**Table 1 – Key milestones (MC, MP, MDP and ENM)**

#	Milestone	Indicative date	Responsible party
1	Ring-Fencing Guideline (Electricity Distribution) published	December 2016	AER
2	Second stage consultation - Qualification Procedure (MP, MDP, ENM)	13 December 2016	AEMO
3	Draft Accreditation Checklists (MP and MDP) and Draft Guide to Embedded Networks	23 December 2016	AEMO
4	Draft Metering Coordinator Registration Guideline and Application Form	23 December 2016	AEMO
5	Registration and Accreditation (MP, MDP, ENM, MC) plan first draft	6 February 2017	AEMO
6	POC-RWG meeting – discuss first draft	13 February 2017	All
7	Participant feedback due on first draft	20 February 2017	All
8	Qualification Procedure and Accreditation Checklists (MP, MDP, ENM) published	1 March 2017	AEMO
9	Metering Coordinator Registration Guideline and Application Form published	1 March 2017	AEMO
10	Registration and Accreditation (MP, MDP, ENM, MC) plan second draft	24 March 2017	AEMO
11	POC-RWG meeting – discuss second draft	4 April 2017	All
12	Registration and Accreditation (MP, MDP, ENM, MC and B2B e-Hub) plan final version 1.0	28 April 2017	AEMO
13	Participant Information Session (B2B e-Hub accreditation process)	9 May 2017	AEMO
14	Participants to submit planned timeframes for accreditation and registration activities	Mid May 2017	All
15	Decision details on Metering competition in Victoria	May 2017	Vic Govt
16	Confirmation of registration and accreditation statuses for go-live	31 October 2017	AEMO
17	Go-live date	1 December 2017	All





**Table 2 – Key milestones (e-hub)**

#	Milestone	Indicative date/end date	Responsible party
1	B2B e-Hub Participant Accreditation and Revocation Process	2 May 2017	AEMO
2	E-hub system release for accreditation (self – certification)	August 2017	AEMO
3	Confirmation of e-hub accreditation statuses for go-live	31 October 2017	AEMO
4	Go-live date	1 December 2017	All



### 3. ACCREDITATION AND REGISTRATION OBLIGATIONS

#### 3.1 Summary of accreditation and registration requirements

Table 3 shows the requirements of accreditation and registration for participants (where relevant to the POC program). All NER references refer to the rules valid from 1 December 2017.

**Table 3 – Summary of accreditation and registration requirements**

Participant	Amended or New	Accreditation requirements			Registration requirements	
		Accredited	Registered	NER	Registered Participant	NER
Metering Provider (MP)	Amended	Yes	Yes	Schedule 7.2 <sup>9</sup>	No – deemed for some provisions of rule 8.2 and for Part C of Chapter 8	8.2.1 (a1), 8.2A.2 (b) and 8.6.1A
Metering Data Providers (MDP)	Amended	Yes	Yes	Schedule 7.3 <sup>10</sup>	No – deemed for some provisions of rule 8.2 and for Part C of Chapter 8	8.2.1 (a1), 8.2A.2 (b) and 8.6.1A
Metering Coordinator (MC)	Amended	No	Yes		Yes – only for the purposes referred to in clause 2.4A.1(d) <sup>11</sup>	2.4A.1 (d)
Embedded Network Manager (ENM)	New	Yes	Yes	Schedule 7.7	No – deemed for Part C of Chapter 8	8.6.1A
B2B e-Hub Participant	New	Yes	No	7.17.2	Varies - May be any of Distribution Network Service Provider, retailer, Local Retailer, Metering Coordinator, Metering Provider of Metering Data Provider or Third Party B2B Participant	
Third Party B2B Participant <sup>12</sup>	New	Yes	No	7.17.2	No – deemed for the purposes of rule 2.11 (other than for participants who are also an ENM) Deemed for some provisions of rule 8.2 and for Part C of Chapter 8	2.11.1A 8.2.1 (a1), 8.2A.2 (b) and 8.6.1A

<sup>9</sup> Schedule 7.4 in version 82 of the Rules.

