

# Information Document

## Energy Trading System Pool Participant Manual: Submissions

### ID #2013-001R



Information documents are not authoritative. Information documents are for information purposes only and are intended to provide guidance. In the event of any discrepancy between the information document and any authoritative document<sup>1</sup> in effect, the authoritative document governs.

## 1 Purpose

This information document relates to the following authoritative documents:

- Section 201.4 of the ISO rules, *Submission Methods and Coordination of Submissions* (“Section 201.4”);
- Section 202.4 of the ISO rules, *Managing Long Lead Time Assets* (“Section 202.4”);
- Section 203.1 of the ISO rules, *Offers and Bids for Energy* (“Section 203.1”);
- Section 203.3 of the ISO rules, *Energy Restatements* (“Section 203.3”);
- Section 204.1 of the ISO rules, *Offers for Dispatch Down Service* (“Section 204.1”);
- Section 204.3 of the ISO rules, *Dispatch Down Service Restatements* (“Section 204.3”);
- Section 306.5 of the ISO rules, *Source Asset Outage Reporting and Coordination* (“Section 306.5”); and
- Section 306.7 *Mothball Outage Reporting* (“Section 306.7”).

The purpose of this information document is to provide pool participants with the AESO submission procedures pursuant to subsection 2(1) of Section 201.4. This information document is likely of most interest to pool participants that use the Energy Trading System to submit information to the AESO.

## 2 Background

The Energy Trading System submission procedures are outlined in the Energy Trading System manual, included in this information document as Appendix 1. This information document is for general information purposes only; it is based upon information which is subject to change. While the AESO endeavours to keep this manual up-to-date, the AESO assumes no obligation to do so or to notify any party of any changes, updates or new versions of this manual. Under no circumstances is the AESO, its members, officers, employees, contractors or agents, or any of their respective affiliates, liable for any errors or omissions in, or any losses, damages or claims whatsoever, whether in contract, tort or otherwise, arising from use of or reliance upon, this manual or any information contained herein. Parties using or relying on this manual do so solely at their own risk, and all information contained in this manual should be independently verified.

## Appendices

*Appendix 1 – Energy Trading System Pool Participant Manual: Submissions*

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<sup>1</sup> “Authoritative document” is the general name given by the AESO to categories of documents made by the AESO under the authority of the Electric Utilities Act and associated regulations, and that contain binding legal requirements for either market participants of the AESO, or both. Authoritative documents include: the ISO rules, the Alberta reliability standards, and the ISO tariff.

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#### Revision History

Posting Date	Description of Changes
2024-11-05	Amended to clarify process for energy submission, restatement, and outage scheduling procedures. Referenced new CADG terms related to asset constraints in subsection 12.  Administrative amendments.
2024-04-25	Amended to support ETS platform changes in response to the new ISO Energy Storage Rules and the addition of the term partially controllable assets to the AESO's <i>Consolidated Authoritative Document Glossary</i> . The changes primarily consist of updating images to show fields for submitting variable energy resource capability.
2023-06-28	Amended to include Mothball Outages to subsection 7, in accordance to ISO Rule 306.7.  Administrative amendments made throughout document to reduce red-tape, fix typographical errors, clarify language, and align document with current AESO drafting principles.  Please note that these amendments take effect on June 28, 2023.
2021-03-29	Amended subsection 8.2 of Appendix 1 to provide clarity regarding minimum stable generation restatements.  Amended subsection 15.1 of Appendix 1 to provide clarity regarding returning long lead-time assets from an offline state.  Added section 16 of Appendix 1 to provide information on managing operating reserve and energy market offers.  Administrative amendments made throughout document to reduce red-tape, fix typographical errors, clarify language, and align document with current AESO drafting principles. <i>(this 'Description of Changes' cell was updated April 1, 2021)</i>
2020-03-19	Amended the note in subsection 16.1 to provide clarity regarding the submission of Start Time for long-lead time energy.
2019-11-14	Amended to support updated ETS platform. Included new reason field in Section 13. Revised to provide clarity in Sections 6.1 and 16 and administrative amendments.

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2016-01-26	Amended to include process to designate a default offer control party in the ETS Amended to include Internet 9 as a supported platform Removed reference to planned outages, testing or commissioning of the pool asset, or any changes within plus or minus five MW in section 8 Administrative updates
2013-01-08	Initial release.

Appendix 1 – Energy Trading System Pool Participant Manual: Submissions

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## 1 System Requirements and Digital Certificates

The supported platform for the Energy Trading System is Microsoft Edge.

Certain communication with the AESO is handled through the internet, including the process to submit bids and offers, register or accept net settlement instructions, and retrieve statements. To ensure that the internet-based communication between pool participants and the AESO is secure, pool participants cannot receive access to the Energy Trading System without purchasing a digital certificate.

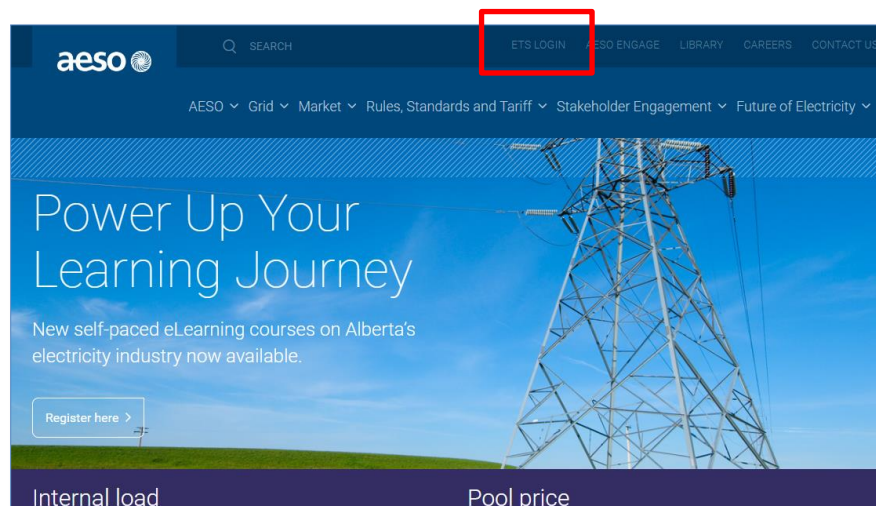
## 2 Contact Information

For information on accessing the Energy Trading System, you may contact [info@aeso.ca](mailto:info@aeso.ca).

## 3 Create a New Energy Submission from Scratch

### 3.1 Navigate to the Submission Screen

- (a) Through the [AESO website](#), log on to the system by clicking on the [ETS Login] icon on the top right corner of the screen.



- (b) Select the desired digital certificate and click on the [OK] button.

- (c) Select the ETS menu.

**Note:** The left side of the screen populates with links to which the pool participant has access.

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Welcome Training1 TRAINING ABCE Training1 of ABC Electric Ltd.

Version: 11.9.0.84

**AIES Event Log**  
Click here for information about Energy Emergency Alerts  
[Date/Time] [Comments]

**Supply Surplus Report**  
There is no data retrieved.  
[Date (HE)] [Status]

**System Marginal Price**  
Projected Pool Price for Hour Ending 16 is \$0.00 as of 15:51.  
[Date (HE)] [Time] [Price (\$)] [Volume (MW)]

**Estimated Cost of Constraint Report**

Date (HE)	Estimated Cost (\$)	Estimated TCR Charge (\$/MWh)	Location of Constraints
04/20/2023 16	-	-	-
04/20/2023 15	0.00	0.00	-
04/20/2023 14	0.00	0.00	-
04/20/2023 13	0.00	0.00	-
04/20/2023 12	0.00	0.00	-

**DDS Market Report**  
[Date/Time] [Available DDS (MW)]

**Pool Price**  
There is no data retrieved.  
[Date (HE)] [Price (\$)] [30Ravg (\$)] [AIL Demand (MW)]

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### 3.2 Create a New Energy Submission

(a) Under the ETS menu, select [Submission] tab.

**Note:** The screen opens to the [Submission Information] tab by default.

(b) Click on the [Energy Submission] tab.

Submission Information | **Energy Submission** | Ancillary Service | DDS Submission | Maintenance | Constraints | Outage Scheduling | Offer Control Maintenance

**Start**

1. Select Submission Type:  
New Submission

2. Select Submission Action:  
Create New from Scratch

3. Select Dispatch Date:  
04/08/2023

4. Choose Asset Type:  
 Sink  Source

Next

(c) From the [Select Submission Type] list box, choose [New Submission] from the list.

(d) From the [Select Submission Action] list box, choose Create [New from Scratch] from the list.

**Note:** From the [Select Submission Action] list, the user has the following options. The [Create New from Scratch] option provides a blank submission screen while the [Create New from Existing] and [Edit Existing] options provide pre-filled data on the submission screen to facilitate quicker data submission. The [Create New from Existing] option allows the user to replicate offer structure data from another date, whereas the [Edit Existing] option allows the user to edit previously submitted data of the same date.

(e) From the [Select Dispatch Date] list box, choose a date.

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**Note:** The dispatch date defaults to the next effective submission date. The next 7 days are accessible to create new from scratch, create new from existing and edit existing for energy submissions. These 7 days are deemed the forecast scheduling period.

- (f) Under [Choose Asset Type], click on the [Sink] or [Source] radio button. Click the [Next] button.
- (g) From the [Select Asset] list box, choose the desired pool asset.

**Note:** The [Data Entry] tab screen displays the submission filler to the left and the submission entry grid is enabled when all fields are empty. Pool participants may optionally use the filler to enter its price and real power output offer, and then select offer control parties<sup>2</sup>, available capability, minimum stable generation, and acceptable operational reason.

<sup>2</sup> See section 15 of this Appendix to determine how to identify one or more offer control party.



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Start Result **Data Entry**

Enter New Submission for ABC Electric Ltd., AB1 T

Begin (hour ending): 01  
End (hour ending): 24

6. Enter Pricing Block 0  
Price(\$):  
Amount(MW):

Offer Control Parties linked to this Asset:  
No Offer Control Parties are linked.  
Please use the Offer Control Maintenance tab to map Offer Control Parties to this asset.  
Fill Price & MW and/or Offer Control  
Clear Offer Control

7. Enter Availability  
AC(MW):  
MSG(MW):  
VER(MW):  
Reason:  
Fill AC/MSG/VER

	Block 0 <input checked="" type="checkbox"/>		Offer Control		Block 1 <input checked="" type="checkbox"/>		Offer Control		Block 2 <input checked="" type="checkbox"/>		Offer Control		Block 3 <input checked="" type="checkbox"/>		Offer Control		Block 4 <input checked="" type="checkbox"/>	
	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW
01	0.0	0																
02	0.0	0																
03	0.0	0																
04	0.0	0																
05	0.0	0																
06	0.0	0																
07	0.0	0																
08	0.0	0																
09	0.0	0																
10	0.0	0																
11	0.0	0																
12	0.0	0																
13	0.0	0																
14	0.0	0																
15	0.0	0																
16	0.0	0																
17	0.0	0																
18	0.0	0																
19	0.0	0																
20	0.0	0																
21	0.0	0																
22	0.0	0																
23	0.0	0																
24	0.0	0																

Standing Submission  Yes  No    Maximum Capability(MW) 387

Submit    Clear All    Reset

**Note:** If the asset is a partially controllable (hybrid), the [Data Entry] tab screen will also display the submission filler for Variable Energy Resources (VER).

**Offer Control Parties linked to this Asset:**

No Offer Control Parties are linked.  
Please use the Offer Control Maintenance tab to map Offer Control Parties to this asset.

Fill Price & MW and/or Offer Control  
Clear Offer Control

**Note:** The user will see the above message if there are no offer control parties linked to the asset. The user must map offer control parties to the asset before an offer control party will be available for selection in the filler area. Offer control parties are linked using the [Offer Control Maintenance] tab.

### 3.3 Link Offer Control and Default Offer Control Parties to Asset

- (a) Click on the [Offer Control Maintenance] tab and select the asset using the adjacent checkboxes. All active offer control parties are listed and are not specific to any one company.

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Submission Information | Energy Submission | Ancillary Service | DDS Submission | Maintenance | Constraints | Outage Scheduling | Offer Control Maintenance

Result | DataEntry

Edit Asset to Offer Control Parties for AB1 Training Asset (AB1)

Offer Control Parties				Offer Control Parties assigned to the Asset				
Select	ID	Status	Legal Name	Select	ID	Status	Legal Name	Default
<input type="checkbox"/>	ABCD	ACTIVE	ABC Power Ltd.					
<input type="checkbox"/>	ABCE	ACTIVE	ABC Electric Ltd.					
<input type="checkbox"/>	ABUS	ACTIVE	Active Business Services					
<input type="checkbox"/>	ACE	ACTIVE	Alberta Cooperative Energy					
<input type="checkbox"/>	ACEY	ACTIVE	Alberta Cooperative Energy					
<input type="checkbox"/>	ACRL	ACTIVE	Canadian Natural Resources Limited					
<input type="checkbox"/>	ADM	ACTIVE	ADM Agri-Industries Company					
<input type="checkbox"/>	AECO	ACTIVE	AECO Gas Storage Partnership					
<input type="checkbox"/>	AKMK	ACTIVE	Akamihk Energy Inc.					
<input type="checkbox"/>	ALC	ACTIVE	Air Liquide Canada Inc.					
<input type="checkbox"/>	ALP	ACTIVE	AltaGas Ltd.					
<input type="checkbox"/>	ALPL	ACTIVE	Alberta Power (2000) Ltd.					
<input type="checkbox"/>	ALPT	ACTIVE	Alberta Power (2000) Ltd.					
<input type="checkbox"/>	ANC	ACTIVE	Alberta Newsprint Company					
<input type="checkbox"/>	ANCP	ACTIVE	ANC Power Inc.					
<input type="checkbox"/>	APC	ACTIVE	Heartland Generation Ltd.					
<input type="checkbox"/>	APF	ACTIVE	Alberta Pacific Forest Industries					
<input type="checkbox"/>	APL	ACTIVE	ATCO Electric Ltd.					
<input type="checkbox"/>	APNC	ACTIVE	Heartland Generation Ltd. (J.V. with Nova)					
<input type="checkbox"/>	APSL	ACTIVE	Heartland Generation Ltd. - Seaford					

Submit Reset

- (b) Select one or more offer control party from the [Offer Control Parties] list and use the arrows to remove and add an offer control party, as applicable. The offer control parties listed have been active in the last 30 days.
- (c) Select the [Submit] button. The Offer Control Party or Parties are now mapped to the asset.

