



Settlement-Only Generator Asset Registration Form (ARF) Requirement User Guide

ISO New England Inc.

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Revision 1



Settlement Only Generator (SOG) Asset Registration Form (ARF) Requirements

Please note the Settlement Only Generator (SOG) ARF serves as an Initial Registration, Modification or Retirement of an SOG. This document does not include (though overlap exists) specific requirements for Generator Assets – a separate ARF is used for those. For your reference, ISO New England Manual 28 (M-28), Section 12 provides most of the governing language on Asset Registration (http://www.iso-ne.com/rules_proceeds/isone_mnls/index.html).

The Participant’s letterhead should be used at the top of the ARF. If the Participant does not have its own letterhead, whoever represents it as its owner/subsidiary can use their letterhead at the top of the ARF. The body of the document must clearly state the Asset Owner of the Generator.

Per M-28, Section 12, ARFs may be faxed or mailed. E-mailed ARFs cannot be processed.

SECTION 1 – Submitting Party Information

Section 1: Submitting Party Information		
Desired Implementation Date: <input type="text"/>	Submitted By: <input type="text"/>	
Asset Owner: <input type="text"/>	Participant ID: <input type="text"/>	
E-Mail: <input type="text"/>	Data Revision #: <input type="text"/>	
Phone Number: <input type="text"/>	Ext: <input type="text"/>	Fax: <input type="text"/>

Desired Implementation Date:

- **New Assets:**

A Desired Implementation Date for new assets must allow 5 Business Days for the ISO and the Host Participant Assigned Meter Reader to review the Settlement Only Generator (SOG) ARF and accurately model the asset. Other network modeling metering requirements require further coordination with the ISO prior to the submittal of the ARF. For more information on the New Generation process, please contact Customer Services and ask to be referred to the New Generation Coordinator.

- **Changes on Existing Assets**

The ISO approves or disapproves registration changes to existing assets within two business days and notifies all parties named in the ARF.

Data Revision #:

The revision number for an Initial Registration is always zero. The revision number is increased by 1 each time a change is made. The current revision number may be obtained from the ISO or left blank.

Asset Owner:

The Asset Owner must be a settleable Market Participant.

Participant ID:

There is a Participant ID associated with all ISO New England customers. Please contact your Security Administrator or refer to your MIS Reports. A list is also available at: http://www.iso-ne.com/support/asset_info/index.html. Click on the "Customers" document to access the list. Some customers have settleable and non-settleable entities. Please verify the name and customer ID of the entity that should bear the responsibility.

Submitted By:

The ARF's "Submitted By" field identifies the individual submitting the Asset Registration Form as a representative of the Participant. The ISO utilizes the Customer & Asset Management System (CAMS) to ensure that this individual represents the Participant. To ensure prompt processing, please verify that the ARF submitter is listed in the system. If the name and e-mail information are entered in Section 1, they will receive notification via e-mail.

E-Mail:

The e-mail address corresponds to the "Submitted By" above. Note the e-mail address populated in this field will receive notification that the asset registration form has been implemented. In the event that notification should be sent to a group e-mail address, please enter that address in this field.

Phone Number:

The phone number for the person submitting the ARF

Ext:

The extension number for the person submitting the ARF

Fax:

The fax number for the person submitting the ARF

SECTION 2 – Requested Generator Registration Action

Section 2: Requested GENERATOR Registration Action (Check as many as apply)			
<input type="checkbox"/> Initial Registration	<input type="checkbox"/> Modify Existing	<input type="checkbox"/> Retire Existing	
<input type="checkbox"/> Ownership Change:	ICAP Resource: <input type="checkbox"/> YES <input type="checkbox"/> NO	GADS Data Submitter Change: <input type="checkbox"/> YES <input type="checkbox"/> NO	Special Qualifying Facility Only: <input type="checkbox"/> YES <input type="checkbox"/> NO
(Effective 1st of the Month)	Intermittent Power Resource: <input type="checkbox"/> YES <input type="checkbox"/> NO		
<input type="checkbox"/> Entire <input type="checkbox"/> Portion	<input type="checkbox"/> Meter Reader Change		
Asset Name Change: (Effective 1st of the Month Only)		FERC Document Number (Required)	
<input type="text"/>		<input type="text"/>	
LD.Nodal Description	(Consult with Host Participant)	Metering Domain	
<input type="text"/>		<input type="text"/>	

Initial Registration:

This box should only be checked for a new SOG. Prior to activation, a new unit needs to meet the requirements of section I.3.9 of the ISO New England Inc. Transmission, Markets and Services Tariff, including filing a Generation Proposed Plan Application (PPA) according to ISO New England Planning Procedure (PP) 5-1. Please reference ISO New England Operating Procedure 14 (OP-14) for additional information.

Ownership Change:

If there is an ownership change of the entire asset or a portion, this box should be checked as well as the box for 'Modify Existing.'

Modify Existing:

This box should be checked if there is a change in the SOG's registration information.

Retire Existing:

This box should only be checked if a generator is being retired. A physical retirement of the unit needs to meet the requirements of section I.3.9 of the ISO New England Inc. Transmission, Markets and Services Tariff, including filing a Generation Proposed Plan Application (PPA) according to ISO New England Planning Procedure (PP) 5-1.

