

# MARKET ADMINISTRATION MARKET MANUAL (Part 2 of 5)

## REGISTRATION AND AUTHORISATION

This market manual contains the following application forms –

- Application form for Generation Facility Registration by a Market Participant
- Application form for Registration of Non-exporting Embedded Intermittent Generation Facility by a Market Participant
- [Application form for Registration of Import Registered Facility by an Importer Licensee](#)



# **Application form for Generation Facility Registration by a Market Participant**

including explanatory notes

**IMPORTANT:** Please read this carefully before completing this form. *Italicised words and expressions used herein (but not otherwise defined herein) shall have the same meanings respectively ascribed to them in the Singapore Electricity Market Rules.*

**Why do you need to complete this form?**

Under the *market rules*, if you are not a *market support services licensee*, you are **not permitted** to participate in the *real-time markets* or to cause or permit any *physical service* to be conveyed into, through or out of the *transmission system* unless you have been registered by the EMC as a *market participant*, and your facility to or from which the *physical service* is to be so conveyed has been registered by the EMC as a *registered facility*, a *commissioning generation facility*, a *generation settlement facility* or a *non-exporting embedded intermittent generation facility* in accordance with the *market rules*.

The EMC is licensed by the Energy Market Authority (the “*Authority*”) to operate the *wholesale electricity markets* (to which the *real-time markets* form a part) in Singapore. One of the EMC’s responsibilities is to manage the registration of facilities in the *wholesale electricity markets*. You must complete and submit this form to apply to have a facility registered by the EMC if you wish to convey any *physical services* into, through or out of the *transmission system* and that facility is required or permitted to be registered under the *market rules*.

**Why did EMC develop this form?**

The EMC has developed this form for applicants to apply for the relevant facility registration described in the *market rules*. You should read the relevant sections of the *market rules* prior to completing this form. Please also read the EMC’s disclaimer at the end of this form.

**Who is eligible to apply for registration?**

You must be registered as a *market participant* before you are eligible to apply for registration of your facilities.

However, if you are only granted *conditional registration* as a *market participant*, you may also apply for registration of your facilities, but your facilities will not be registered unless you become registered as a *market participant* within the relevant conditional registration deadline.

**What are the types of generation facility registration?**

The four types of *generation facility* registration are:

- *Generation registered facility*
- *Generation settlement facility*
- *Commissioning generation facility* (you need to complete a separate form for this type of registration)
- *Non-exporting embedded intermittent generation facility* (you need to complete a separate form for this type of registration).

This application form is to be used for application for registration of either a *generation registered facility* or a *generation settlement facility* only. If you wish to register your facility as a *commissioning generation facility* or a *non-exporting embedded intermittent generation facility*, please use the Application form for Commissioning Generation Facility Registration by a Market Participant or Application form for Registration of Non-exporting Embedded Intermittent Generation Facility by a Market Participant, respectively.

Generation Registered Facility

If all the *generation facilities* (other than *intermittent generation facilities*) at the same *generating station* together have an aggregate name-plate rating of 10 MW or more, all such *generation facilities* must be registered as either a single *generation registered facility* or two or more *generation registered facilities* in accordance with the *market rules*. The foregoing shall not apply to *intermittent generation facilities*.

A *generation registered facility* is subject to *dispatch* by the PSO. A *generation registered facility* shall at all times have a valid *standing offer* for each *physical service* that it intends to provide in the *real-time markets*.

## Generation Settlement Facility

A *generation settlement facility* is registered for the delivery of *energy* only and is not subject to *dispatch* by the *PSO*.

If all the *generation facilities* (other than *intermittent generation facilities*) at the same *generating station* together have an aggregate name-plate rating of 1 MW or more but less than 10 MW, all such *generation facilities* must be registered as either a single *generation settlement facility* or two or more *generation settlement facilities* in accordance with the *market rules*. But if any of such *generation facility* is intended to be subject to *dispatch* by the *PSO*, that *generation facility* must be registered as a *generation registered facility* instead. The foregoing shall not apply to *intermittent generation facilities*.

## Intermittent Generation Facilities as Generation Settlement Facilities

If you intend to participate in the *real-time markets* or cause or permit a *physical service* to be conveyed into, through or out of the *transmission system* from one or more *intermittent generation facilities*, such *intermittent generation facilities* (regardless of their respective or aggregate name-plate ratings) must be registered as one or more *generation settlement facilities*, unless such registration requirements are waived by the *Authority* or you intend to register such *intermittent generation facilities* as *non-exporting embedded intermittent generation facilities*.

### **When will you know the outcome of your application?**

The *EMC* will notify you in writing of the outcome within 30 *business days* of the *EMC* being satisfied that your application meets all the requirements for *generation facility* registration under the *market rules*, the applicable *market manuals* and the *system operation manual*. If your application is declined, the notification will identify why this was the case. A duly and accurately completed form will expedite the *EMC's* processing of your application.

### **What should you do if you have more than one facility to register?**

Please fill in a separate form for **each** application for registration of a *generation registered facility* or a *generation settlement facility*. You can download additional copies of the form from the *EMC's* website at [www.emcsg.com](http://www.emcsg.com).

### **Is there an application fee for your application to register your facility?**

There is no application fee payable for your application to register your facility.