**Note:** Offer control parties are to be linked to specific assets, including import and export assets, prior to inputting energy submissions, dispatch down service submissions or historical offer control party submissions in the Energy Trading System.

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Submission Information | Energy Submission | Ancillary Service | DDS Submission | Maintenance | Constraints | Outage Scheduling | Offer Control Maintenance

Result | DataEntry

Edit Asset to Offer Control Parties for AB1 Training Asset (AB1)

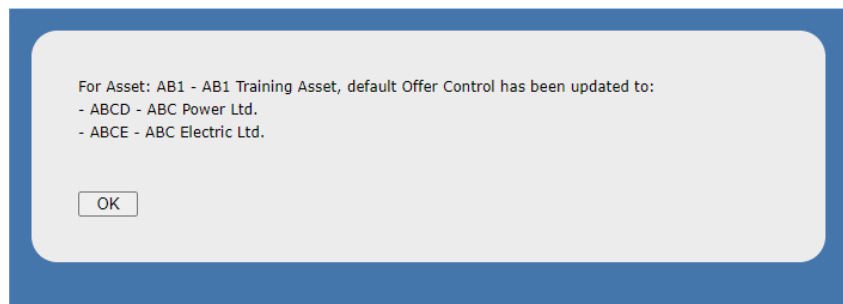
Offer Control Parties				Offer Control Parties assigned to the Asset				
Select	ID	Status	Legal Name	Select	ID	Status	Legal Name	Default
<input type="checkbox"/>	ABUS	ACTIVE	Active Business Services	<input type="checkbox"/>	ABCD	ACTIVE	ABC Power Ltd.	<input type="checkbox"/>
<input type="checkbox"/>	ACE	ACTIVE	Alberta Cooperative Energy	<input type="checkbox"/>	ABCE	ACTIVE	ABC Electric Ltd.	<input type="checkbox"/>
<input type="checkbox"/>	ACEY	ACTIVE	Alberta Cooperative Energy					
<input type="checkbox"/>	ACRL	ACTIVE	Canadian Natural Resources Limited					
<input type="checkbox"/>	ADM	ACTIVE	ADM Agri-Industries Company					
<input type="checkbox"/>	AECO	ACTIVE	AECO Gas Storage Partnership					
<input type="checkbox"/>	AKMK	ACTIVE	Akamihk Energy Inc.					
<input type="checkbox"/>	ALC	ACTIVE	Air Liquide Canada Inc.					
<input type="checkbox"/>	ALP	ACTIVE	AltaGas Ltd.					
<input type="checkbox"/>	ALPL	ACTIVE	Alberta Power (2000) Ltd.					
<input type="checkbox"/>	ALPT	ACTIVE	Alberta Power (2000) Ltd.					
<input type="checkbox"/>	ANC	ACTIVE	Alberta Newsprint Company					
<input type="checkbox"/>	ANCP	ACTIVE	ANC Power Inc.					
<input type="checkbox"/>	APC	ACTIVE	Heartland Generation Ltd.					
<input type="checkbox"/>	APF	ACTIVE	Alberta Pacific Forest Industries					
<input type="checkbox"/>	APL	ACTIVE	ATCO Electric Ltd.					
<input type="checkbox"/>	APNC	ACTIVE	Heartland Generation Ltd. (J.V. with Nova)					
<input type="checkbox"/>	APSU	ACTIVE	Heartland Generation Ltd. Scotford Upgrader					
<input type="checkbox"/>	APTN	ACTIVE	ATCO Power (2010) Ltd.					

Submit Reset

(d) A pool participant may also optionally select one or more of the linked offer control parties selected, using procedure described in subsection 2.3(c) of this appendix, to be designated as default offer control parties for energy submissions and dispatch down service submissions.

This is done by: checking the [Default] checkbox beside each linked offer control party that is to be designated as a default Offer Control Party; and selecting the [Submit] button.

Submission applies all default offer control party designations.



**Note:** If any default Offer Control Party is designated, the Energy Trading System will apply the default Offer Control Party to future energy submissions and dispatch down service submissions where no offer control party is specified in the Energy Trading System submission or restatement. The default offer control party will not

be applied to any offer for which the offer control party has already been specified at the time of submission.

**Note:** The application of a default offer control party at the time of submission will be evident from the Energy Trading System submission acknowledgement window.

**Note:** The designation of default offer control parties does not add offer control parties to any current submissions that are missing offer control, nor does it add offer control parties to historical submissions. Details on updating historical offer control can be found in Section 6 of this appendix.

**Note:** The default offer control party will not be applied to offers for operating reserve as there is a separate process in the Energy Trading System for making this specification. See the Ancillary Services Restatements and Substitutions manual which can be found on the AESO website using the following path: [www.aeso.ca](http://www.aeso.ca) > Market > Market Participation > System Tools > Energy Trading System (ETS) > ETS manuals.

### 3.4 Enter the Submission Data for each Applicable Operating Block

- (a) Click on [Energy Submission] tab.
- (b) From the [Select Submission Type] list box, choose [New Submission] from the list.
- (c) Under [Select Submission Action], choose [Create New from Scratch] from the list.
- (d) Under [Select Dispatch Date], choose a date.
- (e) Under [Choose Asset Type], click on the [Sink] or [Source] radio button. Click the [Next] button.

**Note:** In the example below, the asset is a source asset.

- (f) From the [Select Asset] list box, choose the desired pool asset.
- (g) From [Begin and End (hour ending)] list boxes on the [Filler] tab, choose the desired begin and end time for the desired operating block.

**Note:** Hour ending 01 and 24 are the default begin and end times.

- (h) From the [Enter Pricing] section on the [Filler] tab, choose an operating block number.

**Note:** [Block 0] is the initial default operating block number. In this example Block 0.

- (i) Enter pricing under [Price (\$)]. Press the [Tab] key to move to the next field. In the [Amount (MW)] field, enter an energy quantity, referred to as MW amount.

**Note:** MW amounts must be entered in whole numbers, while prices can have up to 2 decimal places.

- (j) Select offer control party using the checkboxes under [Offer Control Parties linked to this Asset], then select the [Fill Price & MW and/or Offer Control] button.

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Enter New Submission for ABC Electric Ltd., AB

Begin (hour ending): 01  
End (hour ending): 24

6. Enter Pricing Block 1

Price(\$):  
Amount(MW):

Offer Control Parties linked to this Asset:

Select	ID	Legal Name
<input type="checkbox"/>	ABCE	ABC Electric Ltd.
<input type="checkbox"/>	ABCD	ABC Power Ltd.

Fill Price & MW and/or Offer Control  
Clear Offer Control

7. Enter Availability

AC(MW):  
MSG(MW):  
Reason:

Fill AC/MSG

	Block 0		Block 1		Block 2		Flex Block - Check box to turn on			
	\$/Mwh	MW	\$/Mwh	MW	\$/Mwh	MW	Offer Control	Block 3	Offer Control	Block 4
01	0	100	ABCE							
02	0	100	ABCE							
03	0	100	ABCE							
04	0	100	ABCE							
05	0	100	ABCE							
06	0	100	ABCE							
07	0	100	ABCE							
08	0	100	ABCE							
09	0	100	ABCE							
10	0	100	ABCE							
11	0	100	ABCE							
12	0	100	ABCE							
13	0	100	ABCE							
14	0	100	ABCE							
15	0	100	ABCE							
16	0	100	ABCE							
17	0	100	ABCE							
18	0	100	ABCE							
19	0	100	ABCE							
20	0	100	ABCE							
21	0	100	ABCE							
22	0	100	ABCE							
23	0	100	ABCE							
24	0	100	ABCE							

Standing Submission  Yes  No      Maximum Capability(MW) 387

Submit      Clear All      Reset

(k) If required, repeat steps a) through j) above until the desired operating blocks are completed.

**Note:** Using the [Fill Price & MW and/or Offer Control] button will automatically advance the filler to the next block.

(l) Enter the available capability in the [AC (MW)] field.

(m) Enter the minimum stable generation in the [MSG (MW)] field.

(n) For partially controllable (hybrid) assets only, enter the variable energy resource in the [VER (MW)] field.

(o) Enter the reason in the [Reason] field. Select the [Fill AC/MSG] button.

**Note:** To add data individually to each cell, click on the cell and add the data. Remember to exit that cell before exiting the screen, or the data from that cell will not be added.

**Note:** When utilizing multiple operating block offers, the price value is to be greater than the price in the previous operating block. The MW amount is to be equal to or greater than the previous MW amount operating block offer.

**Note:** The pool asset's available capability must be equal to the maximum capability unless the pool participant has submitted an acceptable operational reason. The maximum capability is displayed below the entry grid.

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The final operating block of the offer must equal the maximum capability of the pool asset.

The following is a one-block example where the maximum capability of the asset is 387 MW.

Enter New Submission for ABC Electric Ltd., AB1

Begin (hour ending): 01  
End (hour ending): 24

6. Enter Pricing  
Block 1  
Price(\$):  
Amount(MW):

Offer Control Parties linked to this Asset:

Select	ID	Legal Name
<input type="checkbox"/>	ABCE	ABC Electric Ltd.
<input type="checkbox"/>	ABCD	ABC Power Ltd.

Fill Price & MW and/or Offer Control  
Clear Offer Control

7. Enter Availability  
AC(MW):  
MSG(MW):  
Reason:  
Fill AC/MSG

	Block 0		Block 1		Block 2		Flex Block - Check box to turn on		Block 3		Block 4	
	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	Offer Control	Offer Control	Offer Control	Offer Control	Offer Control	Offer Control
01	0	387	ABCE									
02	0	387	ABCE									
03	0	387	ABCE									
04	0	387	ABCE									
05	0	387	ABCE									
06	0	387	ABCE									
07	0	387	ABCE									
08	0	387	ABCE									
09	0	387	ABCE									
10	0	387	ABCE									
11	0	387	ABCE									
12	0	387	ABCE									
13	0	387	ABCE									
14	0	387	ABCE									
15	0	387	ABCE									
16	0	387	ABCE									
17	0	387	ABCE									
18	0	387	ABCE									
19	0	387	ABCE									
20	0	387	ABCE									
21	0	387	ABCE									
22	0	387	ABCE									
23	0	387	ABCE									
24	0	387	ABCE									

Standing Submission  Yes  No  
Maximum Capability(MW) 387

# Information Document

## Energy Trading System Pool Participant Manual: Submissions

### ID #2013-001R



The following is a multiple-block example where the maximum capability of the asset is 387 MW.

Enter New Submission for ABC Electric Ltd., AB1

Begin (hour ending): 01  
End (hour ending): 24

6. Enter Pricing Block 3

Price(\$):  
Amount(MW):

Offer Control Parties linked to this Asset:

Select	ID	Legal Name
<input type="checkbox"/>	ABCE	ABC Electric Ltd.
<input type="checkbox"/>	ABCD	ABC Power Ltd.

Fill Price & MW and/or Offer Control  
Clear Offer Control

7. Enter Availability  
AC(MW):  
MSG(MW):  
Reason:  
Fill AC/MSG

	Block 0		Block 1		Block 2		Block 3		Block 4	
	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW
01	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE	
02	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE	
03	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE	
04	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE	
05	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE	
06	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE	
07	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE	
08	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE	
09	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE	
10	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE	
11	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE	
12	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE	
13	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE	
14	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE	
15	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE	
16	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE	
17	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE	
18	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE	
19	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE	
20	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE	
21	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE	
22	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE	
23	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE	
24	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE	

Standing Submission  Yes  No  
Maximum Capability(MW) 387

**Note:** For reference purposes, all existing Mothball Outages (MBO) currently affecting the asset will be displayed in the MBO column. The maximum AC entered must be no greater than the maximum capability of the pool asset less any submitted MBO.

	Block 0		Block 1		Block 2		Block 3		Block 4		Block 5		Block 6		DDS Offer	AC	MBO	MSG
	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW				
01	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE						387	0	10	
02	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE						387	0	10	
03	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE						387	0	10	
04	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE						387	0	10	
05	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE						387	0	10	
06	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE						387	0	10	
07	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE						387	0	10	
08	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE						387	0	10	
09	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE						387	0	10	
10	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE						387	0	10	
11	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE						387	0	10	
12	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE						387	0	10	
13	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE						387	0	10	
14	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE						387	0	10	
15	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE						387	0	10	
16	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE						387	0	10	
17	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE						387	0	10	
18	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE						387	0	10	
19	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE						387	0	10	
20	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE						387	0	10	
21	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE						387	0	10	
22	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE						387	0	10	
23	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE						387	0	10	
24	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE						387	0	10	

Standing Submission  Yes  No  
Maximum Capability(MW) 387

# Information Document

## Energy Trading System Pool Participant Manual: Submissions

### ID #2013-001R



**Note:** The Variable Energy Resource (VER) column and filler tab is only displayed for partially controllable (hybrid) assets. The VER amount entered must be no greater than the maximum capability of the pool asset and no less than zero. Decimal and negative values are not accepted.