<sup>10</sup> Schedule 7.5 in version 82 of the Rules.

<sup>11</sup> Under clause 2.4A.1, a person who is registered as a Metering Coordinator is not a Registered Participant for the purposes of Part A of Chapter 5 of the NER, unless the person is also registered in another category of Registered Participant.

<sup>12</sup> A Third Party B2B Participant is a B2B e-Hub participant who is not also a Distribution Network Service Provider, retailer, Local Retailer, Metering Coordinator, Metering Provider of Metering Data Provider



### 3.1.1 “Accredited and Registered” versus “Registered Participants”

As per the summary shown in Table 3, not all participants who are required to be accredited and registered by AEMO are also Registered Participants.

Certain rights and obligations apply to all Registered Participants under the NER, including:

- Participation in the NER dispute resolution process.
- Confidentiality obligations with respect to confidential information.
- Reporting requirements as determined by the AER.
- An obligation to pay participant fees to AEMO.

In addition to these general rights and obligations, each class of Registered Participant has certain rights and obligations that are specific to their respective roles.

Metering Providers, Metering Data Providers must satisfy certain technical, capability and licensing requirements in order to be accredited and registered with AEMO. However, Metering Providers, Metering Data Providers and Embedded Network Managers are not Registered Participants (however they are deemed to be so for certain provisions of the rules relating to dispute resolution and confidential information).

Due to the nature of the Metering Coordinator’s role and responsibilities in providing services that are essential for the operation of the NEM, it is necessary for the Metering Coordinator to be a Registered Participant.

## 3.2 Changes to accreditation and registration requirements

The changes to accreditation and registration requirements due to the Metering Competition, Embedded Network and B2B rule changes are briefly summarised below. Participants are expected to familiarise themselves with the relevant accreditation and registration rule clauses, procedures and guidelines.

### 3.2.1 Distribution Network Service Providers

#### B2B rule change

The B2B rule change requires that only parties accredited by AEMO as B2B e-Hub participants may use the B2B e-Hub.

#### Metering Competition rule change

The Metering Competition rule change includes transitional requirements that impact Distribution Network Service Providers (DNSPs).

##### Initial Metering Coordinator

The Metering Competition rule change requires that:

- A LNSP acting as the Responsible Person at a connection point with a type 5 or 6 metering installation immediately before 1 December 2017 will become the initial Metering Coordinator and will continue in this role until another Metering Coordinator is appointed at that connection point or the services cease to be classified as a direct control service, or the connection point is abolished.
- The LNSP must register as an initial Metering Coordinator with AEMO. The LNSP will retain their current Participant ID in AEMO’s systems.
- By no later than 1 September 2017, the LNSP must provide each financially responsible Market Participant with a standard set of terms on conditions on which it will agree to act as the Metering Coordinator with respect to a type 5 or 6 metering installation.



### Type 7 Metering Coordinator

- LNSPs will be required to take on the Metering Coordinator role for type 7 metering installations.
- The LNSP must register as a Metering Coordinator with AEMO. The LNSP will retain their current Participant ID in AEMO systems.

### Victorian arrangements

The Metering Competition rule change requires that:

- in Victoria, DNSPs will become the initial Metering Coordinator for the advanced meters they deployed under the AMI program and will continue in this role until the connection point is abolished.
- Victorian DNSPs must register as an initial Metering Coordinator with AEMO. The LNSP will retain their current Participant ID in AEMO's systems.
- the existing Victorian derogation will end on 1 December 2017, and AMI meters will be treated in accordance with the new Chapter 7 of the NER.

On 16 March 2017, the Victorian Government announced it had decided to defer the adoption of metering competition in Victoria until 1 January 2021. The Victorian Government has since indicated it will release further details on its decision in May 2017. These details may impact accreditation and registration requirements in Victoria relating to Power of Choice. AEMO will communicate these impacts to participants once these details are known.