## Summary of registration requirements for a generation registered facility

The key requirements in the process for the registration of a *generation registered facility* are outlined in the table below:

A	<b>Meet the EMC's requirements</b>	<p>You must ensure that</p> <ul style="list-style-type: none"> <li>• your facilities and equipment meet all applicable technical requirements set forth in the <i>market rules</i>, any applicable <i>market manuals</i> or the <i>system operation manual</i>; and</li> <li>• you are able to perform all the functions and obligations applicable to you under the <i>market rules</i>, the <i>market manuals</i> or the <i>system operation manual</i>.</li> </ul> <p>If your facility is located outside of Singapore, the EMC may impose additional requirements for the registration of your facility. You cannot change your designated <i>dispatch coordinator</i> for your <i>registered facility</i> without the prior approval of the EMC.</p>
B	<b>Meet the PSO's requirements</b>	<ul style="list-style-type: none"> <li>• You must complete the PSO's Data Form for Generation Facility Registration, meeting all the applicable technical requirements and attaching any required documents during submission.</li> <li>• The registration of your facility is subject to the PSO advising the EMC that such facility poses no threat to the <i>reliability</i> or <i>security</i> of the PSO controlled system.</li> </ul>
C	<b>Meet metering requirements</b>	<p>You must secure the <i>market support services licensee's</i> written confirmation to the EMC that the <i>market support services licensee</i> is ready to submit all relevant <i>settlement</i> data required under the <i>market rules</i> for your facility to the EMC.</p>
D	<b>Prepare and attach required documents</b>	<p>You must duly complete this application form in respect of your facility and provide all required supporting documents with your application, including the following:</p> <ul style="list-style-type: none"> <li>• A certified true copy of your duly executed <i>connection agreement</i> with the <i>transmission licensee</i> for your facility.</li> <li>• A certified true copy of your duly executed <i>market participant - market support services licensee</i> agreement with the <i>market support services licensee</i> for your facility, if required by the EMC.</li> <li>• An original duly completed and executed Certificate and Undertaking (substantially in the form and terms prescribed in <b>Appendix B</b> of this application form) for your facility.</li> <li>• An original duly completed Data Form for Generation Facility Registration required by the PSO (as described in <b>Appendix C</b> of this application form) for your facility.</li> </ul>
E	<b>Standing Offer Data</b>	<p>You must comply with section D below.</p>
F	<b>Registration as a generation registered facility</b>	<p>Your facility will be registered as a <i>generation registered facility</i> if the EMC is satisfied that your facility meets all the requirements for such facility registration under the <i>market rules</i>, the applicable <i>market manuals</i> or the <i>system operation manual</i>. The EMC will notify you of the terms and conditions of the registration in an official notice to you. If your application is declined, the EMC will write to you stating the reasons.</p>

## Summary of registration requirements for a generation settlement facility

The key requirements in the process for the registration of a *generation settlement facility* are outlined in the table below:

A	<b>Meet the EMC's requirements</b>	<p>You must ensure that</p> <ul style="list-style-type: none"> <li>• your facility meets all applicable technical requirements set forth in the <i>market rules</i>, any applicable <i>market manuals</i> or the <i>system operation manual</i>; and</li> <li>• you are able to perform all the functions and obligations applicable to you under the <i>market rules</i>, the <i>market manuals</i> or the <i>system operation manual</i>.</li> </ul>
B	<b>Meet the PSO's requirements</b>	<ul style="list-style-type: none"> <li>• You must complete the <i>PSO's Data Form for Generation Facility Registration</i>, meeting all the applicable technical requirements and attaching any required documents during submission.</li> <li>• The registration of your facility is subject to the <i>PSO</i> advising the <i>EMC</i> that such facility poses no threat to the <i>reliability</i> or <i>security</i> of the <i>PSO controlled system</i>.</li> </ul>
C	<b>Meet metering requirements</b>	<p>You must secure the <i>market support services licensee's</i> written confirmation to the <i>EMC</i> that the <i>market support services licensee</i> is ready to submit all relevant <i>settlement</i> data required under the <i>market rules</i> for your facility to the <i>EMC</i>.</p>
D	<b>Prepare and attach required documents</b>	<p>You must duly complete this application form in respect of your facility and provide all required supporting documents with your application, including the following:</p> <ul style="list-style-type: none"> <li>• A certified true copy of your duly executed <i>connection agreement</i> with the <i>transmission licensee</i> for your facility.</li> <li>• A certified true copy of your duly executed <i>market participant - market support services licensee</i> agreement with the <i>market support services licensee</i> for your facility.</li> <li>• An original duly completed and executed Certificate and Undertaking (substantially in the form and terms prescribed in <b>Appendix B</b> of this application form) for your facility.</li> <li>• An original duly completed Data Form for Generation Facility Registration required by the <i>PSO</i> (as described in <b>Appendix C</b> of this application form) for your facility.</li> </ul>
E	<b>Registration as a generation settlement facility</b>	<p>Your facility will be registered as a <i>generation settlement facility</i> if the <i>EMC</i> is satisfied that your facility meets all the requirements for such facility registration under the <i>market rules</i>, the applicable <i>market manuals</i> or the <i>system operation manual</i>. The <i>EMC</i> will notify you of the terms and conditions of the registration in an official notice to you. If your application is declined, the <i>EMC</i> will write to you stating the reasons.</p>

### How can you obtain more information?

In addition to this form and the *market rules*, you may obtain more information by contacting the *EMC* Market Administration Team by telephone at +65 6779 3000. Alternatively, you may visit the *EMC's* website at [www.emcsg.com](http://www.emcsg.com).

Please print clearly. Illegible writing or incomplete forms may delay the processing of your application.

## A. APPLICANT DETAILS

Name of Applicant (in full): \_\_\_\_\_

Identification Number<sup>1</sup>: \_\_\_\_\_

Registered Address: \_\_\_\_\_

## B. REGULATORY DETAILS

### 1. Authorised activities relating to *electricity* under your *electricity licence(s)*:

**Note:** You may check one or more of the following boxes indicating the type of activities authorised under your *electricity licence(s)*.

- ☐ *generate electricity*
- ☐ *retail electricity*
- ☐ *transmit electricity*
- ☐ *transmit electricity* for or on behalf of a *transmission licensee*
- ☐ *import electricity*
- ☐ *export electricity*
- ☐ *trade in wholesale electricity market*

*Electricity licence* number(s): \_\_\_\_\_

State activities exempted from licensing requirement: \_\_\_\_\_

Exemption order number(s): \_\_\_\_\_  
\_\_\_\_\_

### 2. What type of facility registration are you applying for?

- ☐ *generation registered facility*
- ☐ *generation settlement facility*

3. Derogation requested: ☐ Yes ☐ No

4. Wholesale Electricity *settlement account*: \_\_\_\_\_

<sup>1</sup> This refers to the Applicant's ACRA registration number, Unique Entity Number or NRIC number, as the case may be.