Block 0		Offer Control		Block 1		Offer Control		Block 2		Offer Control		Block 3		Offer Control		Block 4		Offer Control		Block 5		Offer Control		Block 6		Offer Control		DDS Offer	AC	MBO	MSG	VER
\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW							
01	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387		
02	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387		
03	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387		
04	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387		
05	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387		
06	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387		
07	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387		
08	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387		
09	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387		
10	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387		
11	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387		
12	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387		
13	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387		
14	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387		
15	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387		
16	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387		
17	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387		
18	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387		
19	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387		
20	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387		
21	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387		
22	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387		
23	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387		
24	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387		

Standing Submission  Yes  No      Maximum Capability(MW)

**Note:** Above each operating block is a [Flex Block] flag button, which indicates whether an operating block can be partially dispatched. A pool participant must submit whether an operating block is flexible or inflexible as per subsection 3(3)(c) of Section 203.1.

When checked, the “flex block” status applies to the entire operating block for all hours of the submission; it is checked by default. Uncheck the [Flex Block] flag to deselect it indicating the operating block is inflexible.

Block 0		Offer Control		Block 1		Offer Control		Block 2		Offer Control		Block 3		Offer Control		Block 4		Offer Control		Block 5		Offer Control		Block 6		Offer Control		DDS Offer	AC	MBO	MSG
\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW						
01	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387	
02	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387	
03	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387	
04	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE																		387	0	10	387	

**Note:** Located below the entry grid is the [Clear All] and [Reset] buttons. The [Clear All] button removes all entries on the existing screen. The [Reset] button removes any changes made to the entries and returns them to their original values.

Standing Submission  Yes  No      Maximum Capability(MW)

(p) Click on the [Yes] or [No] radio button beside [Standing Submission] at the bottom of the screen.

Selecting [Yes] allows this submission to be used as a default for future submissions. This includes the price and MW amount offer structure, as well as any declared offer



# Information Document

## Energy Trading System Pool Participant Manual: Submissions

### ID #2013-001R



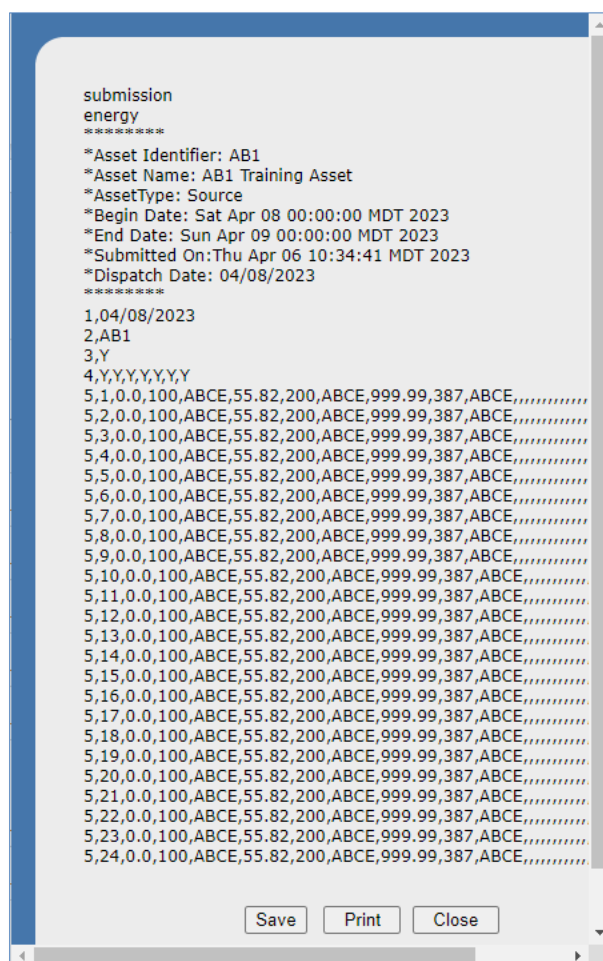
control parties, and the Minimum Stable Generation (MSG) values. These standing submissions can be restated closer to the actual dispatch date.

Note that the Available Capability (AC) and Mothball Outage (MBO) values and the associated reason(s) are not included as part of a standing submission.

**Note:** In order to set up a standing submission, the [Yes] radio button for the standing submission option must be selected for the day that is desired as the price and MW default for future submissions. Should the [Yes] radio button be selected for multiple days, the latest designated standing offer structure from the current date becomes the new default offer structure.

**Note:** If a standing submission is not set up, the Energy Trading System will automatically assign a default offer of the maximum capability at a default price of \$0 for all 7 days of the forecast scheduling period.

(q) Select the [Submit] button.



Once the [Submit] button has been selected, a confirmation screen appears containing the acknowledgement results of the submission.

Error messages are generated if data is not correct upon submission of the values and the submission is not accepted.

- (r) Select the [Save], [Print], or [Close] button. The AESO recommends each pool participant retain a copy of the acknowledgement for its records.

#### 3.4.1. Troubleshooting

##### ***Why can't I access the Energy Trading System?***

A valid digital certificate is required to access the Energy Trading System. Please view our website for more information about digital certificates using the following path: [www.aeso.ca](http://www.aeso.ca) > Market > Market Participation > System Tools > Energy Trading system (ETS) > Accessing ETS.

##### ***The acknowledgement indicates that the submission failed and that there was a validation error. What does this mean?***

A validation error is displayed when the submission did not meet the correct criteria. The cause of the error will be displayed in the confirmation. For example, if the final operating block does not equal the maximum capability, a validation error will occur. Even if the available capability is lower than the maximum capability, the last operating block offer must always offer the full maximum capability as per subsection 3(4)(a) of Section 203.1.

##### ***I tried using the [Fill Price & MW] function and received an error. Why?***

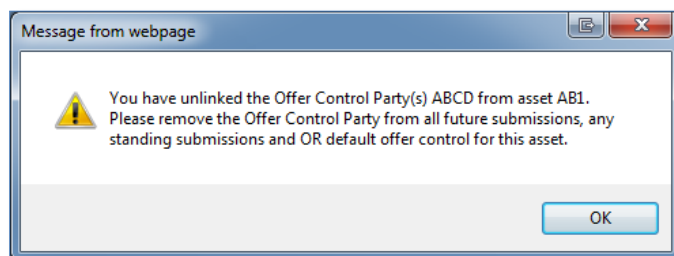
When utilizing multiple operating block the price value must be greater than the previous operating block price. The MW amount must be equal to or greater than the previous MW amount operating block.

##### ***An offer control party is no longer active, but it is showing up in the Offer Control Parties List. Why?***

It is up to pool participants to contact the AESO via [info@aesocanada.com](mailto:info@aesocanada.com) and advise of the "inactive" status of its offer control party. The change is implemented by the AESO as soon as practicable, but it is the sole responsibility of the pool participant to ensure that it cleans up any future submissions, standing submissions, and operating reserve default offer control information where the inactive offer control party resides.

##### ***I've removed a default offer control party from a pool asset, but it is still showing up in the pool asset standing submission?***

When a pool participant removes, or un-maps, an offer control party from a pool asset, it receives a message similar to the one below. Each pool participant should ensure that it removes the offer control party from all future submissions, any standing submissions, and operating reserves default offer control.





#### 4 Create a New Energy Offer from an Existing Offer

##### 4.1 Create a New Submission using an Existing Submission

- (a) Click on [Energy Submission] tab.
- (b) From the [Select Submission Type] list box, choose [New Submission] from the list.
- (c) Under [Select Submission Action] choose [Create New using Existing] from the list.
- (d) Under [Select Dispatch Date] choose a date.

**Note:** The dispatch date defaults to the next available submission date. In this example, the new energy offer is being created for April 9, 2023.

The screenshot shows a web interface with a top navigation bar containing tabs: Submission Information, Energy Submission, Ancillary Service, DDS Submission, Maintenance, Constraints, Outage Scheduling, and Offer Control Maintenance. The 'Energy Submission' tab is active. Below the navigation bar is a 'Start' button and a form with four steps:

- 1. Select Submission Type:** A dropdown menu with 'New Submission' selected.
- 2. Select Submission Action:** A dropdown menu with 'Create New using Existing' selected.
- 3. Select Dispatch Date:** A date picker showing '04/09/2023'.
- 4. Choose Asset Type:** Two radio buttons, 'Sink' and 'Source', with 'Source' selected. A 'Next' button is located below the radio buttons.

- (e) Under [Choose Asset Type], click on the [Sink] or [Source] radio button. Click [Next].

**Note:** In this example, [Source] is being selected.

- (f) From the [Select Asset] list box, choose the desired pool asset.
- (g) Select the desired submission date from the selection box.

**Note:** The [Existing Submissions] screen appears on the right side and provides a listing of available historical submissions to select from.

The screenshot shows the 'Energy Submission' form with the 'Result' tab active. Step 5, 'Select Asset:', is displayed. On the right side, there is a table titled 'Existing Submissions:'.

Identifier	Name	Submission Date
AB1	AB1 Training Asset	04/07/2023
		04/08/2023
		04/09/2023

**Note:** The energy submission grid is populated with previously entered data for the selected date.

# Information Document

## Energy Trading System Pool Participant Manual: Submissions

### ID #2013-001R



Enter New Submission for ABC Electric Ltd., AB1

Begin (hour ending):

End (hour ending):

**6. Enter Pricing**

Price(\$):

Amount(MW):

Block 3

**Offer Control Parties linked to this Asset:**

Select	ID	Legal Name
<input type="checkbox"/>	ABCE	ABC Electric Ltd.
<input type="checkbox"/>	ABCD	ABC Power Ltd.

**7. Enter Availability**

AC(MW):

MSG(MW):

Reason:

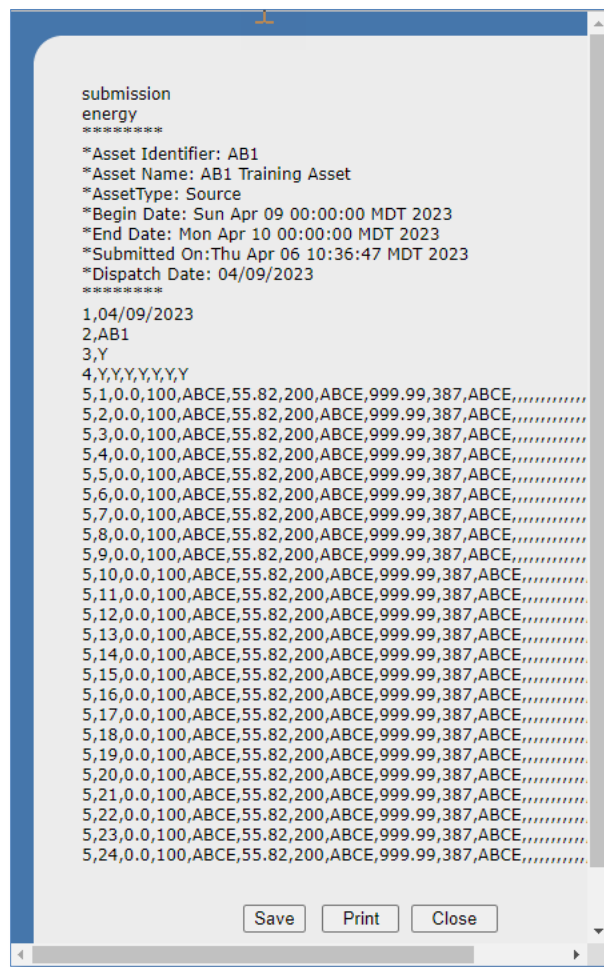
	Block 0 <input checked="" type="checkbox"/>		Offer Control		Block 1 <input checked="" type="checkbox"/>		Offer Control		Block 2 <input checked="" type="checkbox"/>		Offer Control		Block 3 <input checked="" type="checkbox"/>		Offer Control		Block 4 <input checked="" type="checkbox"/>	
	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW
01	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE									
02	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE									
03	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE									
04	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE									
05	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE									
06	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE									
07	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE									
08	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE									
09	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE									
10	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE									
11	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE									
12	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE									
13	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE									
14	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE									
15	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE									
16	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE									
17	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE									
18	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE									
19	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE									
20	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE									
21	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE									
22	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE									
23	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE									
24	0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE									

Standing Submission  Yes  No      Maximum Capability(MW)

**Note:** To add or modify data in an individual cell, click on the cell, add the data, and press [Enter]. Remember to exit the cell before exiting the screen or the data from that cell will not be added.

- (h) Select the [Submit] button.
- (i) [Save], [Print], or [Close] the acknowledgement. The AESO recommends each pool participant retains a copy of the acknowledgement for its records.

Error messages are generated if data is not correct upon submission of the values and the submission is not accepted.



## 5 Restatements

Once submitted, values can be restated in the Energy Trading System. This includes revisions to available capability, MW, price/quantity, offer control party, and minimum stable generation.