### Ring-fencing guidelines

The Metering Competition rule change requires the AER to develop and publish electricity distribution ring-fencing guidelines. The AER published their final Ring-fencing guideline for electricity distribution on 30 November ([link](#)). The guideline is effective from 1 December 2016, and applies to all regions. Distribution network service providers (DNSPs) are required to comply with the guideline as soon as reasonably practicable, and no later than 1 January 2018.

DNSPs will be able to take on the Metering Coordinator, Metering Provider and/or Metering Data Provider roles to provide metering services on a contestable basis. However, to do so a DNSP will need to comply with these ring-fencing guidelines. Note that this condition does not apply to initial Metering Coordinators, only to DNSPs that wish to provide metering services on a contestable basis.

Existing ring-fenced businesses will need to undertake an assessment of their compliance with these ring-fencing guidelines and may need to be re-accredited in consequence.

## **3.2.2 Market Customers**

### **B2B rule change**

The B2B rule change requires that only parties accredited by AEMO as B2B e-Hub participants may use the B2B e-Hub.

### **Metering Competition rule change**

Under the Metering Competition rule change, a Market Customer may not be registered as a Metering Coordinator. Accordingly, a Retailer that wishes to establish a Metering Coordinator business, including to provide metering services to its own retail customers, will need to do so through a separate legal entity.

This prohibition does not apply to a Market Customer that is only appointed, or proposed to be appointed as Metering Coordinator in respect of one or more connection points or proposed connection points on a transmission network, or that connect a Generator's generation unit to a distribution network.

Additionally the Metering Competition rule change requires that:



- On and effective from 1 December 2017, Retailers, as the Financially Responsible Market Participant (FRMP) must appoint the LNSP who was the RP for a type 5 or 6 metering installation as the Metering Coordinator for that metering installation.
- Retailers, as the FRMP for the connection points of their retail customers, will be responsible for appointing a Metering Coordinator for the provision of metering services, other than where a large customer, non-market or exempt Generator<sup>13</sup> chooses to appoint its own Metering Coordinator.

### 3.2.3 Metering Providers and Metering Data Providers

#### B2B rule change

The B2B rule change requires that only parties accredited by AEMO as B2B e-Hub participants may use the B2B e-Hub.

#### Metering Competition rule change

The roles and responsibilities of Metering Providers and Metering Data Providers under the Metering Competition rule change are similar to their existing roles and responsibilities. The Metering Competition rule change does specify some differences related to the accreditation and registration requirements as follows:

- Metering Providers and Metering Data Providers for small customer metering installations (SCMI) will be required to meet an additional accreditation requirement. This additional requirement relates to the establishment of an appropriate security control management plan and associated infrastructure and communications systems for the purposes of preventing unauthorised local access or remote access to metering installations, services provided by metering installations and energy data held in metering installations.
- Metering Providers and Metering Data Providers will be deemed to be Registered Participants for the purposes of the confidentiality obligations in Part C of Chapter 8 of the NER.
- A prohibition on Market Customers being registered as Metering Providers or Metering Data Providers at any connection point. This expands existing arrangements that prohibit Market Customers from being registered as Metering Providers or Metering Data Providers at a connection point in respect of which the metering data relates to its own use of energy. The prohibition does not apply where the relevant entity is a Network Service Provider.

In addition, the Metering Competition Rule change requires AEMO to determine whether any other changes are required to its accreditation procedures for Metering Providers and Metering Data Providers as a consequence of the new framework.

### 3.2.4 Metering Coordinators

#### B2B rule change

The B2B rule change requires that only parties accredited by AEMO as B2B e-Hub participants may use the B2B e-Hub.

<sup>13</sup> Generators can only appoint their own MC if there is no retail customer at the same connection point.

### Metering Competition rule change

The Metering Competition rule change requires that the Metering Coordinator be a new class of Registered Participant. Any party that meets the applicable registration requirements will be able to perform the Metering Coordinator role.<sup>14</sup>

Under the Metering Competition rule, the current role and responsibilities of the Responsible Person will be performed by the Metering Coordinator. The Metering Coordinator will also have additional responsibilities, which primarily relate to new and replacement metering installations installed at small customer connection points.