### C. FACILITY DETAILS

5. **Name of the facility:** \_\_\_\_\_

6. **Name of owner of the facility:** \_\_\_\_\_

7. **Location of the facility:** \_\_\_\_\_

8. **Meter ID number(s):** \_\_\_\_\_  
(Please also complete **Appendix A** of this application form.)

9. **Dispatch coordinator for the facility:** \_\_\_\_\_  
(This is only applicable if the facility is to be registered as a *generation registered facility*.)

10. **Contacts of the dispatch coordinator for the facility:**  
(This is only applicable if the facility is to be registered as a *generation registered facility*.)

	Main Contact	Alternate contact
Full Name & Designation		
Business Contact Nos.		
Business Email Address		
Business Hand phone Nos.		
Business Fax Nos.		

11. **Physical service intended to be provided from the facility:**

- ☐ *Energy*
- ☐ *Reserve* (☐ *Primary* ☐ *Contingency*)
- ☐ *Regulation*

(In the case of a facility to be registered as a *generation settlement facility*, please tick “energy” only.)

12. **Other authorisations/approvals granted by the Authority**

(For facilities other than *intermittent generation facilities*.)

- Approval for classification of your facility as an *embedded generation facility* for the purposes of net treatment on non-reserve charges:

☐ Yes ☐ No

(If the answer to the above is no, is such approval being sought? ☐ Yes ☐ No)

- Approval for your facility to be assigned to an *EGF group* to be, or an *EGF group* which has been, granted *price neutralisation*:

☐ Yes ☐ No

(If the answer to the above is no, is such approval being sought? ☐ Yes ☐ No)



**13. Intermittent generation facilities**

(For registration of *generation settlement facility* that is comprised of one or more *intermittent generation facilities*.)

- Is your facility comprised of one or more *intermittent generation facilities*? ☐ Yes ☐ No  
 (If yes, is your facility comprised only of *intermittent generation facilities*? ☐ Yes ☐ No)
  
- Is your facility comprised only of embedded *intermittent generation facilities* (as referred to in section 5.5.1A of Chapter 2 of the *market rules*)? ☐ Yes ☐ No

**D. STANDING OFFER DATA**

(This section is only applicable if your facility is to be registered as a *generation registered facility*.)

Please provide a *standing offer* for each *physical service* to be provided from your facility to be registered as a *generation registered facility*. Each such *standing offer* for your facility must be submitted to the *EMC* in the data format required by and in accordance with the *EMC's* Market Operations Market Manual on Standing Offers, Standing Bids, Offer Variations, Bid Variations and Standing Capability Data (Chapter 6 Market Rules).

**E. GENERATION FACILITY REGISTRATION  
(FOR SUBMISSION TO THE PSO)**

Please complete the *PSO* Data Form for Generation Facility Registration which is described in **Appendix C** of this application form. All relevant sections in the form must be duly completed. The duly completed form must be sent to the *EMC* together with all supporting documentation.

## F. CHECKLIST OF SUPPORTING DOCUMENTS REQUIRED

You must attach the following documents to your application form:

- ☐ A certified true copy of your duly executed *connection agreement* with the *transmission licensee* for your facility.
- ☐ A certified true copy of your duly executed *market participant - market support services licensee* agreement with the *market support services licensee* for your facility, if required by the *EMC*.
- ☐ An original duly completed and executed Certificate and Undertaking (substantially in the form and terms prescribed in **Appendix B** of this application form) for your facility.
- ☐ An original duly completed Data Form for Generation Facility Registration required by the *PSO* (as described in **Appendix C** of this application form) for your facility.

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### **FOR EMC OFFICIAL USE**

1. Assigned MNN number(s) for this facility: \_\_\_\_\_

#### ***INFORMATION PROVIDED BY THE MSSSL TO THE EMC***

2. Respective RQM (as defined by MSSSL) ID Number(s): \_\_\_\_\_

2.1. Location of the facility: \_\_\_\_\_

## G. COVENANT AND DECLARATION

We/I, the undersigned applicant, having read and fully understood the *market rules*, the terms of this application form, the applicable *market manuals*, the *system operation manual*, the *Electricity Act*, and any other applicable laws, codes, rules, procedures or policies that are relevant to or regulate the *wholesale electricity markets* (collectively the 'Regulations'), and/or having had the benefit of relevant independent advice, hereby apply to register our/my facility either as a *generation registered facility* or a *generation settlement facility* as stated in this application form.

We/I hereby agree to be bound by, and to comply with, all the Regulations which may be applicable to us/me, our/my registration application herein, our/my facility and our/my participation in the relevant *wholesale electricity markets*.

We/I further hereby declare that the information provided by us/me (or on our/my behalf) in or in connection with this registration application is true, complete and accurate and not misleading or omitting any material particular (to the best of our/my knowledge, information and belief after having carried out all necessary due diligence to determine the same) and hereby covenant to be subject to any sanctions, penalties or orders as may be imposed by the relevant authorities/parties under the Regulations, in the event that such information is found to be untrue, misleading or inaccurate in any material particular.

We/I hereby undertake to immediately notify the EMC of any change to any information provided in relation to our/my application for registration herein.

We/I further hereby covenant to be legally bound by the relevant dispute resolution provisions under the *market rules* and any applicable *market manual*, in the event that this registration application is denied and a dispute arises from such unsuccessful application.

We/I confirm and acknowledge that the information provided by us/me (or on our/my behalf) in or in connection with this registration application may need to be disclosed, communicated or exchanged by the EMC to or with other parties, including but not limited to the *Authority*, the *PSO* and a *market support services licensee*, as necessary, desirable or expedient for the purposes of processing this registration application under the Regulations and we/I hereby consent to such disclosure, communication or exchange.