In the energy submission screen, the options available under [Select Submission Type] depend on the delivery date and time of submission. Restatements of applicable hours within next 7 days are handled through two options: [New Submission] and [Restatement]. For each delivery day, gate close occurs at 12:00 p.m. Mountain Time (MT) the day prior. [New Submission] restricts dates to those dates where gate close has not yet occurred while [Restatement] restricts to those dates for which gate close has passed. For example, if the date is April 28, and it is before 12 p.m., restatements of values for April 29 to May 5 are available under the [New Submission] option, while restatements for current day, April 28, are available under the [Restatement] option. However, if it is after 12 p.m. on April 28, the [New Submission] option will only include April 30 to May 5, and the [Restatement] option will include the remaining hours within current day and tomorrow, April 28 and April 29.

To use the [New Submission] or [Restatement] options:

- (a) Click on the [Energy Submission] tab.
  - (i) For restatements after gate close:

# Information Document

## Energy Trading System Pool Participant Manual: Submissions

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The screenshot shows the 'Energy Submission' form with the following fields:

- 1. Select Submission Type:** Restatement (dropdown)
- 2. Select Submission Action:** Edit Existing (dropdown)
- 3. Select Dispatch Date:** 04/28/2023 (dropdown)
- 4. Choose Asset Type:** Sink (radio), Source (radio)

A 'Next' button is located at the bottom right of the form.

- a. From the [Select Submission Type] list box, choose [Restatement] from the list. [Edit Existing] will be the only option under the [Select Submission Action] list box.

(ii) For restatements prior to gate close:

The screenshot shows the 'Energy Submission' form with the following fields:

- 1. Select Submission Type:** New Submission (dropdown)
- 2. Select Submission Action:** Create New using Existing (dropdown)
- 3. Select Dispatch Date:** 04/09/2023 (dropdown)
- 4. Choose Asset Type:** Sink (radio), Source (radio)

A 'Next' button is located at the bottom right of the form.

- a. From the [Select Submission Type] list box, choose [New Submission] from the list.
- b. From the [Select Submission Action] list box, choose [Create New from Scratch], [Create New from Existing] or [Edit Existing] from the list.

**Note:** From the [Select Submission Action] list, the user has the following options. The [Create New from Scratch] option provides a blank submission screen while the [Create New from Existing] and [Edit Existing] options provide pre-filled data on the submission screen to facilitate quicker data submission. The [Create New from Existing] option allows the user to replicate offer structure data from another date, whereas the [Edit Existing] option allows the user to edit previously submitted data of the same date.

**Note:** Each of the options under the [Select Submission Action] list box: [Create New from Scratch], [Create New from Existing], or [Edit Existing], will replace any data previously submitted into the energy trading system.

# Information Document

## Energy Trading System Pool Participant Manual: Submissions

### ID #2013-001R



#### 5.1 Available Capability Restatements

An available capability restatement consists of restating the pool asset’s available capability when a pool participant is unable to provide the pool asset’s maximum capability. Pursuant to Section 203.3, restatements should be made for any period within the next seven 7 days when there is a submission of an offer or bid, or pursuant to Section 306.5, for any planned/forced outages that result or will result in a change in available capability any time within the next 24 months. A pool participant must also provide a reason with the available capability restatement.

For further clarification on acceptable operational reasons, and planned/forced outages, please refer to the AESO’s *Consolidated Authoritative Document Glossary* (“CADG”) and Information Document #2009-003R, *Acceptable Operational Reasons* (“ID #2009-003R”), Information Document #2012-009R, *Restatements*, and Information Document #2013-003R, *Outages*.

For available capability restatements for any period beyond 7 days, refer to Section 7 Outage Scheduling.

To make an available capability restatement for any hours within the next 7 days:

- (a) Determine the relevant option under [Select Submission Type] by referring to the top of this Section 5, either (a)(i) or (a)(ii), based on the desired date to be updated.

- (b) From the [Select Dispatch Date] list box, choose a date.

**Note:** The selection of [New Submission] or [Restatement] under the [Select Submission Type] field will dictate the dates available in the ‘Select Dispatch Date’ dropdown.

- (c) Under [Choose Asset Type], click on the [Sink] or [Source] radio button. Click [Next].

**Note:** In this example, Source asset is being used.

- (d) From the [Select Asset Type] list box, choose the desired pool asset from the list.

**Note:** The screen that appears will be labelled ‘New Submission’ or ‘Restatement’ depending on the selection chosen. In this example, the user has selected the restatement option of the current day and the current time is 11:05 am.

Enter Restatement for ABC Electric Ltd., AB1 Training Asset(AB1) Source for Apr 28,2023

	Block 0		Block 1		Block 2		Block 3		Block 4		Block 5		Block 6		DDS Offer	AC	HBO	MSC
	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW				
01	0.0	100	ABCE	150.0	297	ABCE									297	0	10	
02	0.0	100	ABCE	150.0	297	ABCE									297	0	10	
03	0.0	100	ABCE	150.0	297	ABCE									297	0	10	
04	0.0	100	ABCE	150.0	297	ABCE									297	0	10	
05	0.0	100	ABCE	150.0	297	ABCE									297	0	10	
06	0.0	100	ABCE	150.0	297	ABCE									297	0	10	
07	0.0	100	ABCE	150.0	297	ABCE									297	0	10	
08	0.0	100	ABCE	150.0	297	ABCE									297	0	10	
09	0.0	100	ABCE	150.0	297	ABCE									297	0	10	
10	0.0	100	ABCE	150.0	297	ABCE									297	0	10	
11	0.0	100	ABCE	150.0	297	ABCE									297	0	10	
12	0.0	100	ABCE	150.0	297	ABCE									297	0	10	
13	0.0	100	ABCE	150.0	297	ABCE									297	0	10	
14	0.0	100	ABCE	150.0	297	ABCE									297	0	10	
15	0.0	100	ABCE	150.0	297	ABCE									297	0	10	
16	0.0	100	ABCE	150.0	297	ABCE									297	0	10	
17	0.0	100	ABCE	150.0	297	ABCE									297	0	10	
18	0.0	100	ABCE	150.0	297	ABCE									297	0	10	
19	0.0	100	ABCE	150.0	297	ABCE									297	0	10	
20	0.0	100	ABCE	150.0	297	ABCE									297	0	10	
21	0.0	100	ABCE	150.0	297	ABCE									297	0	10	
22	0.0	100	ABCE	150.0	297	ABCE									297	0	10	
23	0.0	100	ABCE	150.0	297	ABCE									297	0	10	
24	0.0	100	ABCE	150.0	297	ABCE									297	0	10	

Flex Block - Check box to turn on

Standing Submission  Yes  No      Maximum Capability(MW)

# Information Document

## Energy Trading System Pool Participant Manual: Submissions

### ID #2013-001R



The Energy Trading System automatically greys out the cells in each operating block that are unavailable for modification. During the T-2 period, the price values are greyed out, as pool participants are tied to prices for this duration.

On the [Filler] tab on the left, the [Enter Availability] Section can be used to update available capability values. However, the [Begin (hour ending)] field is only accessible outside of the T-2 period. All available capability updates within the T-2 period must be manually entered on the grid under the [AC] column.

**Note:** For reference purposes, all existing Mothball Outages currently affecting the asset will be displayed in the MBO column. The maximum AC entered must be no greater than the maximum capability of the pool asset less any submitted MBO.

- (e) Enter the desired restated available capability under the [AC] column and the associated reason under the [Reason] column.

Enter Restatement for ABC Electric Ltd., AB1 Training Asset(AB1) Source for Apr 28, 2023

Block 0	Offer Control		Block 1	Offer Control		Block 2	Offer Control		Block 3	Offer Control		Block 4	Offer Control		Block 5	Offer Control		Block 6	Offer Control		DDS Offer	AC	MBO	MSG	Reason
	\$/MWh	MW		\$/MWh	MW		\$/MWh	MW		\$/MWh	MW		\$/MWh	MW		\$/MWh	MW		\$/MWh	MW					
01	0.0	100	ABCE	150.0	297	ABCE																297	0	10	Normal Operations
02	0.0	100	ABCE	150.0	297	ABCE																297	0	10	Normal Operations
03	0.0	100	ABCE	150.0	297	ABCE																297	0	10	Normal Operations
04	0.0	100	ABCE	150.0	297	ABCE																297	0	10	Normal Operations
05	0.0	100	ABCE	150.0	297	ABCE																297	0	10	Normal Operations
06	0.0	100	ABCE	150.0	297	ABCE																297	0	10	Normal Operations
07	0.0	100	ABCE	150.0	297	ABCE																297	0	10	Normal Operations
08	0.0	100	ABCE	150.0	297	ABCE																297	0	10	Normal Operations
09	0.0	100	ABCE	150.0	297	ABCE																297	0	10	Normal Operations
10	0.0	100	ABCE	150.0	297	ABCE																297	0	10	Normal Operations
11	0.0	100	ABCE	150.0	297	ABCE																297	0	10	Normal Operations
12	0.0	100	ABCE	150.0	297	ABCE																200	0	10	Detailed AOR
13	0.0	100	ABCE	150.0	297	ABCE																297	0	10	Normal Operations
14	0.0	100	ABCE	150.0	297	ABCE																297	0	10	Normal Operations
15	0.0	100	ABCE	150.0	297	ABCE																297	0	10	Normal Operations
16	0.0	100	ABCE	150.0	297	ABCE																297	0	10	Normal Operations
17	0.0	100	ABCE	150.0	297	ABCE																297	0	10	Normal Operations
18	0.0	100	ABCE	150.0	297	ABCE																297	0	10	Normal Operations
19	0.0	100	ABCE	150.0	297	ABCE																297	0	10	Normal Operations
20	0.0	100	ABCE	150.0	297	ABCE																297	0	10	Normal Operations
21	0.0	100	ABCE	150.0	297	ABCE																297	0	10	Normal Operations
22	0.0	100	ABCE	150.0	297	ABCE																297	0	10	Normal Operations
23	0.0	100	ABCE	150.0	297	ABCE																297	0	10	Normal Operations
24	0.0	100	ABCE	150.0	297	ABCE																297	0	10	Normal Operations

Standing Submission  Yes  No      Maximum Capability(MW)

- (f) At the bottom of the screen, click on the [Submit] button to complete the submission.

**WARNING: Confirm that this submission meets the applicable requirements as defined in the ISO rules. Press Yes to proceed with the submission.**

**Note:** Pursuant to Section 203.3, enter an acceptable operational reason when restating the available capability of the asset. If the submission meets the applicable requirements as defined in the ISO rules, select [Yes] to continue with the submission. Select [No] to return to the energy grid to edit or complete the acceptable operational reason requirement.

- (g) [Save], [Print], or [Close] the acknowledgement. The AESO recommends each pool participant retains a copy of the acknowledgement for its records.



### 5.1.1. Troubleshooting

#### ***Why won't the [Filler] tool won't make the available capability change in the hour ending I require?***

The [Filler] tool does not work during the T-2 period. Click directly in the cell to be changed and manually enter the available capability amount and reason.

#### ***How much detail should I provide for my appropriate acceptable operational reason?***

The Energy Trading System allows up to 1024 characters to record and communicate an acceptable operational reason. AESO Compliance Monitoring should understand the purpose of the update and be able to differentiate the reasons from an available capability restatement, MW amount restatement or minimum stable generation restatement.

#### ***If I make changes to an existing submission using the [New Submission] > [Edit Existing] option, does it change the standing submission going forward?***

No, making an edit to an existing submission does not change the standing submission.

### 5.2 Create a MW Restatement

This type of restatement is used when a pool participant has submitted an offer and needs to submit a revised offer for its pool asset by restating the amount (MW) to represent the operating state of the pool asset. Please see Section 203.3 for the conditions under which an amount (MW) restatement can be made.

For further clarification on acceptable operational reasons, please refer to the CADG and ID #2009-003R.

To make a MW restatement:

- (a) Determine the correct option under [Select Submission Type] by referring to the top of this Section 5, either (a)(i) or (a)(ii), based on the desired date to be updated.
- (b) From the [Select Dispatch Date] list box, choose a date.  
**Note:** The selection of [New Submission] or [Restatement] under the [Select Submission Type] field will dictate the dates available in the 'Select Dispatch Date' dropdown.
- (c) Under [Choose Asset Type], click on the [Sink] or [Source] radio button. Click the [Next] button.  
**Note:** In this example [Source] has been selected.
- (d) From the [Choose Asset] list box, choose the desired pool asset from the list.  
**Note:** The screen that appears will be labelled 'New Submission' or 'Restatement' depending on the selection chosen. In this example, the user has selected the restatement option of the current day and the current time is 11:38 a.m. During the T-2 period, the pool asset has experienced an operational issue that requires the generating unit to run at its full capability of 297 MW. In this situation, the pool asset cannot comply with its current offer, a price restatement can no longer be submitted, and the situation cannot be addressed through a change to the available capability.
- (e) Manually move all amounts (MW) to operating block 0 and provide an acceptable operational reason.  
**Note:** In this example, the pool participant moves all 297 MW manually to operating block 0, and an acceptable operational reason is provided. The offer control party for the blank blocks must also be removed.