In particular, the MC must:

- Retain overall responsibility for provision of metering services, including installation, maintenance and testing of the metering installation and the collection, processing and delivery of metering data.
- Ensure the accuracy of the metering installation and the integrity and delivery of metering data.
- Engage and coordinate the availability, dispatch, performance and payment of the MP and MDP.

In addition to the existing responsibilities of the Responsible Person, the MC has additional obligations, including in relation to:

- Security controls for managing access to small customer metering installations, including services provided by, and energy data held in, such installations.
- Ensuring that access to all metering installations for which it is responsible and the services provided by, and energy data held in, such installations is managed in accordance with emergency priority procedures to be developed by AEMO.
- Network devices used by DNSPs.

### 3.2.5 Embedded Network Operators

#### B2B rule change

The B2B rule change requires that only parties accredited by AEMO as B2B e-Hub participants may use the B2B e-Hub.

#### Embedded Network rule change

The Embedded Network rule change creates a new accredited provider role, the embedded network manager, to assist embedded network customers to access retail market offers.

ENM must meet the requirements set out in schedule 7.7 and be accredited and registered by AEMO.

At a high-level the ENM must:

- Be accredited and registered by AEMO.
- Maintain information about the types and configuration of metering installations at the parent connection point and all child connection points on the ENM's embedded network and make that information available to the relevant parties in accordance with the B2B procedures.
- Apply to AEMO for a NMI for a metering installation at a child connection point, provide the relevant parties with the NMI and register the NMI.

ENM must be able to exhibit to the reasonable satisfaction of AEMO the following capabilities:

- Detailed understanding of the Rules including Chapter 7 and all procedures authorised under the Rules including the ENM service level procedures.

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<sup>14</sup> Noting that the rules prohibit Market Customers from being a Metering Coordinator except in the following two circumstances – where the MC is appointed in respect of a transmission connection point or where the MC is a Generator that is appointed in respect of the connection points that connect its generating units to the distribution network.



- Detailed understanding of:
  - The terms and conditions on which the AER grants exemptions under section 13 of the NEL to persons who engage in the activity of owning, controlling or operating embedded networks.
  - Any related guidelines developed and issued by the AER under clause 2.5.1.
- Detailed understanding of the participant role relationships and obligations that exist between Embedded Network Managers, Metering Data Providers, Metering Providers, financially responsible Market Participants, Local Network Service Providers, AEMO and Metering Co-ordinators.
- The establishment of a system which will:
  - Underpin all operational documentation, processes and procedures.
  - Facilitate good change control management of procedures, IT systems and software.
  - Provide audit trail management of EN wiring information.
  - Maintain security controls and data integrity.
  - Maintain knowledge and understanding of the Rules and relevant procedures, standards and guides authorised under the Rules.
- Understanding of the required logical interfaces necessary to support the provision of embedded network management services including the interfaces needed to:
  - Access AEMO's systems.
  - Support the *metrology procedure*, *B2B Procedures*, *service level procedures*, *ENM service level procedures* and *Market Settlement and Transfer Solution Procedures*.

AEMO must include requirements for accreditation and registration of Embedded Network Managers, including, without limitation:

- Requirements relating to cooperation with AEMO, Registered Participants, Metering Providers and Metering Data Providers
- The confidentiality of information collected by the Embedded Network Managers.
- The resolution of disputes between AEMO and the Embedded Network Managers, including disputes associated with a breach of the Rules and procedures authorised under the Rules.
- The access of AEMO to and the inspection and audit by AEMO of any relevant database maintained by the Embedded Network Managers.
- The insurance which must be taken out by or on behalf of the Embedded Network Managers.
- Subcontracting by the Embedded Network Managers.
- The software and systems that are used by the Embedded Network Managers.
- The ownership of intellectual property that is developed or used by the Embedded Network Managers.
- The delivery up to AEMO of data, works, material and other property that AEMO has the right to in the event of the de-registration of an Embedded Network Manager.