Signed for and on behalf of: \_\_\_\_\_  
(Name of Applicant)

Signature: \_\_\_\_\_

Name of officer: \_\_\_\_\_

Position/designation: \_\_\_\_\_

Date: \_\_\_\_\_

#### H. EMC'S DISCLAIMER

Energy Market Company Pte Ltd ("*EMC*") has produced this publication for use in connection with the Singapore Electricity Market. This publication is not a substitute for and should not be read in lieu of the Singapore Electricity Market Rules or any other applicable laws, codes, rules, procedures, manuals or policies that are relevant to or regulate the Singapore Electricity Market or the electricity industry. The contents of this publication do not constitute legal or business advice and should not be relied upon as a substitute for obtaining such advice.

*EMC*, its directors and employees, subsidiaries, associates and affiliates make no representations, endorsements or warranties of any kind whatsoever in relation to the contents of this publication, and in no event shall *EMC*, its directors and employees, subsidiaries, associates and affiliates be liable to any party for any damages, claims, expenses or losses of any kind arising from or in connection with any use of or reliance on the accuracy, availability, currency, title, non-infringement, quality, reliability, suitability and completeness of the contents of this publication.

Any modifications or amendments to this publication shall be made in accordance with the relevant provisions of the Singapore Electricity Market Rules.

**Generation Facility  
Registration**

**Appendix A : Metering Details**

S/No	Generation Facility Name	Meter Type (Main, Check or Auxiliary)	Meter Serial Number	Station Load Meter Name (Please show tagging, if any)	Station Load Meter Serial Number	Market Network Node (assigned by the EMC)
1						
2						
3						
4						

Note:  
Please tag the station loads (if any) to the generation facility.

## Appendix B

### SAMPLE CERTIFICATE AND UNDERTAKING [To be set out on the applicant's letterhead.]

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#### CERTIFICATE AND UNDERTAKING

**To: Energy Market Company Pte Ltd**  
(hereinafter referred to as the "**EMC**")

We/I, [■state name of applicant], refer to our/my Application Form for Generation Facility Registration by a Market Participant dated [■state date] for the registration of [■identify the relevant *generation facility* here] ("the Facility") as a [*generation registered facility / generation settlement facility*]\* under the *market rules* and the applicable *market manuals* of the EMC ("the Application").

Pursuant to the Application, we/I hereby confirm, certify and undertake to the EMC (with a view to the EMC relying upon our/my confirmations, certifications and undertakings herein in considering our/my Application) that:

- 1) we/I have (and we/I will continue to have through to, on and from the registration of the Facility by the EMC) operational control and authority over the Facility for the purposes of the *market rules*;
- 2) all our/my facilities and equipment to which the Application relates meet all applicable technical requirements under the *market rules*, the applicable *market manuals* and the *system operation manual*; and
- 3) we/I have adequate qualified personnel and organisational and other arrangements that are sufficient to enable us/me to perform all of our/my functions and obligations applicable to us/me as *market participants* under the *market rules*, the applicable *market manuals* and the *system operation manual*, including reliable services during normal and emergency situations, in respect of our/my participation in the *wholesale electricity market*.

Our/my confirmations, certifications and undertakings herein shall be governed by and construed in accordance with the laws of the Republic of Singapore. All italicised expressions used herein shall have the same meanings as respectively ascribed to them in the Singapore Electricity Market Rules of the EMC.

Signed for and on behalf of \_\_\_\_\_  
(Name of Applicant)

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Date: \_\_\_\_\_

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\* Delete where inapplicable.

## Appendix C

### Power System Operator (PSO) Data Form for Generation Facility Registration

- The facility registration form is available for download from the EMA's website at [www.ema.gov.sg/NEMS\\_Activities.aspx](http://www.ema.gov.sg/NEMS_Activities.aspx).
- Please note that the form may be amended, updated or replaced from time to time and you should ensure that you obtain and use the most up-to-date version available at the above website at the time of your application.

# **Application form for Registration of Non-exporting Embedded Intermittent Generation Facility by a Market Participant**

including explanatory notes.



**IMPORTANT:** Please read this carefully before completing this form. *Italicised words and expressions used herein (but not otherwise defined herein) shall have the same meanings respectively ascribed to them in the Singapore Electricity Market Rules.*

### **Why do you need to complete this form?**

Under the *market rules*, if you are not a *market support services licensee*, you are **not permitted** to participate in the *real-time markets* or to cause or permit any *physical service* to be conveyed into, through or out of the *transmission system* unless you have been registered by the EMC as a *market participant*, and your facility to or from which the *physical service* is to be so conveyed has been registered by the EMC as a *registered facility*, a *commissioning generation facility*, a *generation settlement facility* or a *non-exporting embedded intermittent generation facility* in accordance with the *market rules*.

The EMC is licensed by the Energy Market Authority (the “*Authority*”) to operate the *wholesale electricity markets* (to which the *real-time markets* form a part) in Singapore. One of the EMC’s responsibilities is to manage the registration of facilities in the *wholesale electricity markets*. You must complete and submit this form to apply to have a facility registered by the EMC if you wish to convey any *physical services* into, through or out of the *transmission system* and that facility is required or permitted to be registered under the *market rules*.

### **Why did EMC develop this form?**

The EMC has developed this form for applicants to apply for the relevant facility registration described in the *market rules*. You should read the relevant sections of the *market rules* prior to completing this form. Please also read the EMC’s disclaimer at the end of this form.

### **Who is eligible to apply for registration?**

You must be registered as a *market participant* before you are eligible to apply for registration of your facilities.

However, if you are only granted *conditional registration* as a *market participant*, you may also apply for registration of your facilities, but your facilities will not be registered unless you become registered as a *market participant* within the relevant conditional registration deadline.

### **What are the types of generation facility registration?**

The four types of *generation facility* registration are:

- *Generation registered facility* (you need to complete a separate form for this type of registration)
- *Generation settlement facility* (you need to complete a separate form for this type of registration)
- *Commissioning generation facility* (you need to complete a separate form for this type of registration)
- *Non-exporting embedded intermittent generation facility*

You may register your *generation facility* as a ***non-exporting embedded intermittent generation facility***:

- a) if the facility is an embedded *intermittent generation facility* (as referred to in section 5.1.9 of Chapter 2 of the *market rules*) with name-plate rating of less than 10 MW; and
- b) if you do not intend to receive any payment for the facility, whether or not any *electricity* is injected into the *transmission system*.