# Information Document

## Energy Trading System Pool Participant Manual: Submissions

### ID #2013-001R



Enter Restatement for ABC Electric Ltd., AB1 Training Asset(AB1) Source for Apr 28, 2023

Block 0	Offer Control		Block 1	Offer Control		Block 2	Offer Control		Block 3	Offer Control		Block 4	Offer Control		Block 5	Offer Control		Block 6	Offer Control		DDS Offer	AC	MBO	MSG	Reason
	\$/MWh	MW		\$/MWh	MW		\$/MWh	MW		\$/MWh	MW		\$/MWh	MW		\$/MWh	MW		\$/MWh	MW					
01	0.0	100	ABCE	150.0	297	ABCE															297	0	10		Normal Operations
02	0.0	100	ABCE	150.0	297	ABCE															297	0	10		Normal Operations
03	0.0	100	ABCE	150.0	297	ABCE															297	0	10		Normal Operations
04	0.0	100	ABCE	150.0	297	ABCE															297	0	10		Normal Operations
05	0.0	100	ABCE	150.0	297	ABCE															297	0	10		Normal Operations
06	0.0	100	ABCE	150.0	297	ABCE															297	0	10		Normal Operations
07	0.0	100	ABCE	150.0	297	ABCE															297	0	10		Normal Operations
08	0.0	100	ABCE	150.0	297	ABCE															297	0	10		Normal Operations
09	0.0	100	ABCE	150.0	297	ABCE															297	0	10		Normal Operations
10	0.0	100	ABCE	150.0	297	ABCE															297	0	10		Normal Operations
11	0.0	100	ABCE	150.0	297	ABCE															297	0	10		Normal Operations
12	0.0	297	ABCE	150.0																	297	0	10		Detailed AOR
13	0.0	100	ABCE	150.0	297	ABCE															297	0	10		Normal Operations
14	0.0	100	ABCE	150.0	297	ABCE															297	0	10		Normal Operations
15	0.0	100	ABCE	150.0	297	ABCE															297	0	10		Normal Operations
16	0.0	100	ABCE	150.0	297	ABCE															297	0	10		Normal Operations
17	0.0	100	ABCE	150.0	297	ABCE															297	0	10		Normal Operations
18	0.0	100	ABCE	150.0	297	ABCE															297	0	10		Normal Operations
19	0.0	100	ABCE	150.0	297	ABCE															297	0	10		Normal Operations
20	0.0	100	ABCE	150.0	297	ABCE															297	0	10		Normal Operations
21	0.0	100	ABCE	150.0	297	ABCE															297	0	10		Normal Operations
22	0.0	100	ABCE	150.0	297	ABCE															297	0	10		Normal Operations
23	0.0	100	ABCE	150.0	297	ABCE															297	0	10		Normal Operations
24	0.0	100	ABCE	150.0	297	ABCE															297	0	10		Normal Operations

Standing Submission  Yes  No      Maximum Capability(MW)

**Note:** You may tab over and use your [Delete] key to remove values from the operating block cells. In the T-2 period, price is greyed out and unable to be changed. Tabbing will skip greyed-out cells.

- (f) At the bottom of the screen, click on the [Submit] button to complete the submission.
- (g) If the hour endings being restated are within the T-2 period, a warning will appear stating [Warning: Confirm that this submission meets the applicable requirements as defined in the ISO Rules. Press Yes to proceed with the submission.]

**WARNING: Confirm that this submission meets the applicable requirements as defined in the ISO rules. Press Yes to proceed with the submission.**

**Note:** Pursuant to Section 203.3, enter an acceptable operational reason when restating the available capability of the asset, as in the above example. If the submission meets the applicable requirements as defined in the ISO rules, select [Yes] to continue with the submission. Select [No] to return to the energy grid to edit or complete the acceptable operational reason requirement.

- (h) [Save], [Print] or [Close] the acknowledgement. The AESO recommends each pool participant retains a copy of the acknowledgement for its records.

### 5.2.1. Troubleshooting

***If I make changes to an existing submission using the [New Submission] > [Edit Existing] option, does it change the standing submission going forward?***

No, making an edit to an existing submission does not change the standing submission.

### 5.3 Create a Price/Quantity Restatement Prior to T-2

A price/quantity restatement allows a pool participant to change their price and/or operating block amount (MW) for time periods greater than 2 hours before the start of the settlement interval and does not require an acceptable operational reason.

# Information Document

## Energy Trading System Pool Participant Manual: Submissions

### ID #2013-001R



To make a price/quantity restatement:

- (a) Determine the correct option under [Select Submission Type] by referring to the top of this Section 5, either (a)(i) or (a)(ii), based on the desired date to be updated.
- (b) From the [Select Dispatch Date] list box, choose a date.
 

**Note:** The selection of [New Submission] or [Restatement] under the [Select Submission Type] field will dictate the dates available in the 'Select Dispatch Date' dropdown.
- (c) Under [Choose Asset Type], click on the [Sink] or [Source] radio button. Click [Next]
 

**Note:** In this example, [Source] is selected.
- (d) From the [Choose Asset] list box, choose the desired pool asset from the list.
 

**Note:** The screen that appears will be labelled 'New Submission' or 'Restatement' depending on the selection chosen. In this example, the user has selected the restatement option of the current day and the current time is 11:45 a.m. The restatement is for an offer that is to be effective in HE24.
- (e) Enter the desired changes in the applicable cells.

	Block 0	Offer Control	Block 1	Offer Control	Block 2
	\$/MWh	MW	\$/MWh	MW	\$/MWh
01	0.0	100	ABCE	150.0	297
02	0.0	100	ABCE	150.0	297
03	0.0	100	ABCE	150.0	297
04	0.0	100	ABCE	150.0	297
05	0.0	100	ABCE	150.0	297
06	0.0	100	ABCE	150.0	297
07	0.0	100	ABCE	150.0	297
08	0.0	100	ABCE	150.0	297
09	0.0	100	ABCE	150.0	297
10	0.0	100	ABCE	150.0	297
11	0.0	100	ABCE	150.0	297
12	0.0	100	ABCE	150.0	297
13	0.0	100	ABCE	150.0	297
14	0.0	100	ABCE	150.0	297
15	0.0	100	ABCE	150.0	297
16	0.0	100	ABCE	150.0	297
17	0.0	100	ABCE	150.0	297
18	0.0	100	ABCE	150.0	297
19	0.0	100	ABCE	150.0	297
20	0.0	100	ABCE	150.0	297
21	0.0	100	ABCE	150.0	297
22	0.0	100	ABCE	150.0	297
23	0.0	100	ABCE	150.0	297
24	0.0	100	ABCE	150.0	297

**Note:** To update information outside of the T-2 period, the pool participant may either use the [Filler] or manual entry.



	Block 0 <input checked="" type="checkbox"/>		Offer Control		Block 1 <input checked="" type="checkbox"/>		Offer Control		Block 2 <input checked="" type="checkbox"/>	
	\$/Mwh	MW			\$/Mwh	MW			\$/Mwh	MW
01	0.0	100	ABCE	150.0	297	ABCE				
02	0.0	100	ABCE	150.0	297	ABCE				
03	0.0	100	ABCE	150.0	297	ABCE				
04	0.0	100	ABCE	150.0	297	ABCE				
05	0.0	100	ABCE	150.0	297	ABCE				
06	0.0	100	ABCE	150.0	297	ABCE				
07	0.0	100	ABCE	150.0	297	ABCE				
08	0.0	100	ABCE	150.0	297	ABCE				
09	0.0	100	ABCE	150.0	297	ABCE				
10	0.0	100	ABCE	150.0	297	ABCE				
11	0.0	100	ABCE	150.0	297	ABCE				
12	0.0	100	ABCE	150.0	297	ABCE				
13	0.0	100	ABCE	150.0	297	ABCE				
14	0.0	100	ABCE	150.0	297	ABCE				
15	0.0	100	ABCE	150.0	297	ABCE				
16	0.0	100	ABCE	150.0	297	ABCE				
17	0.0	100	ABCE	150.0	297	ABCE				
18	0.0	100	ABCE	150.0	297	ABCE				
19	0.0	100	ABCE	150.0	297	ABCE				
20	0.0	100	ABCE	150.0	297	ABCE				
21	0.0	100	ABCE	150.0	297	ABCE				
22	0.0	100	ABCE	150.0	297	ABCE				
23	0.0	100	ABCE	150.0	297	ABCE				
24	0.0	100	ABCE	999.99	217	ABCE				

- (f) Click on the [Submit] button.
- (g) [Save], [Print], or [Close] the acknowledgement. The AESO recommends each pool participant retains a copy of the acknowledgement for its records.

### 5.3.1. Troubleshooting

***If I make changes to an existing submission using the [New Submission] > [Edit Existing] option, does it change the standing submission going forward?***

No, making an edit to an existing submission does not change the standing submission.

### 5.4 Create a Variable Energy Resource Restatement

A variable energy resource restatement is only applicable for partially controllable (hybrid) assets and it consists of restating the pool asset’s variable energy resource when a pool participant is unable to provide there previously declared value.

For further clarification on variable energy resource, please refer to the CADG.

To make a Variable Energy Resource restatement:

- (a) Determine the correct option under [Select Submission Type] by referring to the top of this Section 5, either (a)(i) or (a)(ii), based on the desired date to be updated.
- (b) From the [Select Dispatch Date] list box, choose a date.
  - Note:** The selection of [New Submission] or [Restatement] under the [Select Submission Type] field will dictate the dates available in the ‘Select Dispatch Date’ dropdown.
- (c) Under [Choose Asset Type], click on the [Sink] or [Source] radio button. Click [Next].
  - Note:** In this example, Source asset is being used.

# Information Document

## Energy Trading System Pool Participant Manual: Submissions

### ID #2013-001R



(d) From the [Select Asset Type] list box, choose the desired pool asset from the list.

**Note:** The screen that appears will be labelled 'New Submission' or 'Restatement' depending on the selection chosen. In this example, the user has selected the restatement option of the current day and the current time is 11:05 am.

Enter Restatement for ABC Electric Ltd., AB2 Training Asset(AB2) Source for Mar 01,2024

Block 0	Offer Control	Block 1	Offer Control	Flex Block - Check box to turn on												DDS Offer	AC	HBO	MSG	VER	Reason	
				Block 2	Offer Control	Block 3	Offer Control	Block 4	Offer Control	Block 5	Offer Control	Block 6	Offer Control									
\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW							
01	0.0	100	ABCE	150.0	297	ABCE												297	0	10	50	Default AC
02	0.0	100	ABCE	150.0	297	ABCE												297	0	10	50	Default AC
03	0.0	100	ABCE	150.0	297	ABCE												297	0	10	50	Default AC
04	0.0	100	ABCE	150.0	297	ABCE												297	0	10	50	Default AC
05	0.0	100	ABCE	150.0	297	ABCE												297	0	10	50	Default AC
06	0.0	100	ABCE	150.0	297	ABCE												297	0	10	50	Default AC
07	0.0	100	ABCE	150.0	297	ABCE												297	0	10	50	Default AC
08	0.0	100	ABCE	150.0	297	ABCE												297	0	10	50	Default AC
09	0.0	100	ABCE	150.0	297	ABCE												297	0	10	50	Default AC
10	0.0	100	ABCE	150.0	297	ABCE												297	0	10	50	Default AC
11	0.0	100	ABCE	150.0	297	ABCE												297	0	10	50	Default AC
12	0.0	100	ABCE	150.0	297	ABCE												297	0	10	100	Default AC
13	0.0	100	ABCE	150.0	297	ABCE												297	0	10	50	Default AC
14	0.0	100	ABCE	150.0	297	ABCE												297	0	10	50	Default AC
15	0.0	100	ABCE	150.0	297	ABCE												297	0	10	50	Default AC
16	0.0	100	ABCE	150.0	297	ABCE												297	0	10	50	Default AC
17	0.0	100	ABCE	150.0	297	ABCE												297	0	10	50	Default AC
18	0.0	100	ABCE	150.0	297	ABCE												297	0	10	50	Default AC
19	0.0	100	ABCE	150.0	297	ABCE												297	0	10	50	Default AC
20	0.0	100	ABCE	150.0	297	ABCE												297	0	10	50	Default AC
21	0.0	100	ABCE	150.0	297	ABCE												297	0	10	50	Default AC
22	0.0	100	ABCE	150.0	297	ABCE												297	0	10	50	Default AC
23	0.0	100	ABCE	150.0	297	ABCE												297	0	10	50	Default AC
24	0.0	100	ABCE	150.0	297	ABCE												297	0	10	50	Default AC

Standing Submission  Yes  No      Maximum Capability(MW)

As shown in the above restatement screen, the Energy Trading System automatically greys out the cells in each operating block that are unavailable for modification.

On the [Filler] tab on the left, the [Enter Availability] Section can be used to update variable energy resource amount. However, the [Begin (hour ending)] field is only accessible outside of the T-2 period. All variable energy resource updates within the T-2 period must be manually entered on the grid under the [VER] column, like the above example.

(e) Under the [VER] column, enter the desired restated variable energy resource MW amount.

(f) Click on the [Submit] button.

(g) [Save], [Print], or [Close] the acknowledgement. The AESO recommends each pool participant retains a copy of the acknowledgement for its records.

#### 5.4.1. Troubleshooting

##### ***Some of the price cells are greyed out and I cannot change them. Why?***

Prices within the T-2 period are locked in. During the T-2 period, only the available capability and MW amount can be restated with an acceptable operational reason.

In a voluntary price/quantity restatement, price and/or MW amount may be changed outside of the T-2 period without an acceptable operational reason.

##### ***If I make changes to an existing submission using the [New Submission] > [Edit Existing] option, does it change the standing submission going forward?***

No, making an edit to an existing submission does not change the standing submission.



#### 5.5 Offer Control Party Restatement

To make an Offer Control Party restatement:

- (a) Determine the correct option under [Select Submission Type] by referring to the top of this Section 5, either (a)(i) or (a)(ii), based on the desired date to be updated.
- (b) From the [Select Dispatch Date] list box, choose a date.
  - Note:** The selection of [New Submission] or [Restatement] under the [Select Submission Type] field will dictate the dates available in the 'Select Dispatch Date' dropdown.
- (c) Under [Choose Asset Type], click on the [Sink] or [Source] radio button. Click [Next].
- (d) From the [Select Asset] list, choose the desired pool asset.
- (e) Under the [Offer Control Parties linked to this Asset], select the offer control party desired.
- (f) Select the [Fill Price & MW and/or Offer Control] button.