### 3.2.6 B2B e-Hub Participants

The B2B rule change requires any party wishing to use the B2B e-Hub to be accredited by AEMO as a B2B e-Hub Participant.

To be eligible for accreditation as a B2B e-Hub Participant, a person must:

- Satisfy AEMO that it is complying with and will comply with the Rules and the procedures authorised under the Rules.



- Satisfy such other requirements as reasonably determined by AEMO, which may include (but are not limited to):
  - Systems and information technology requirements necessary for secure use of the B2B e-Hub.

The final rule requires AEMO to publish the accreditation process for B2B e-Hub participants by 1 June 2017, however AEMO is targeting to publish this by early May 2017.





## 4. ACCREDITATION PROCESS (MP, MDP, ENM)

### 4.1 References

#	Document Title	Link	Date Published
1	Qualification Procedure (MP, MDP and ENM)	<a href="http://www.aemo.com.au/-/media/Files/Electricity/NEM/Retail_and_Metering/Metering-Procedures/2017/Qualification-Procedure-MP-MDP-ENM.pdf">http://www.aemo.com.au/-/media/Files/Electricity/NEM/Retail_and_Metering/Metering-Procedures/2017/Qualification-Procedure-MP-MDP-ENM.pdf</a>	28 February 2017
2	Accreditation Checklists (MP, MDP and ENM)	<a href="http://www.aemo.com.au/-/media/Files/Electricity/NEM/Retail_and_Metering/Metering-Procedures/2017/Accreditation-Checklists.pdf">http://www.aemo.com.au/-/media/Files/Electricity/NEM/Retail_and_Metering/Metering-Procedures/2017/Accreditation-Checklists.pdf</a>	28 February 2017
3	Service Level Procedure for Meter Providers	<a href="http://www.aemo.com.au/Stakeholder-Consultation/Consultations/Power-of-Choice---AEMO-Procedure-Changes-Package-1">http://www.aemo.com.au/Stakeholder-Consultation/Consultations/Power-of-Choice---AEMO-Procedure-Changes-Package-1</a>	31 August 2016
4	Service Level Procedure for Meter Data Providers	<a href="http://www.aemo.com.au/Stakeholder-Consultation/Consultations/Power-of-Choice---AEMO-Procedure-Changes-Package-1">http://www.aemo.com.au/Stakeholder-Consultation/Consultations/Power-of-Choice---AEMO-Procedure-Changes-Package-1</a>	31 August 2016
5	Guide to Embedded Networks	<a href="http://www.aemo.com.au/-/media/Files/Stakeholder_Consultation/Consultations/Electricity_Consultations/2017/POC-P2/Guide-to-Embedded-Networks.pdf">http://www.aemo.com.au/-/media/Files/Stakeholder_Consultation/Consultations/Electricity_Consultations/2017/POC-P2/Guide-to-Embedded-Networks.pdf</a>	28 February 2017
6	Service Level Procedure for Embedded Network Managers	<a href="http://www.aemo.com.au/Stakeholder-Consultation/Consultations/Power-of-Choice---AEMO-Procedure-Changes-Package-2">http://www.aemo.com.au/Stakeholder-Consultation/Consultations/Power-of-Choice---AEMO-Procedure-Changes-Package-2</a>	28 February 2017

## 4.2 Participants

Expected minimum registration and accreditation requirements due to the Metering Competition and Embedded Network rule changes. Note that all participants (Retailers, DNSPs, MP, MDP, MC and ENM) who intend to use the B2B e-hub must also be accredited with AEMO as B2B e-hub participants).

#	Category	Accreditation - MP and MDP	ENM Accreditation
1	DNSPs – excluding Victoria		As required
2	Victorian DNSPs	Type 4 and Type 4A (subject to Order in Council)	As required
3	Ring fenced DNSP		As required
4	Ring Fenced Metering Business that is a subsidiary of a DNSP	As required – due to ring fencing changes As required - Type 4 (SCMI) and Type 4A	As required
5	Existing MP/MPD businesses	As required - Type 4 (SCMI) and Type 4A	As required
6	New Metering businesses	As required	As required
7	TNSPs	N/A	As required
8	Market Customers	N/A	As required
9	New Embedded Network Manager	N/A	As required

## 4.3 Approach

Participants will be expected to abide by the process detailed in the Qualification Procedure and corresponding Accreditation Checklists.