The *market participant* of a *non-exporting embedded intermittent generation facility* shall pay the *fixed market-related charge* in accordance with the payment schedule and methodology published on the EMC website at [www.emcsg.com](http://www.emcsg.com).

### **When will you know the outcome of your application?**

The EMC will notify you in writing of the outcome within 30 business days of the EMC being satisfied that your application meets all the requirements for *generation facility* registration under the *market rules*, the applicable *market manuals* and the *system operation manual*. If your application is declined, the notification will identify why this was the case. A duly and accurately completed form will expedite the EMC’s processing of your application.

**What should you do if you have more than one facility to register?**

Please fill in a separate form for each application for registration of a *non-exporting embedded intermittent generation facility*. You can download additional copies of the form from the *EMC* website at [www.emcsg.com](http://www.emcsg.com).

**Is there an application fee for your application to register your facility?**

There is no application fee payable for your application to register your facility.

## Summary of registration requirements for a non-exporting embedded intermittent generation facility

The key requirements in the process for the registration of a *non-exporting embedded intermittent generation facility* are outlined in the table below:

A	<b>Meet pre-registration requirements</b>	<p>You must ensure that</p> <ul style="list-style-type: none"> <li>• your facilities and equipment meet all applicable technical requirements set forth in the <i>market rules</i>, any applicable <i>market manuals</i> or the <i>system operation manual</i>; and</li> <li>• you are able to perform all the functions and obligations applicable to you under the <i>market rules</i>, the <i>market manuals</i> or the <i>system operation manual</i>.</li> </ul>
B	<b>Meet the PSO's requirements</b>	<ul style="list-style-type: none"> <li>• You must complete the <i>PSO's Data Form for Generation Facility Registration</i>, meeting all the applicable technical requirements and attaching any required documents during submission.</li> <li>• The registration of your facility is subject to the <i>PSO</i> advising the <i>EMC</i> that such facility poses no threat to the <i>reliability</i> or <i>security</i> of the <i>PSO controlled system</i>.</li> </ul>
C	<b>Pay relevant market-related charges</b>	<p>You must pay to the <i>EMC</i> the <i>fixed market-related charge</i> applicable to your <i>generation facility</i> in accordance with the payment schedule published by the <i>EMC</i>.</p>
D	<b>Prepare and attach required documents</b>	<p>You must duly complete this application form in respect of your facility and provide all required supporting documents with your application, including the following:</p> <ul style="list-style-type: none"> <li>• A certified true copy of your duly executed <i>connection agreement</i> with the <i>transmission licensee</i> for your facility.</li> <li>• An original duly completed and executed Certificate and Undertaking (substantially in the form and terms prescribed in <b>Appendix A</b> of this application form) for your facility.</li> <li>• An original duly completed Data Form for Generation Facility Registration required by the <i>PSO</i> (as set out in <b>Appendix B</b> of this application form) for your facility.</li> <li>• Calculation of your estimated <i>fixed market-related charge</i> applicable to your facility.</li> </ul>
E	<b>Registration as a non-exporting embedded intermittent generation facility</b>	<p>Your facility will be registered as a <i>non-exporting embedded intermittent generation facility</i> if the <i>EMC</i> is satisfied that your facility meets all the requirements for such facility registration under the <i>market rules</i>, the applicable <i>market manuals</i> or the <i>system operation manual</i>. The <i>EMC</i> will notify you of the terms and conditions of the registration in an official notice to you. If your application is declined, the <i>EMC</i> will write to you stating the reasons.</p>

### How can I find more information?

In addition to this form and the *market rules*, you may obtain more information by contacting the *EMC* Market Administration Team by telephone +65 6779 3000. Alternatively, you may visit the *EMC* website at [www.emcsq.com](http://www.emcsq.com).

Please print clearly. Illegible writing or incomplete forms may delay the processing of your application.

## A. APPLICANT DETAILS

**Name of Applicant (in full):** \_\_\_\_\_

**Identification Number<sup>1</sup>:** \_\_\_\_\_

**Registered Address:** \_\_\_\_\_

## B. REGULATORY DETAILS

**1. Authorised activities relating to *electricity* under your *electricity licence(s)*:**

**Note:** You may check one or more of the following boxes indicating the type of activities authorised under your *electricity licence(s)*.

- ☐ *generate electricity*
- ☐ *retail electricity*
- ☐ *transmit electricity*
- ☐ *transmit electricity* for or on behalf of a *transmission licensee*
- ☐ *import electricity*
- ☐ *export electricity*
- ☐ *trade in wholesale electricity market*

*Electricity licence* number(s): \_\_\_\_\_

State activities exempted from licensing requirement: \_\_\_\_\_

Exemption order number(s): \_\_\_\_\_

**2. Derogation requested:** ☐ Yes ☐ No

**3. Wholesale Electricity *settlement account* (if any):**

\_\_\_\_\_

<sup>1</sup> This refers to the Applicant's ACRA registration number, Unique Entity Number or NRIC number, as the case may be.  
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 19 March 2018

### C. FACILITY DETAILS

4. Name of the facility: \_\_\_\_\_
5. Name of owner of the facility: \_\_\_\_\_
6. Location of the facility: \_\_\_\_\_  
\_\_\_\_\_
7. Name-plate rating of your facility (in MWac): \_\_\_\_\_
8. Is your facility an embedded *intermittent generation facility* (as referred to in section 5.1.9 of Chapter 2 of the *market rules*)? ☐ Yes ☐ No
9. Expected start date of registration: \_\_\_\_\_

### D. GENERATION FACILITY REGISTRATION (FOR SUBMISSION TO THE PSO)

Please complete the *PSO Data Form* for Generation Facility Registration which is described in **Appendix B** of this application form. All relevant sections in the form must be duly completed. The duly completed form must be sent to the *EMC* together with all supporting documentation.