	Block 0 <input checked="" type="checkbox"/>		Offer Control		Block 1 <input checked="" type="checkbox"/>		Offer Control		Block 2 <input checked="" type="checkbox"/>		Offer Control		Block 3 <input checked="" type="checkbox"/>		Offer Control		Flex Block - Check box to turn on	
	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW	\$/MWh	MW
01	0.0	100	ABCE	150.0	297	ABCE												
02	0.0	100	ABCE	150.0	297	ABCE												
03	0.0	100	ABCE	150.0	297	ABCE												
04	0.0	100	ABCE	150.0	297	ABCE												
05	0.0	100	ABCE	150.0	297	ABCE												
06	0.0	100	ABCE	150.0	297	ABCE												
07	0.0	100	ABCE	150.0	297	ABCE												
08	0.0	100	ABCE	150.0	297	ABCE												
09	0.0	100	ABCE	150.0	297	ABCE												
10	0.0	100	ABCE	150.0	297	ABCE												
11	0.0	100	ABCE	150.0	297	ABCE												
12	0.0	100	ABCE	150.0	297	ABCE												
13	0.0	100	ABCE	150.0	297	ABCE												
14	0.0	100	ABCE	150.0	297	ABCE												
15	0.0	100	ABCE	150.0	297	ABCE												
16	0.0	100	ABCE	150.0	297	ABCE												
17	0.0	100	ABCE	150.0	297	ABCE												
18	0.0	100	ABCE	150.0	297	ABCE												
19	0.0	100	ABCE	150.0	297	ABCE												
20	0.0	100	ABCE	150.0	297	ABCE												
21	0.0	100	ABCD	150.0	297	ABCE												
22	0.0	100	ABCD	150.0	297	ABCE												
23	0.0	100	ABCD	150.0	297	ABCE												
24	0.0	100	ABCD	150.0	297	ABCE												

Standing Submission  Yes  No      Maximum Capability(MW) 297

- (g) Select the [Submit] button.
  - Note:** In this example, the Offer Control Party for Block 0 for HE20-24 is restated from ABCE to ABCD. As this is outside of the T-2 period, the [Filler] can be used.
  - Note:** If only the offer control party is being restated, then no acceptable operational reason is required.
- (h) [Save], [Print], or [Close] the acknowledgement. The AESO recommends each pool participant retains a copy of the acknowledgement for its records.
- (i) Within the T-2 period, changes to the offer control parties can only be made in the grid. The [Filler] cannot be used.



**Note:** In this example, the Offer Control Party is changing from ABCE to ABCD within the T-2 period.

	Block 0		Offer Control		Block 1		Offer Control		Block 2		Offer Control		Flex Block - Check box to tu		Block 3		Offer Control		
	\$/Mwh	MW			\$/Mwh	MW			\$/Mwh	MW			\$/Mwh	MW			\$/Mwh	MW	
01	0.0	100	ABCE		150.0	297	ABCE												
02	0.0	100	ABCE		150.0	297	ABCE												
03	0.0	100	ABCE		150.0	297	ABCE												
04	0.0	100	ABCE		150.0	297	ABCE												
05	0.0	100	ABCE		150.0	297	ABCE												
06	0.0	100	ABCE		150.0	297	ABCE												
07	0.0	100	ABCE		150.0	297	ABCE												
08	0.0	100	ABCE		150.0	297	ABCE												
09	0.0	100	ABCE		150.0	297	ABCE												
10	0.0	100	ABCE		150.0	297	ABCE												
11	0.0	100	ABCE		150.0	297	ABCE												
12	0.0	100	ABCD		150.0	297	ABCE												
13	0.0	100	ABCE		150.0	297	ABCE												
14	0.0	100	ABCE		150.0	297	ABCE												
15	0.0	100	ABCE		150.0	297	ABCE												
16	0.0	100	ABCE		150.0	297	ABCE												
17	0.0	100	ABCE		150.0	297	ABCE												
18	0.0	100	ABCE		150.0	297	ABCE												
19	0.0	100	ABCE		150.0	297	ABCE												
20	0.0	100	ABCE		150.0	297	ABCE												
21	0.0	100	ABCE		150.0	297	ABCE												
22	0.0	100	ABCE		150.0	297	ABCE												
23	0.0	100	ABCE		150.0	297	ABCE												
24	0.0	100	ABCE		150.0	297	ABCE												

Standing Submission  Yes  No      Maximum Capability(MW) 297

### 5.5.1. Troubleshooting

***I restated the offer control party for my pool asset within the T-2 period, but wasn't asked to provide any acceptable operational reason. Why?***

If a pool participant changes one or both of the MW amount and the offer control party *within* the T-2 period, the pool participant needs to provide an acceptable operational reason. However, if the pool participant is only restating the offer control party within the T-2 period, it is not required to provide an acceptable operational reason.

***If I make changes to an existing submission using the [New Submission] > [Edit Existing] option, does it change the standing submission going forward?***

No, making an edit to an existing submission does not change the standing submission.

### 5.6 Minimum Stable Generation Restatement

For minimum stable generation restatements made within the T-2 period, the Energy Trading System provides a warning on submissions when an acceptable operational reason is required. Outside of the T-2 period, a pool participant must have an acceptable operational reason, but the Energy Trading System does not warn pool participants to submit one.

Within the T-2 period, if the restated minimum stable generation is lower than the previously submitted minimum stable generation, the pool participants are not permitted to enter a MW restatement to redistribute the MW amount to another operating block. A MW restatement in this circumstance would be required only if it satisfies the requirements of Subsection 4(2) of Section 203.3.

Within the T-2 period, if the restated minimum stable generation is higher than the previously submitted minimum stable generation, the pool participant must ensure the minimum stable generation amount is contained in the first operating block. If an increase to the operating block size is needed, then such amount must be taken from the next highest priced operating blocks in ascending order.

# Information Document

## Energy Trading System Pool Participant Manual: Submissions

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To make a minimum stable generation restatement:

- (a) Determine the correct option under [Select Submission Type] by referring to the top of this Section 5, either (a)(i) or (a)(ii), based on the desired date to be updated.
- (b) From the [Select Dispatch Date] list box, choose a date.
 

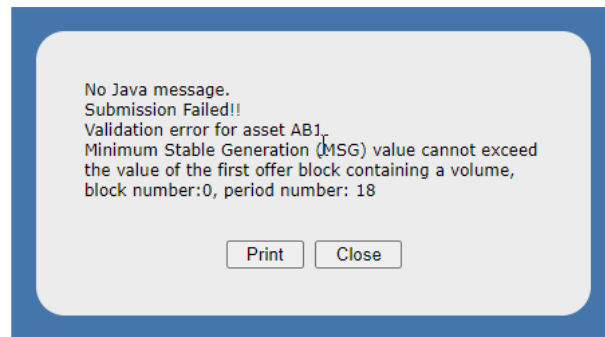
**Note:** The selection of [New Submission] or [Restatement] under the [Select Submission Type] field will dictate the dates available in the 'Select Dispatch Date' dropdown.
- (c) Under [Choose Asset Type], click on the [Sink] or [Source] radio button. Click [Next].
- (d) From the [Select Asset] list, choose the desired pool asset.
 

**Note:** To update information outside of the T-2 period, the pool participant may either use the [Filler] or manual entry.
- (e) Under the [MSG] column, enter the desired restated minimum stable generation, and if required, manually move all amounts (MW) to operating block 0. Provide an acceptable operational reason under the [Reason] column.

Block 0	Offer Control		Block 1	Offer Control		Block 2	Offer Control		Block 3	Offer Control		Block 4	Offer Control		Block 5	Offer Control		Block 6	Offer Control		DDS Offer	AC	MBO	MSG	Reason
	\$/Mwh	MW		\$/Mwh	MW		\$/Mwh	MW		\$/Mwh	MW		\$/Mwh	MW		\$/Mwh	MW		\$/Mwh	MW					
01	0.0	100	ABCE	150.0	297	ABCE															297	0	10	Normal Operations	
02	0.0	100	ABCE	150.0	297	ABCE															297	0	10	Normal Operations	
03	0.0	100	ABCE	150.0	297	ABCE															297	0	10	Normal Operations	
04	0.0	100	ABCE	150.0	297	ABCE															297	0	10	Normal Operations	
05	0.0	100	ABCE	150.0	297	ABCE															297	0	10	Normal Operations	
06	0.0	100	ABCE	150.0	297	ABCE															297	0	10	Normal Operations	
07	0.0	100	ABCE	150.0	297	ABCE															297	0	10	Normal Operations	
08	0.0	100	ABCE	150.0	297	ABCE															297	0	10	Normal Operations	
09	0.0	100	ABCE	150.0	297	ABCE															297	0	10	Normal Operations	
10	0.0	100	ABCE	150.0	297	ABCE															297	0	10	Normal Operations	
11	0.0	100	ABCE	150.0	297	ABCE															297	0	10	Normal Operations	
12	0.0	150	ABCE	150.0	297	ABCE															297	0	150	Detailed AOR	
13	0.0	100	ABCE	150.0	297	ABCE															297	0	10	Normal Operations	
14	0.0	100	ABCE	150.0	297	ABCE															297	0	10	Normal Operations	
15	0.0	100	ABCE	150.0	297	ABCE															297	0	10	Normal Operations	
16	0.0	100	ABCE	150.0	297	ABCE															297	0	10	Normal Operations	
17	0.0	100	ABCE	150.0	297	ABCE															297	0	10	Normal Operations	
18	0.0	100	ABCE	150.0	297	ABCE															297	0	10	Normal Operations	
19	0.0	100	ABCE	150.0	297	ABCE															297	0	10	Normal Operations	
20	0.0	100	ABCE	150.0	297	ABCE															297	0	10	Normal Operations	
21	0.0	100	ABCE	150.0	297	ABCE															297	0	10	Normal Operations	
22	0.0	100	ABCE	150.0	297	ABCE															297	0	10	Normal Operations	
23	0.0	100	ABCE	150.0	297	ABCE															297	0	10	Normal Operations	
24	0.0	100	ABCE	150.0	297	ABCE															297	0	10	Normal Operations	

**Note:** If the pool participant attempts to submit a restatement that increases the minimum stable generation to a value that is higher than the MW amount in the first operating block, the following validation error will be displayed. This Energy Trading System message can be addressed by either increasing the size of the lowest priced non-0 block or by restating the minimum stable generation with an acceptable operational reason.





### 5.6.1. Troubleshooting

*If I make changes to an existing submission using the [New Submission] > [Edit Existing] option, does it change the standing submission going forward?*

No, making an edit to an existing submission does not change the standing submission.

## 6 Energy Historical Offer Control

A pool participant has the ability to submit offer control party information on a historical basis if it is unable to submit the offer control party at the same time as their submission data. Pool participants can edit historical offer control parties up to 30 days from the dispatch date.

### 6.1 Edit Offer Control

(a) Click on the [Energy Submission] tab.



(b) From the [Select Submission Type] list box, choose [Historical Offer Control] from the list.

(c) From the [Select Submission Action] list box, choose [Edit Offer Control] from the list.

(d) From the [Select Dispatch Date] – choose any date up to 30 days from the dispatch date.

**Note:** In this example, the date being edited is April 19, 2023.

(e) Under [Choose Asset Type], click on [Sink] or [Source] radio button. Click [Next].

**Note:** In this example [Source] is chosen.

# Information Document

## Energy Trading System Pool Participant Manual: Submissions

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5. Enter Offer Control

Begin (hour ending): 01  
End (hour ending): 24

Block: Block 0

Offer Control Parties linked to this Asset:

Select	ID	Legal Name
<input type="checkbox"/>	ABCE	ABC Electric Ltd.

Fill Offer Control Clear Offer Control

	Block 0		Offer Control		Block 1		Offer Control		Block 2		Offer Control		Block 3
	\$/Mwh	MW	\$/Mwh	MW	\$/Mwh	MW	\$/Mwh	MW	\$/Mwh	MW	\$/Mwh	MW	
01	0.0	100	55.82	200	999.99	387							
02	0.0	100	55.82	200	999.99	387							
03	0.0	100	55.82	200	999.99	387							
04	0.0	100	55.82	200	999.99	387							
05	0.0	100	55.82	200	999.99	387							
06	0.0	100	55.82	200	999.99	387							
07	0.0	100	55.82	200	999.99	387							
08	0.0	100	55.82	200	999.99	387							
09	0.0	100	55.82	200	999.99	387							
10	0.0	100	55.82	200	999.99	387							
11	0.0	100	55.82	200	999.99	387							
12	0.0	100	55.82	200	999.99	387							
13	0.0	100	55.82	200	999.99	387							
14	0.0	100	55.82	200	999.99	387							
15	0.0	100	55.82	200	999.99	387							
16	0.0	100	55.82	200	999.99	387							
17	0.0	100	55.82	200	999.99	387							
18	0.0	100	55.82	200	999.99	387							
19	0.0	100	55.82	200	999.99	387							
20	0.0	100	55.82	200	999.99	387							
21	0.0	100	55.82	200	999.99	387							
22	0.0	100	55.82	200	999.99	387							
23	0.0	100	55.82	200	999.99	387							
24	0.0	100	55.82	200	999.99	387							

Submit Clear All Reset

**Note:** All price and MW cells are greyed-out because the offer control party is being entered historically, which is after the dispatch date.