Meter Reader Change:

This box should only be checked if the meter reader is being changed.

Metering Domain ID#:

The Metering Domain ID# must be identified.

GADS Data Submitter Change:

This box should be checked if there is a change in GADS Data Submitter information.

Intermittent Power Resource:

This box should be checked to specify whether a generator is an Intermittent Power Resource. Please reference ISO New England Manual 20 (M-20) for Intermittent Power Resource definition and further information.

ICAP Resource:

This box should be checked to specify whether a generator is an ICAP Resource. Please reference ISO New England Manual 20 (M-20) for ICAP Resource definition and further information.

FERC Document Number:

This box is required for Qualifying Facility status. Note that Special Qualifying Facilities may be required to submit evidence of their *Contractual Arrangement* per Manual 20.

Asset Name Change:

This field is filled in for generator name changes (i.e. different from what is entered in Section 3). The name must be 30 characters or less. The asset name can only be changed on the first of the following month.

LD. Nodal Description:

This box should contain the LD. Nodal ID & Description. Consult with the Host Participant to obtain this information.

SECTION 3 – Generator Asset Registration Action

Section 3: GENERATOR Asset Registration Action			
Asset Name:	<input type="text"/>		
Asset ID#:	<input type="text"/>	<<NEW Asset ID to be assigned by ISO-NE	
Type of Facility:	<input type="text"/>		
T&D Company to which facility is connected: <input type="text"/>			
Location of Facility:		City/Town: <input type="text"/>	State: <input type="text"/>
Asset Owner(s)			
ID #1	<input type="text"/>	Name #1	<input type="text"/>
% Own #1	<input type="text"/>		
ID #2	<input type="text"/>	Name #2	<input type="text"/>
% Own #2	<input type="text"/>		
Lead Market Participant:			
<input type="text"/>		Participant ID#	<input type="text"/>
E-Mail: <input type="text"/>		Phone Number:	<input type="text"/>
Host Participant:			
<input type="text"/>		Participant ID#	<input type="text"/>
E-Mail: <input type="text"/>		Phone Number:	<input type="text"/>
NEPOOL Assigned Meter Reader Company Name or its Agent:			
<input type="text"/>		Participant ID#	<input type="text"/>
E-Mail: <input type="text"/>		Phone Number:	<input type="text"/>

Asset Name:

The asset name must be 30 characters or less. This must be filled in for Initial Registration, Modification or Retirement.

Asset ID#:

The asset ID# must be filled in for a Modification or Retirement. Asset ID numbers are assigned by the ISO during the Initial Registration Process and this field can be left blank if the form is for Initial Registration.

Type of Facility:

This field is used to describe the type of facility.

T&D Company to Which Facility is Connected:

This field should be used to specify which Transmission and Distribution Company the facility connects to.

Location of Facility:

This field should contain the location of the facility (City/State).

Asset Owners:

Asset Owners must be listed and the total must equal 100% ownership. Ownership changes can only be made on the first of the following month.

Host Participant:

This field should be filled with the Host Participant information.

Lead Market Participant:

This field should be filled with Lead Participant information.

NEPOOL Assigned Meter Reader Company Name or its Agent:

This field should contain assigned meter reader company or agent information.

SECTION 3 – Generator Asset Registration Action (continued)

Section 3: GENERATOR Asset Registration Action (continued)						
<i>Seasonal Claimed Capability (SCC): Enter value(s) in one of the three sections below ONLY - if SQF, enter single value in Section 2, if DCH/Wind, enter (12) values in Section 3 (enter 12 values even if the value does not change); enter Summer SCC and Winter SCC in Section 1 for all other units. (Note: Enter zero (0) SCC value(s) if opting not to claim capability).</i>						
Section 1: Seasonal Claimed Capability (SCC)						
Summer SCC <input type="text"/>			Winter SCC <input type="text"/>			
Section 2: Annual SCC (for SQF ONLY)						
SCC <input type="text"/>						
Section 3: Monthly Ratings (for Daily Cycle Hydro / Wind ONLY)						
	JAN	FEB	MAR	APR	MAY	JUN
SCC	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	JUL	AUG	SEP	OCT	NOV	DEC
SCC	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Seasonal Claimed Capability (SCC):

These fields should contain the Summer and Winter Claimed Capability of the SOG.

Annual SCC

This field is only populated if the unit is an SQF. The annual SCC is entered into this field.

Monthly Ratings

This field is only populated if the unit is a Daily Cycle Hydro or Wind unit. The rating of for each month should be entered into the appropriate field.

SECTION 3 – Generator Asset Registration Action (continued)

Dispatch Option (enter A for Option A or B for Option B):

Option A: Dispatchable Under OP-4* (*May be Self Scheduled for Area Protection for Capability Audits, with proper notification to ISO Operations.*)

Option B: Self Scheduled

Additional Information Required if Dispatch Option A is selected:

Single Point Dispatch Contact Person (if Option B selected, enter N/A):
 Name: Phone Number:

Dispatch Availability (if Option B is selected, enter N/A)

Day Type	Staffed (S) or Non-Staffed (N)	Expected Level of Load Relief during OP 4 (MW)*
Weekday - Day		
Weekday - Evening		
Weekend - Day		
Weekend - Evening		
Holiday		

*MW level of load relief must be greater than or equal to SCC.