## 4.4 Process

### 4.4.1 Submission of planned activities and timetable

All participants are requested to submit to AEMO ([POC@aemo.com.au](mailto:POC@aemo.com.au)), their planned registration and accreditation requirements:

- MP and MDP categories
- ENM accreditation
- Planned date to be ready to submit full application/s
- MarketNet requirements
- MSATS requirements

### 4.4.2 Pre-application meeting

AEMO will then undertake a resource allocation and confirm indicative waiting/processing times with individual participants. The indicative times will be provided by AEMO based on the quantity and types of accreditation/registrations expected to be received around the applicants planned date



## Accreditation/Registration Register

AEMO will prepare separate registers for:

- MDP and MP accreditation
- ENM accreditation

### 4.4.3 Submission of full application

Participants to submit their full application, as defined in the applicable procedure or guideline to the appropriate team as close to their planned date as possible. If a Participant has their full application ready prior to their allocated date, they are welcome to submit it early, AEMO will provide an updated indicative waiting/processing time upon receipt.

If the Participant is not ready to submit their full application on their planned date, and they have not kept AEMO informed of this and arranged a new date, then the Participant may be at risk of having their application take longer than the indicative times that were provided to them based on their planned date of submission.

### 4.4.4 Initial Review

Participants will work with the metering team to complete their required activities. If for any reason the Participants application is deemed to be withdrawn, the Participant must then work with the metering team to begin the process again.



## 5. B2B E-HUB ACCREDITATION PROCESS

### 5.1 References

#	Document Title	Link	Date final available
1	B2B E-HUB PARTICIPANT ACCREDITATION AND REVOCATION PROCESS	<a href="http://www.aemo.com.au/Electricity/National-Electricity-Market-NEM/Retail-and-metering/Business-to-business-procedures">http://www.aemo.com.au/Electricity/National-Electricity-Market-NEM/Retail-and-metering/Business-to-business-procedures</a>	May 2017
2			
3			



## 5.2 Participants

Expected minimum accreditation requirements due to the B2B rule changes. Accreditation is mandatory if the participant is choosing to use the B2B e-Hub to transact with other participants.

#	Category	Accreditation – B2B e-Hub
1	DNSPs – excluding Victoria	As required
2	Victorian DNSPs	As required
3	Ring fenced DNSPs	As required
4	Ring Fenced Metering Business that is a subsidiary of a DNSP	As required
5	Existing MP/MPD businesses	As required
6	New Metering businesses	As required
7	Third Party B2B Participants	As required
8	Market Customers	As required

## 5.3 Approach

**Participants will be expected to abide by the process detailed in the B2B e-Hub Participant Accreditation and Revocation Process.**

## 5.4 Process

- **Step 1:** Participants to inform AEMO’s readiness team by mid-June 2017 of their accreditation requirements and planned timeframes for when they intend to undertake their accreditation activities.
- **Step 2:** Participant to send application to AEMO Information Support Hub
- **Step 3:** AEMO’s Metering team to perform a review of participant’s application for completeness
- **Step 4:** Once the Metering team is satisfied the applicant has completed all necessary documentation, arrangements will be made for access to pre-production to enable participant to perform a self-certification process.
- **Step 5:** Participant to perform self-certification in pre-production ensuring they complete all of the appropriate transactions and those transactions all pass certification.
- **Step 6:** Metering team to review participant’s self-certification to confirm its successful completeness.
- **Step 7:** If the Metering team deem the self-certification to be successful they will issue a certificate of certification/accreditation.