**Note:** Participants cannot edit historical offer control party information for the current day. Edits are only available after midnight.

- (f) Select offer control party by checking the checkbox from the 'Offer Control Parties linked to this Asset' list.
- (g) Select [Fill Offer Control].

5. Enter Offer Control

Begin (hour ending): 01  
End (hour ending): 24

Block: Block 3

Offer Control Parties linked to this Asset:

Select	ID	Legal Name
<input type="checkbox"/>	ABCE	ABC Electric Ltd.

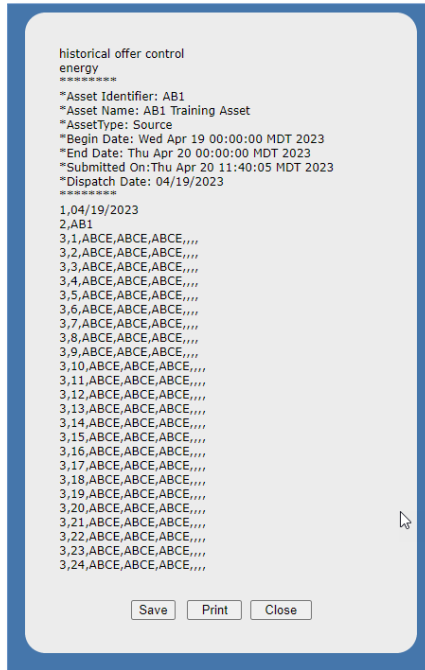
Fill Offer Control Clear Offer Control

	Block 0		Offer Control		Block 1		Offer Control		Block 2		Offer Control		Block 3
	\$/Mwh	MW	\$/Mwh	MW	\$/Mwh	MW	\$/Mwh	MW	\$/Mwh	MW	\$/Mwh	MW	
01	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE				
02	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE				
03	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE				
04	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE				
05	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE				
06	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE				
07	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE				
08	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE				
09	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE				
10	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE				
11	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE				
12	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE				
13	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE				
14	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE				
15	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE				
16	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE				
17	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE				
18	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE				
19	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE				
20	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE				
21	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE				
22	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE				
23	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE				
24	0.0	100	ABCE	55.82	200	ABCE	999.99	387	ABCE				

Submit Clear All Reset

- (h) Select the [Submit] button.

- (i) [Save], [Print], or [Close] the acknowledgement. The AESO recommends each pool participant retains a copy of the acknowledgement for its records.



## 7 Outage Scheduling

Pool participants must enter all available capability values for the next 2 years and any upcoming Mothball Outages into the [Outage Scheduling] tab in the Energy Trading System, pursuant to Section 306.5. These values include any changes to the available capability along with the associated reason.

Maintenance of available capability and reason is done through either the [Energy Submission] tab or the [Outage Scheduling] tab in the Energy Trading System. For each delivery day, gate close occurs at 12:00 p.m. Mountain Time (MT) the day prior. Pool Participants are unable to use the [Outage Scheduling] tab to edit hours for which gate close has passed and must use the [Energy Submission] tab instead. For example, if the date is April 28, and it is before 12 p.m., the [Outage Scheduling] tab cannot be used to modify values for the current day, April 28. However, if the date is April 28, and it is after 12 p.m., the [Outage Scheduling] tab cannot be used for the remaining hours of the current day or tomorrow, April 28 and April 29.

Maintenance of mothball outage values can only be done through the [Outage Scheduling] tab. Modifications to mothball values is not accessible through the [Energy Submission] tab in the Energy Trading System.

### 7.1 Create New Available Capability (AC) Outage Entry

- (a) Click on the [Outage Scheduling] tab.

# Information Document

## Energy Trading System Pool Participant Manual: Submissions

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Submission Information | Energy Submission | Ancillary Service | DDS Submission | Constraints | **Outage Scheduling** | Offer Control Maintenance

**Start**

1. Select Type:

View Entry ▾

Next

- (b) From the [Select Type] list box, choose [AC Outage Entry] from the list.
- (c) From the [Result] screen, choose the pool asset.
- (d) Enter required information in the [Data Entry] tab.

Start | Result | **Data Entry**

Enter Availability Capability (AC) Outage Entry for ABC Electric Ltd., AB1 Training Asset(AB1) Source

3. Enter Event: Outage-Planned ▾

4. Enter Reason: Annual Maintenance (provide more details)

5. Begin Date: 04/01/2024 [calendar] Begin Time (Hour Ending): 01 ▾

6. End Date: 04/30/2024 [calendar] End Time (Hour Ending): 24 ▾

7. Available Capacity (MW): 0 Maximum Capacity(MW): 387.0

Submit Clear All

**Note:** For reference purposes, all existing Mothball Outages (MBO) will be displayed in the Existing Mothball Outages table. The maximum AC entered must be no greater than the maximum capability of the pool asset less any submitted MBO.

Start | Result | **Data Entry**

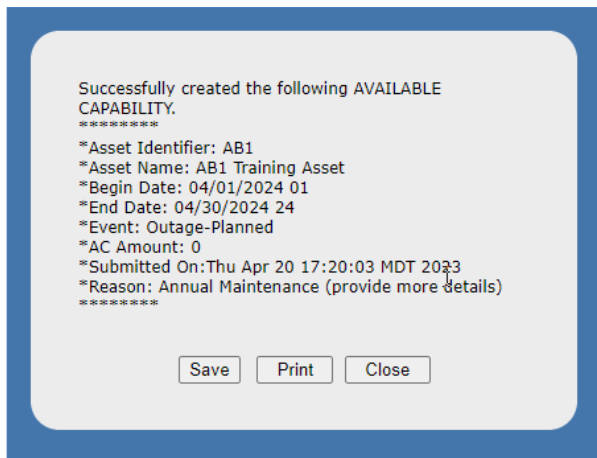
Enter Availability Capability (AC) Outage Entry for ABC Electric Ltd., AB1 Training Asset(AB1) Source

Existing Mothball Outages:

Begin Date (HE)	End Date (HE)	MBO (MW)	Date Time Entered	Reason
10/01/2023 01	10/31/2023 24	200	04/20/2023 17:30:09 PM	MBO 200MW (provide more detail)
08/01/2024 01	12/01/2025 24	387	04/20/2023 17:25:48 PM	MBO 387MW (provide more details)

3. Enter Event: ▾

- (e) Select the [Submit] button.



- (f) [Save], [Print], or [Close] the acknowledgement. The AESO recommends each pool participant retains a copy of the acknowledgement for its records.

## 7.2 Create New Mothball Outage (MBO) Entry

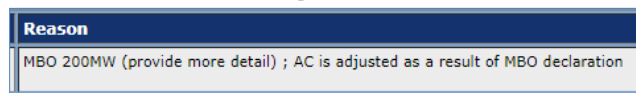
- (a) Click on the [Outage Scheduling] tab.



- (b) From the [Select Type] list box, choose [Mothball Outage Entry] from the list.
- (c) From the [Result] screen, choose the pool asset.
- (d) Enter required information in the [Data Entry] tab. The value entered for Mothball Outage Amount is the total amount of MW that is subject to a mothball outage and not available for dispatch.

**Note:** Submission of a mothball outage will overwrite all current AC information for the mothball period, including existing outage information that was previously entered in ETS. Additional outage information may need to be re-entered after the mothball outage is submitted.

**Note:** When a mothball outage is submitted, the reason will be replaced with the reason entered by the Participant for the MBO outage, followed by [ ; AC is adjusted as a result of MBO declaration.]



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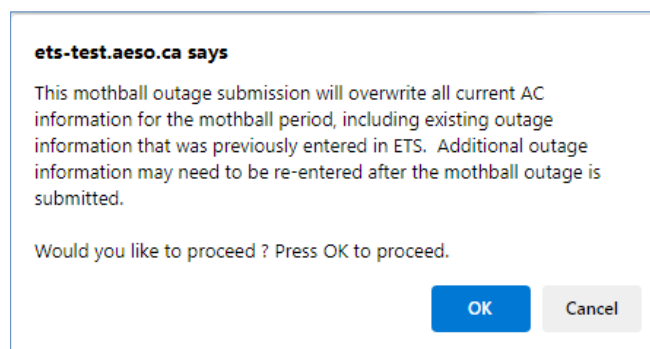


In this example, the entire asset is mothballed as the value entered is equal to the asset's maximum capability.

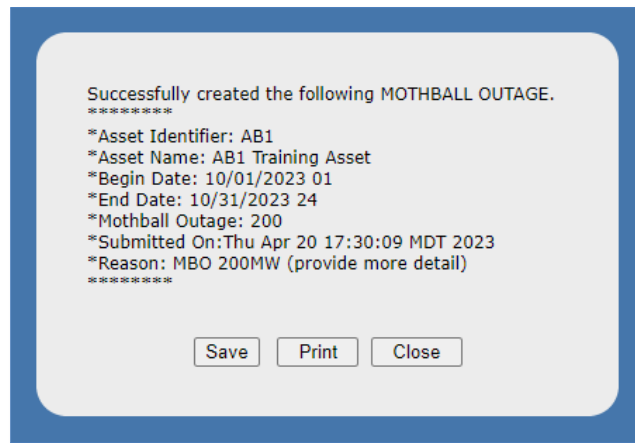
**Note:** For reference purposes, all existing Mothball Outages (MBO) will be displayed in the Existing Mothball Outages table.

Begin Date (HE)	End Date (HE)	MBO (MW)	Date Time Entered	Reason
08/01/2024 01	12/01/2025 24	387	04/20/2023 17:25:48 PM	MBO 387MW (provide more details)

- (e) Select the [Submit] button.
- (f) A warning will appear, stating [This mothball outage submission will overwrite all current AC information for the mothball period, including existing outage information that was previously entered in ETS. Additional outage information may need to be re-entered after the mothball outage is submitted.]



- (g) Click on [OK] to proceed or [Cancel] to revert to the Mothball Outage (MBO) Entry screen.



(h) [Save], [Print], or [Close] the acknowledgement. The AESO recommends each pool participant retains a copy of the acknowledgement for its records.

### 7.3 View Existing Available Capability and Mothball Outage (MBO) Entries

(a) Click on the [Outage Scheduling] tab.



(b) From the [Select Type] list box, choose [View Entry].

(c) From the [Result] screen, choose the desired pool asset.

(d) Enter requested date in the [Select Date] calendar and choose [Retrieve] button.

**Note:** A pool participant may only view one day at a time.

The following example does not include a mothball outage.



Existing AC and MBO for ABC Electric Ltd., AB1 Training Asset(AB1) Source				
Select Date: 04/01/2024 <input type="button" value="Retrieve"/>				
Date(HE)	MBO	AC	Event	Reason
04/01/2024 01		0	Outage-Planned	Annual Maintenance (provide more details)
04/01/2024 02		0	Outage-Planned	Annual Maintenance (provide more details)
04/01/2024 03		0	Outage-Planned	Annual Maintenance (provide more details)
04/01/2024 04		0	Outage-Planned	Annual Maintenance (provide more details)
04/01/2024 05		0	Outage-Planned	Annual Maintenance (provide more details)
04/01/2024 06		0	Outage-Planned	Annual Maintenance (provide more details)

The following example includes a mothball outage.

Existing AC and MBO for ABC Electric Ltd., AB1 Training Asset(AB1) Source				
Select Date: 10/01/2023 <input type="button" value="Retrieve"/>				
Date(HE)	MBO	AC	Event	Reason
10/01/2023 01	200	187	Derate-Planned	MBO 200MW (provide more detail) ; AC is adjusted as a result of MBO declaration
10/01/2023 02	200	187	Derate-Planned	MBO 200MW (provide more detail) ; AC is adjusted as a result of MBO declaration
10/01/2023 03	200	187	Derate-Planned	MBO 200MW (provide more detail) ; AC is adjusted as a result of MBO declaration
10/01/2023 04	200	187	Derate-Planned	MBO 200MW (provide more detail) ; AC is adjusted as a result of MBO declaration
10/01/2023 05	200	187	Derate-Planned	MBO 200MW (provide more detail) ; AC is adjusted as a result of MBO declaration
10/01/2023 06	200	187	Derate-Planned	MBO 200MW (provide more detail) ; AC is adjusted as a result of MBO declaration
10/01/2023 07	200	187	Derate-Planned	MBO 200MW (provide more detail) ; AC is adjusted as a result of MBO declaration
10/01/2023 08	200	187	Derate-Planned	MBO 200MW (provide more detail) ; AC is adjusted as a result of MBO declaration

#### 7.4 Edit Daily Entry for Available Capability Outage

- Click on the [Outage Scheduling] tab.
- From the [Select Type] list box, choose [Edit Daily AC Outage] from the list.
- From the [Result] screen, choose the desired pool asset from the list.
- Enter requested date in the [Select Date] calendar.

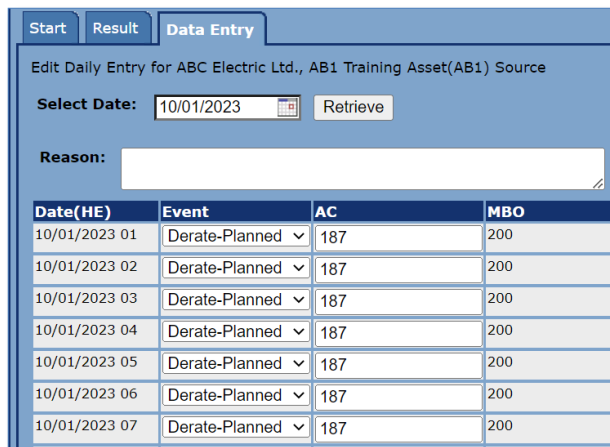
**Note:** Pool participants are unable to use [Edit Daily AC Outage] to edit the hour endings for which gate close has passed. Prior to 12:00 p.m. Mountain Time (MT), hour endings unavailable to edit include the current day. Past 12:00 p.m. MT, hour endings unavailable to edit include the current day plus the next day.