### E. CHECKLIST OF SUPPORTING DOCUMENTS REQUIRED

You must attach the following documents to your application form:

- ☐ A certified true copy of your duly executed *connection agreement* with the *transmission licensee* for your facility.
- ☐ An original duly completed and executed Certificate and Undertaking (substantially in the form and terms prescribed in **Appendix A** of this application form) for your facility.
- ☐ An original duly completed Data Form for Generation Facility Registration required by the *PSO* (as set out in **Appendix B** of this application form) for your facility.
- ☐ Calculation of your estimated *fixed market-related charge* that is applicable to your facility.

=====

## F. COVENANT AND DECLARATION

We/I, the undersigned applicant, having read and fully understood the *market rules*, the terms of this application form, the applicable *market manuals*, the *system operation manual*, the *Electricity Act*, and any other applicable laws, codes, rules, procedures or policies that are relevant to or regulate the *wholesale electricity markets* (collectively the 'Regulations'), and/or having had the benefit of relevant independent advice, hereby apply to register our/my facility as a *non-exporting embedded intermittent generation facility* as stated in this application form.

We/I hereby agree to be bound by, and to comply with, all the Regulations which may be applicable to us/me, our/my registration application herein, our/my facility and our/my participation in the relevant *wholesale electricity markets*.

We/I further hereby declare that the information provided by us/me (or on our/my behalf) in or in connection with this registration application is true, complete and accurate and not misleading or omitting any material particular (to the best of our/my knowledge, information and belief after having carried out all necessary due diligence to determine the same) and hereby covenant to be subject to any sanctions, penalties or orders as may be imposed by the relevant authorities/parties under the Regulations, in the event that such information is found to be untrue, misleading or inaccurate in any material particular.

We/I hereby undertake to immediately notify the EMC of any change to any information provided in relation to our/my application for registration herein.

We/I further hereby covenant to be legally bound by the relevant dispute resolution provisions under the *market rules* and any applicable *market manual*, in the event that this registration application is denied and a dispute arises from such unsuccessful application.

We/I confirm and acknowledge that the information provided by us/me (or on our/my behalf) in or in connection with this registration application may need to be disclosed, communicated or exchanged by the EMC to or with other parties, including but not limited to the *Authority*, the *PSO* and a *market support services licensee*, as necessary, desirable or expedient for the purposes of processing this registration application under the Regulations and we/I hereby consent to such disclosure, communication or exchange.

Signed for and on behalf of \_\_\_\_\_ (Name of Applicant)

Signature: \_\_\_\_\_

Name of officer: \_\_\_\_\_

Position/designation: \_\_\_\_\_

Date: \_\_\_\_\_

## **G. EMC'S DISCLAIMER**

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Any modifications or amendments to this publication shall be made in accordance with the relevant provisions of the Singapore Electricity Market Rules.

## APPENDIX A

### SAMPLE CERTIFICATE AND UNDERTAKING [To be set out on the applicant's letterhead.]

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#### CERTIFICATE AND UNDERTAKING

To: **Energy Market Company Pte Ltd**  
(hereinafter referred to as the "**EMC**")

We/I, [■state name of applicant], refer to our/my Application Form for Registration of Non-Exporting Embedded Intermittent Generation Facility by a Market Participant dated [■state date] for the registration of [■identify the relevant *generation facility* here] ("the Facility") as a *non-exporting embedded intermittent generation facility* under the *market rules* and the applicable *market manuals* of the *EMC* ("the Application").

Pursuant to the Application, we/I hereby confirm, certify and undertake to the *EMC* (with a view to the *EMC* relying upon our/my confirmations, certifications and undertakings herein in considering our/my Application) that:

- 1) we/I have (and we/I will continue to have through to, on and from the registration of the Facility by the *EMC*) operational control and authority over the Facility for the purposes of the *market rules*;
- 2) all our/my facilities and equipment to which the Application relates meet all applicable technical requirements under the *market rules*, the applicable *market manuals* and the *system operation manual*;
- 3) we/I have adequate qualified personnel and organisational and other arrangements that are sufficient to enable us/me to perform all of our/my functions and obligations applicable to us/me as *market participants* under the *market rules*, the applicable *market manuals* and the *system operation manual*, including reliable services during normal and emergency situations, in respect of our/my participation in the *wholesale electricity market*;
- 4) we/I understand that we/I will not receive any payment for any *electricity* injected into the *transmission system* from the Facility; and
- 5) the Facility is an embedded *intermittent generation facility* (as referred to in section 5.1.9 of Chapter 2 of the *market rules*) with name-plate rating of less than 10 MW.

We further undertake to immediately notify the *EMC* if any of our above confirmations, certifications or undertakings ceases to be true, accurate or complete in any respect, or if we cease to be in full compliance with all of our above undertakings.

Our/my confirmations, certifications and undertakings herein shall be governed by and construed in accordance with the laws of the Republic of Singapore. Save as otherwise herein defined, all italicised expressions used herein shall have the same meanings as respectively ascribed to them in the Singapore Electricity Market Rules of the *EMC*.

Signed for and on behalf of \_\_\_\_\_  
(Name of Applicant)

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Date: \_\_\_\_\_



## APPENDIX B

### Power System Operator (PSO) Data Form for Generation Facility Registration

- The facility registration form is available for download from the EMA website at [www.ema.gov.sg/NEMS\\_Activities.aspx](http://www.ema.gov.sg/NEMS_Activities.aspx). Please use the *Facility Registration Form for Intermittent Generation Facility*.
- Please note that the form may be amended, updated or replaced from time to time and you should ensure that you obtain and use the most up-to-date version available at the time of your application.