## 6. REGISTRATION PROCESS FOR METERING COORDINATORS

### 6.1 References

#	Document Title	Link	Date final available
1	Metering Coordinator Registration Guide		
2	Application for Registration as Initial Metering Coordinator		
3	Application for Registration as a Metering Coordinator		



## 6.2 Participants

Expected minimum registration requirements due to the Metering Competition rule changes.

#	Category	Registration - MC
1	DNSPs – excluding Victoria	Initial MC (type 5 and 6 metering), MC for type 7
2	Victorian DNSPs	Initial MC (type 5 and 6 metering), MC for type 7
3	Ring fenced DNSPs	As required
4	Ring Fenced Metering Business that is a subsidiary of a DNSP	As required
5	Existing MP/MPD businesses	As required
6	New Metering businesses	As required
7	TNSPs	As required: connection points on the TNSP's transmission network
8	Market Customers	As required: For connection points on a transmission network or Generators
9	New participant	As required

## 6.3 Approach

**Participants will be expected to abide by the process detailed in the NEM Metering Coordinator Registration Guide and corresponding Metering Coordinator Application Forms.**

## 6.4 Process

**Step 1:** Participant submits an Application for Registration as a Metering Coordinator this application should include all relevant documentation.

**Step 2:** AEMO will review the Application and respond to you within 5 business days of receipt of the Application.

**Step 3:** 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.

**Step 4:** Within 15 business days of receiving the Application, or within 15 business days of receiving the requested additional information or clarification, AEMO will notify you by correspondence of AEMO's determination and, if AEMO rejects your Application, the reasons for rejecting it.

AEMO's notification under Step 4 will also include:

- Any conditions of registration, if applicable, that AEMO considers reasonably necessary; and
- A target effective date of registration. This date will be determined based on the application being presented to the Participant Registration Committee within AEMO. This committee meets every fortnight. Effective dates of registration will be approved by this committee.



## 7. COMMON PRACTICES

### 7.1.1 Communications

Participants will have the following points of contact:

**Main Contact:**

AEMO Information & Support Hub – [supporthub@aemo.com.au](mailto:supporthub@aemo.com.au)

**Operational Teams:**

- **MC Registrations:** Registrations team – [registration.desk@aemo.com.au](mailto:registration.desk@aemo.com.au)
- **B2B e-Hub Accreditation:** Metering team – [nem.b2b@aemo.com.au](mailto:nem.b2b@aemo.com.au)
- **MP Accreditation:** Metering team – [nem.mpb@aemo.com.au](mailto:nem.mpb@aemo.com.au)
- **MDP Accreditation:** Metering team – [nem.mdp@aemo.com.au](mailto:nem.mdp@aemo.com.au)
- **ENM Accreditation:** Metering team – [nem.enm@aemo.com.au](mailto:nem.enm@aemo.com.au)

**Readiness Team:**

- **Planning:** POC readiness team – [POC@aemo.com.au](mailto:POC@aemo.com.au)

AEMO's POC readiness team can play a coordinating role with participants and the operational teams

Once Participants are ready to submit their full application their main point of contact will be with the relevant operational teams.

### 7.1.2 Participant contact

Each participant is required to nominate an individual as a key readiness contact. This key contact will act as the liaison between AEMO readiness and/or the relevant operational team and the participant's organisation for all planning activities.

### 7.1.3 Documentation

AEMO's preferred method of receiving relevant documentation is for the participant to provide soft copies on a USB Memory Stick. This can be mailed to AEMO and addressed to the relevant team or can be delivered to an AEMO office addressed to the relevant team.

**Postal Address:**

GPO Box 2008  
Melbourne Vic 3001

**Offices:**

Melbourne

Level 22, 530 Collins St  
Melbourne Vic 3000

Sydney

Level 2, 20 Bond St  
Sydney NSW 2000

Brisbane

Level 10, 10 Eagle St  
Brisbane QLD 4000





Adelaide

Level 9, 99 Gawler PI

Adelaide SA 5000

**7.1.4 Monitor and Reporting**

AEMO's readiness team will report on the progress of registration and accreditation activities as part of the monthly reporting process.