Dispatch Option

If the unit is dispatchable, populate the field with an "A." If the unit is self scheduled, populate the field with a "B." The "additional information" field need only be completed if option "A" is selected.

Beginning Month (1 = January)
 Enter Beginning Year (e.g., 1998) or NA

Special Qualifying Facility Data			
Max. Interconnection Flow During 12-month Period Designated Below (or NA) >>>>>>			
		Total Interconnection Flow for all Hours (MWh, to three decimal places)	Number of On-Peak Hours in Month **
Month	Year		(Hours)
January			
February			
March			
April			
May			
June			
July			
August			
September			
October			
November			
December			
TOTALS			

Calculated Total On Peak Flow

Capability = =

Credit Total On-Peak Hours * 0.7

Max. Allowed Claimed Capability Using Option A (lower of Max. Interconnection Flow and Calculated Capability Credit). >>>>>>

Claimed Capability Credit for SQF =

< Enter desired Capability or NA

*May use a reasonable estimate of Interconnection Flow data for the QF's first year of operation.
 **Excluding hours when the QF was unavailable for service during a forced outage lasting at least 30 days

The Special Qualifying Facility data (shown above) must only be completed if the unit is classified as an SQF.

SECTION 4 – Routing and Authorized Signature(s) Affirming Change

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For transfer of entire ownership rights, reference Manual 28, Section 12.2.3.2(1.g). For transfer of portion of ownership rights, reference Manual 28, Section 12.2.3.2(1.h).

Company Name:	
Title:	
E-Mail:	
Date:	
Type Name:	
Signature:	
Company Name:	
Title:	
E-Mail:	
Date:	
Type Name:	
Signature:	
Company Name:	
Title:	
E-Mail:	
Date:	
Type Name:	
*Signature:	
Company Name:	
Title:	
E-Mail:	
Date:	
Type Name:	
*Signature:	

*Must be submitted to Market Registration Agent on Company Letterhead in accordance with Manual 28, Market Rule 1, Section 12.

*A change of Assigned Meter Reader from one entity to another within the same holding company only requires notification of the change to ISO and the affected asset owner(s), but does not require submission of this form.

If submitting for Asset Registration number, please FAX to Customer Data Assistant: 1-413-535-4156

If submitting for Settlement Only Generator, please E-Mail copy to opareg@iso-ne.com

Required Copy Sent to Host Participant

ADDITIONAL REQUIREMENTS DUE 60 DAYS PRIOR TO ACTIVATION

1 [PP5-1](#)

2 [Small Generator Interconnection Request Form](#)

3 [Small Generator Notification Form](#)

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Section 4 is completed by an officer of the Market Participant and lists the Company Name, Title, E-mail address, Date, Typed Name, and Signature. The Meter Reader's signature is required for Initial Registration of assets or Retirement of assets.

The field at the bottom of the form is checked to indicate that the Participant has been in contact with the Host Participant and has sent a copy to the Host Participant. The forms required before an SOG can be activated are noted at the bottom of the form.

Checklist

Field Name	Initial	Modify	Retire
Section 1: Submitting Party Information			
Desired Implementation Date	●	●	●
Submitted By	●	●	●
Asset Owner	●	●	●
Participant ID	●	●	●
E-mail	●	●	●
Data Revision #	●	●	●
Phone Number	●	●	●
Ext	●	●	●
Fax	●	●	●
Section 2: Requested Generator Registration Action			
Initial Registration	●		
Modify Existing		●	●
Retire Existing			●
ICAP Resource	●		
Intermittent Power Resource	●		
Special Qualifying Facility	●		
Ownership Change		■	
Entire		■	
Portion		■	
Meter Reader Change		■	
LD.Nodal Description	●	●	●
GADS Data Submitter Change		●	
FERC Document Number	●		
Asset Name Change		■	
Section 3: Generator Registration Action			
Asset Name	●	●	●
Asset ID#		●	●
Type of Facility	●	●	●
T&D Company to which facility is connected	●	●	●
Location of Facility	●	●	●
Asset Owners	●	■	
Lead Market Participant	●	■	
Host Participant	●	■	

Field Name	Initial	Modify	Retire
NEPOOL Assigned Meter Reader Name or Agent	●	■	●
Seasonal Claimed Capability	●	■	
Annual SCC (SQF)	●	■	
Monthly Ratings (DCH/Wind Unit)	●	■	
Dispatch Option	●	■	
Dispatch Availability (if unit is dispatchable)	●	■	
Special Qualifying Facility Data (if unit is SQF)	●	■	
Section 4: Routing and Authorized Signature(s) Affirming Change			
Company	●	●	●
Title	●	●	●
E-Mail	●	●	●
Date	●	●	●
Type Name	●	●	●
Signature	●	●	●
Required Copy Sent to Host Participant	●	●	●

- Required Field
- Required if Field is modified