# **Application form** **for** **Registration of Import** **Registered Facility by an** **Importer Licensee**

**including explanatory notes**

**IMPORTANT: Please read this carefully before completing this form. Italicised words and expressions used herein (but not otherwise defined herein) shall have the same meanings respectively ascribed to them in the Singapore Electricity Market Rules.**

**Why do you need to complete this form?**

Under the *market rules*, if you are not a *market support services licensee*, you are **not permitted** to participate in the *real-time markets* or to cause or permit any *physical service* to be conveyed into, through or out of the *transmission system* unless you have been registered by the EMC as a *market participant*, and your facility to or from which the *physical service* is to be so conveyed has been registered by the EMC as a *registered facility*, a *commissioning generation facility*, a *generation settlement facility* or a *non-exporting embedded intermittent generation facility* in accordance with the *market rules*.

The EMC is licensed by the Energy Market Authority (the “*Authority*”) to operate the *wholesale electricity markets* (to which the *real-time markets* form a part) in Singapore. One of the EMC’s responsibilities is to manage the registration of facilities in the *wholesale electricity markets*. You must complete and submit this form to apply to have a facility, installation and/or apparatus registered by the EMC, if you wish to cause or permit *energy* to be conveyed into, through or out of the *transmission system* from any facility, installation and/or apparatus used for, or for purposes connected with, the production of *electricity* for *import* into the *transmission system*, or the *import of electricity*.

**Why did EMC develop this form?**

The EMC has developed this form for applicants to apply for the relevant facility registration described in the *market rules*. You should read the relevant sections of the *market rules* prior to completing this form. Please also read the EMC’s disclaimer at the end of this form.

**Who is eligible to apply for registration?**

You should apply for the registration of an *import registered facility* if you intend to participate in the *real-time markets* and cause or permit *energy* to be conveyed into, through or out of the *transmission system* from any facility, installation and/or apparatus (“**Facility**”) used for, or for purposes connected with, the production of *electricity* for *import* into the *transmission system*, or the *import of electricity*.

You must obtain an *electricity licence* for the *import of electricity* and be registered as a *market participant* before you are eligible to apply for registration of an *import registered facility*.

However, if you are only granted *conditional registration* as a *market participant*, you may also apply for registration of your Facility, but your Facility will not be registered unless you become registered as a *market participant* within the relevant conditional registration deadline.

This application form is to be used for the application for registration of an *import registered facility* only. If you wish to register a facility as any other type of *registered facility*, or a *commissioning generation facility* or *non-exporting embedded intermittent generation facility*, please use the appropriate application form for such type of facility.

**When will you know the outcome of your application?**

The EMC will notify you in writing of the outcome within 30 *business days* of the EMC being satisfied that your application meets all the requirements for facility registration under the *market rules*, the applicable *market manuals* and the *system operation manual*. If your application is declined, the notification will identify why this was the case. A duly and accurately completed form will expedite the EMC’s processing of your application.

**Is there an application fee for your application to register your Facility as an import registered facility?**

There is no application fee payable for your application.

## Summary of registration requirements for an import registered facility

The key requirements in the process for the registration of an *import registered facility* are outlined in the table below:

<u>A</u>	<u>Meet the EMC's requirements</u>	<p><u>You must ensure that</u></p> <ul style="list-style-type: none"> <li><u>your Facility meets all applicable technical requirements set forth in the <i>market rules</i>, any applicable <i>market manuals</i> or the <i>system operation manual</i>; and</u></li> <li><u>you are able to perform all the functions and obligations applicable to you under the <i>market rules</i>, the <i>market manuals</i> or the <i>system operation manual</i>.</u></li> </ul> <p><u>You cannot change your designated <i>dispatch coordinator</i> for your <i>registered facility</i> without the prior approval of the EMC.</u></p>
<u>B</u>	<u>Meet the PSO's requirements</u>	<ul style="list-style-type: none"> <li><u>You must complete the PSO's Data Form for Import Registered Facility Registration, meeting all the applicable technical requirements and attaching any required documents during submission.</u></li> <li><u>The registration of your Facility is subject to the PSO advising the EMC that such facility, installation and/or apparatus poses no threat to the <i>reliability</i> or <i>security</i> of the PSO controlled system.</u></li> </ul>
<u>D</u>	<u>Prepare and attach required documents</u>	<p><u>You must duly complete this application form in respect of your Facility and provide all required supporting documents with your application, including the following:</u></p> <ul style="list-style-type: none"> <li><u>A certified true copy of your <i>Electricity Licence</i> for <i>Electricity Importer Licensee</i></u></li> <li><u>A certified true copy of your duly executed importer <i>connection agreement</i> with the <i>transmission licensee</i>.</u></li> <li><u>A certified true copy of your duly executed Importer Facility Operating Agreement with the PSO.</u></li> <li><u>An original duly completed and executed Certificate and Undertaking (substantially in the form and terms prescribed in <b>Appendix B</b> of this application form) for your facility.</u></li> <li><u>An original duly completed Data Form for Import Registered Facility Registration required by the PSO (as described in <b>Appendix C</b> of this application form) for your facility.</u></li> </ul>
<u>E</u>	<u>Standing Offer Data</u>	<u>You must comply with section D below.</u>
<u>F</u>	<u>Registration as an import registered facility</u>	<u>Your Facility will be registered as an <i>import registered facility</i> if the EMC is satisfied that your Facility meets all the requirements for such facility registration under the <i>market rules</i>, the applicable <i>market manuals</i> or the <i>system operation manual</i>. The EMC will notify you of the terms and conditions of the registration in an official notice to you. If your application is declined, the EMC will write to you stating the reasons.</u>

### How can you obtain more information?

In addition to this form and the *market rules*, you may obtain more information by contacting the *EMC* Market Administration Team by telephone at +65 6779 3000. Alternatively, you may visit the *EMC*'s website at [www.emcsg.com](http://www.emcsg.com).

Please print clearly. Illegible writing or incomplete forms may delay the processing of your application.

#### **A. APPLICANT DETAILS**

**Name of Applicant (in full):** \_\_\_\_\_

**Identification Number<sup>1</sup>:** \_\_\_\_\_

**Registered Address:** \_\_\_\_\_

#### **B. REGULATORY DETAILS**

**1. Authorised activities relating to electricity under your electricity licence(s):**

**Note:** You must be authorized to *import electricity* and trade in the *wholesale electricity market* under your *electricity licence(s)* in order to apply for the registration of an *import registered facility*

Electricity licence number(s): \_\_\_\_\_

**2. Derogation requested:** ☐ Yes ☐ No

**3. Wholesale Electricity settlement account:** \_\_\_\_\_

<sup>1</sup> This refers to the Applicant's ACRA registration number, Unique Entity Number or NRIC number, as the case may be.

### C. FACILITY DETAILS

4. Name of the Facility:

---

5. Identifier of the intertie and the interconnected system:

---



---

6. Energy source(s) and its source location(s):

---

(Please also complete **Appendix A** of this application form.)

7. Dispatch coordinator for the Facility:

---

8. Contacts of the *dispatch coordinator* for the Facility:

	<u>Main Contact</u>	<u>Alternate contact</u>
<u>Full Name &amp; Designation</u>		
<u>Business Contact Nos.</u>		
<u>Business Email Address</u>		
<u>Business Hand phone Nos.</u>		
<u>Business Fax Nos.</u>		

9. Physical service intended to be provided from the Facility:

☐ Energy

---

10. Minimum scheduled quantity of *energy* established by the *Authority* (if any):

---

### D. STANDING OFFER DATA

Please provide a *standing offer* for each *physical service* to be provided from your Facility. Each such *standing offer* must be submitted to the EMC in the data format required by and in accordance with the EMC's Market Operations Market Manual on Standing Offers, Standing Bids, Offer Variations, Bid Variations and Standing Capability Data (Chapter 6 Market Rules).

**E. IMPORT REGISTERED FACILITY REGISTRATION**  
**\_\_\_\_\_ (FOR SUBMISSION TO THE PSO)**

Please complete the *PSO* Data Form for Import Registered Facility Registration which is described in **Appendix C** of this application form. All relevant sections in the form must be duly completed. The duly completed form must be sent to the *EMC* together with all supporting documentation.



## **F. CHECKLIST OF SUPPORTING DOCUMENTS REQUIRED**

You must attach the following documents to your application form:

- ☐ A certified true copy of your *Electricity Licence* for *Electricity Importer Licensee*
- ☐ A certified true copy of your duly executed importer *connection agreement* with the *transmission licensee*.
- ☐ A certified true copy of your duly executed Importer Facility Operating Agreement with the *PSO*.
- ☐ An original duly completed and executed Certificate and Undertaking (substantially in the form and terms prescribed in **Appendix B** of this application form) for your Facility.
- ☐ An original duly completed Data Form for Import Registered Facility Registration required by the *PSO* (as described in **Appendix C** of this application form) for your Facility.
- ☐ A duly completed NEMS Systems User Account and IP Address Administration Form (as may be prescribed by the EMC), confirming that the system operator of the *interconnected system* is authorized to access the schedule of the *import registered facility*.

=====

### **FOR EMC OFFICIAL USE**

1. Assigned MNN number(s): \_\_\_\_\_

## **G. COVENANT AND DECLARATION**

We/I, the undersigned applicant, having read and fully understood the *market rules*, the terms of this application form, the applicable *market manuals*, the *system operation manual*, the *Electricity Act*, and any other applicable laws, codes, rules, procedures or policies that are relevant to or regulate the *wholesale electricity markets* (collectively the 'Regulations'), and/or having had the benefit of relevant independent advice, hereby apply to register our/my facility, installation and/or apparatus as an *import registered facility* as stated in this application form.

We/I hereby agree to be bound by, and to comply with, all the Regulations which may be applicable to us/me, our/my registration application herein, our/my facility, installation and/or apparatus and our/my participation in the relevant *wholesale electricity markets*.

We/I further hereby declare that the information provided by us/me (or on our/my behalf) in or in connection with this registration application is true, complete and accurate and not misleading or omitting any material particular (to the best of our/my knowledge, information and belief after having carried out all necessary due diligence to determine the same) and hereby covenant to be subject to any sanctions, penalties or orders as may be imposed by the relevant authorities/parties under the Regulations, in the event that such information is found to be untrue, misleading or inaccurate in any material particular.

We/I hereby undertake to immediately notify the *EMC* of any change to any information provided in relation to our/my application for registration herein.

We/I further hereby covenant to be legally bound by the relevant dispute resolution provisions under the *market rules* and any applicable *market manual*, in the event that this registration application is denied and a dispute arises from such unsuccessful application.

We/I confirm and acknowledge that the information provided by us/me (or on our/my behalf) in or in connection with this registration application may need to be disclosed, communicated or exchanged by the *EMC* to or with other parties, including but not limited to the *Authority*, the *PSO* and a *market support services licensee*, as necessary, desirable or expedient for the purposes of processing this registration application under the Regulations and we/I hereby consent to such disclosure, communication or exchange.

Signed for and on behalf of: \_\_\_\_\_  
(Name of Applicant)

Signature: \_\_\_\_\_

Name of officer: \_\_\_\_\_

Position/designation: \_\_\_\_\_

Date: \_\_\_\_\_

#### **H. EMC'S DISCLAIMER**

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Any modifications or amendments to this publication shall be made in accordance with the relevant provisions of the Singapore Electricity Market Rules.

Appendix A: Import Registered Facility Details

<u>S/No</u>	<u>Energy Source</u>	<u>Type of Energy Source</u>	<u>Source Location</u>	<u>Capacity</u>
<u>1</u>				
<u>2</u>				
<u>3</u>				
<u>4</u>				



## Appendix C

### Power System Operator (PSO) Data Form for Import Registered Facility Registration

- The facility registration form is available for download from the EMA's website at [www.ema.gov.sg/NEMS\\_Activities.aspx](http://www.ema.gov.sg/NEMS_Activities.aspx).
- Please note that the form may be amended, updated or replaced from time to time and you should ensure that you obtain and use the most up-to-date version available at the above website at the time of your application.