Pool Participants must use the [Energy Submission] tab to edit these hours instead.

Pool participants may only edit the hour endings of one day at a time in the [Data Entry] tab. Changes for a longer period of time can be completed by selecting [AC Outage Entry]. Pool participants will only have the ability to view their MBO entries and can not edit them from this screen.

(e) Update information.



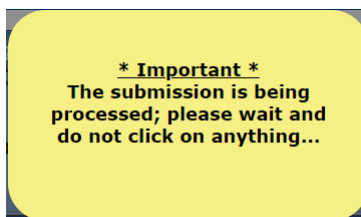
Date(HE)	Event	AC	MBO
10/01/2023 01	Derate-Planned	187	200
10/01/2023 02	Derate-Planned	187	200
10/01/2023 03	Derate-Planned	187	200
10/01/2023 04	Derate-Planned	187	200
10/01/2023 05	Derate-Planned	187	200
10/01/2023 06	Derate-Planned	187	200
10/01/2023 07	Derate-Planned	187	200

(f) [Save], [Print], or [Close] the acknowledgement. The AESO recommends each pool participant retains a copy of the acknowledgement for its records.

#### 7.4.1. Troubleshooting

##### ***My submission is very slow, how do I know if it has gone through successfully?***

The AESO requires pool participants to provide a 24-month outage scheduling information, pursuant to Section 306.4 and Section 306.5. When using the Energy Trading System [Outage Scheduling] tab, a maximum of 2 years of information can be entered at a time. The below warning will appear to advise pool participants not to click on anything while the outage submission is being processed. To confirm that information was successfully submitted, an acknowledgement pop-up appears; additionally, the pool participant can view its entry by selecting [View Entry] for the appropriate date to ensure the data has been populated. If utilizing the file upload option to update the outage scheduling information, only 31 days of information at a time is accepted.



##### ***Do I have to save or print the acknowledgement pop-up?***

No. However, the AESO strongly encourages pool participants retain a copy of the acknowledgment for its records and for verification.

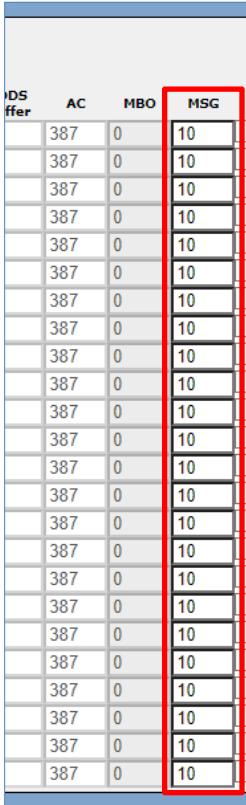
## 8 Minimum Stable Generation

Each pool participant requires the ability to declare the minimum stable generation for its generating facility so that the AESO has up-to-date information on the minimum amount MW the pool asset can be dispatched down without it resulting in the complete shut down of a pool asset.

The following description explains how to enter hourly minimum stable generation values in the Energy Trading System.

### 8.1 Energy Submission Screen

The hourly declared minimum stable generation values for the stated 24-hour period automatically populates all hours for the next 6 days so that a standing submission is maintained. This is entered into the Energy Trading System using the [Energy Submission] tab.



ADS Offer	AC	MBO	MSG
	387	0	10
	387	0	10
	387	0	10
	387	0	10
	387	0	10
	387	0	10
	387	0	10
	387	0	10
	387	0	10
	387	0	10
	387	0	10
	387	0	10
	387	0	10
	387	0	10
	387	0	10
	387	0	10
	387	0	10
	387	0	10
	387	0	10
	387	0	10
	387	0	10
	387	0	10
	387	0	10

Refer to Section 5 of this manual for information on minimum stable generation restatements.

#### 8.1.1. Troubleshooting

***If submission is not successful, check to ensure the following requirements are met:***

- The minimum stable generation value must be greater than or equal to 0.
- The minimum stable generation value must be an integer.
- The minimum stable generation value cannot exceed the maximum capability of the pool asset.



# Information Document

## Energy Trading System Pool Participant Manual:

### Submissions

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### 9.2 Definitions

To indicate that the line is a comment line, the descriptor "\*" is to be added at the beginning of the line in Column A. Comments are only for the benefit of the pool participant.

Submission Amount and Price Row/Column Definitions:

Row / Column	Definition
R1 CA	Submission type ("submission", "historical offer control", "ddssubmission", "ddsrestatement").
R2 CA	Market type ("energy", "energyrestatement", "dds", "or", "outagescheduling"). Note: This row should be omitted for dispatch down service submissions and restatements.
CA	Starting at row 3, column A must contain the numbers 1 through 5. Each number indicates the type of data that must follow in the row.
R3 CB	Dates for which the submission data applies. Note: This row should be omitted for outage scheduling submissions.
R4 CB	Asset ID, for which the submission data applies.

Energy Submissions and Restatements Definitions:

Row / Column	Definition
R5 CB	Standing flag for all dates and pool assets stated in rows 1 and 2. An "N" declares that the submitted pool asset's volumes and prices are not a standing submission. A "Y" declares that the submitted pool asset's volumes and prices are a standing submission.
R6 CA	Flex flag for each operating block submitted (0 through 6). An "N" declares that the submitted pool asset's volumes are inflexible and the AESO cannot partially dispatch them. A "Y" declares that the submitted pool asset's volumes are flexible and the AESO can partially dispatch them.
CB	Starting at row 7, column B contains the submission period, using the hour ending, in which the information in the rest of the row applies.
R7 CC	Block Price 0 is the desired price of electric energy when the pool asset is issued a dispatch to the operating block 0 MW level.
R7 CD	Block MW 0 is the first level to which a pool asset can be issued a dispatch.
R7 CE	Block 0 offer control parties.
R7 CF	Block Price 1 is the desired price of electric energy when the pool asset is issued a dispatch to the defined Operating Block 1 MW level.
R7 CG	Block MW 1 is the next level to which the pool asset can be issued a dispatch.
R7 CH	Block 1 offer control parties.
R7 CI	Block Price 2 is the desired price of electric energy when the pool asset is issued a dispatch to the defined Operating Block 2 MW level.

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<b>R7 CJ</b>	Block MW 2 is the next level to which the pool asset can be dispatched.
<b>R7 CK</b>	Block 2 offer control parties.
<b>R7 CL</b>	Block Price 3 is the desired price of electric energy when the pool asset is dispatched to the defined Operating Block 3 MW level.
<b>R7 CM</b>	Block MW 3 is the next level to which the pool asset can be dispatched.
<b>R7 CN</b>	Block 3 offer control parties.
<b>R7 CO</b>	Block Price 4 is the desired price of electric energy when the pool asset is dispatched to the defined Operating Block 4 MW level.
<b>R7 CP</b>	Block MW 4 is the next level to which the pool asset can be dispatched.
<b>R7 CQ</b>	Block 4 offer control parties.
<b>R7 CR</b>	Block Price 5 is the desired price of electric energy when the pool asset is dispatched to the defined Operating Block 5 MW level.
<b>R7 CS</b>	Block MW 5 is the next level to which the pool asset can be issued a dispatch.
<b>R7 CT</b>	Block 5 offer control parties.
<b>R7 CU</b>	Block Price 6 is the desired price of electric energy when the pool asset is issued a dispatch to the defined Operating Block 6 MW level.
<b>R7 CV</b>	Block MW 6 is the next level to which the pool asset can be issued a dispatch.
<b>R7 CW</b>	Block 6 offer control parties.
<b>R7 CX</b>	Available capability for the hour.
<b>R7 CY</b>	Minimum stable generation for the hour.
<b>R7 CZ<sup>3</sup></b>	Variable Energy Resource for the hour.
<b>R7 CZ</b>	The reason, if necessary, for the difference between available capability and maximum capability, and/or the reason for a change to the minimum stable generation and/or if there is a change to available capability and offer control party.

<sup>3</sup> A separate file format is available specially for partially controllable (hybrid) assets that provide a variable energy resource submission.

# Information Document

## Energy Trading System Pool Participant Manual:

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#### Dispatch Down Service Submissions and Restatements Definitions:

Row / Column	Definitions
<b>CB</b>	Starting at row 4, column B contains the submission period, using the hour ending, in which the information in the rest of the row applies.
<b>R4 CC</b>	Block Price 0 is the desired price of electric energy when the pool asset is issued a dispatch down service dispatch to the submitted Block 0 amount MW level.
<b>R4 CD</b>	Block MW 0 is the level to which a pool asset can be issued a dispatch down service dispatch.
<b>R4 CE</b>	Block 0 offer control parties.
<b>R4 CF</b>	The dispatch down service submission reason.

#### Energy or Dispatch Down Service Historical Offer Control Definitions:

Row / Column	Definitions
<b>CB</b>	Starting at row 5, column B contains the submission period, using the hour ending, in which the information in the rest of the row applies.
<b>R5 CC</b>	Block 0 offer control parties.
<b>R5 CD</b>	Block 1 offer control parties.
<b>R5 CE</b>	Block 2 offer control parties.
<b>R5 CF</b>	Block 3 offer control parties.
<b>R5 CG</b>	Block 4 offer control parties.
<b>R5 CH</b>	Block 5 offer control parties.
<b>R5 CI</b>	Block 6 offer control parties.

#### Outage Scheduling Definitions:

Row / Column	Definitions
<b>R4 CB</b>	Outage begin date.
<b>R4 CC</b>	Outage begin time (hour ending).
<b>R4 CD</b>	Outage end date.
<b>R4 CE</b>	Outage end time (hour ending).
<b>R4 CF</b>	Event, such as Retirement, Normal Op, Derate-Forced, Outage-Planned, Outage-Forced, or Derate-Planned.
<b>R4 CG</b>	Availability capability.
<b>R4 CH</b>	The reason, if necessary, for the difference between available capability and maximum capability.



## 10 Submissions through a File Upload

### 10.1 Create a New File Upload

- (a) Create a new file upload by creating a .csv or .txt format file using the information described in this appendix above. The AESO has developed templates to assist pool participants if they wish to utilize them. The templates can be found on the [AESO website](#) using the path: Market > Market Participation > System Tools > Energy Trading System (ETS) > File upload examples and templates.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	
1	submission																			
2	energy																			
3	*****																			
4	*Asset Identifier: S005																			
5	*Asset Name: Source 5																			
6	*Asset Type: Source																			
7	*Begin Date: Tue Sep 25 00:00:00 MDT 2012																			
8	*End Date: Wed Sep 26 00:00:00 MDT 2012																			
9	*Submitted on: Mon Sep 24 12:18:17 MDT 2012																			
10	*Dispatch Date: 09/25/2012																			
11	*																			
12	*Line Types:																			
13	** Comment; these lines are not processed																			
14	*1 Dispatch Date (MM/DD/YYYY)																			
15	*2 Asset Short Name																			
16	*3 Standing Submission (Y/N)																			
17	*4 Flex block for 7 blocks (Y/N)																			
18	*5 <period n <block 0 p <block 0 n <block 0 o <block 1 n <block 1 l <block 1 o <block 2 p <block 2 n <block 2 o <block 3 p <block 3 n <block 3 o <block 4 p <block 4 n <block 4 o <block 5 p <block 5 n <block 5 o																			
19	*																			
20	*Notes:																			
21	* - Only the periods and blocks in this file will be restated; all other periods will remain as they were																			
22	* - For a l 2 3 ...24 25																			
23	* - For a short day in the spring skip period 2																			
24	* - The submission must contain all 24 periods																			
25	* - Use the shortname for offer control parties																			
26	* - Multiple offer control parties for a single block should be separated by a semi-colon ';'																			
27	* - Offer control parties may be blank																			
28	* - Include multiple submissions in one file by repeating lines 1 through 5																			
29	*																			
30	*****																			
31	1 09/25/2012																			
32	2 S005																			
33	3 N																			
34	4 Y	Y	Y	Y	Y	Y	Y	Y												
35	5	1	0	50	OCPI;OCF	10.86	75	OCPI;OCF	52.69	100	OCPI;OCF	89.98	150	OCPI;OCF	158.97	200	OCPI;OCF	589.97	250	OC
36	5	2	0	50	OCPI;OCF	10.86	75	OCPI;OCF	52.69	100	OCPI;OCF	89.98	150	OCPI;OCF	158.97	200	OCPI;OCF	589.97	250	OC
37	5	3	0	50	OCPI;OCF	10.86	75	OCPI;OCF	52.69	100	OCPI;OCF	89.98	150	OCPI;OCF	158.97	200	OCPI;OCF	589.97	250	OC
38	5	4	0	50	OCPI;OCF	10.86	75	OCPI;OCF	52.69	100	OCPI;OCF	89.98	150	OCPI;OCF	158.97	200	OCPI;OCF	589.97	250	OC
39	5	5	0	50	OCPI;OCF	10.86	75	OCPI;OCF	52.69	100	OCPI;OCF	89.98	150	OCPI;OCF	158.97	200	OCPI;OCF	589.97	250	OC
40	5	6	0	50	OCPI;OCF	10.86	75	OCPI;OCF	52.69	100	OCPI;OCF	89.98	150	OCPI;OCF	158.97	200	OCPI;OCF	589.97	250	OC

**Note:** The submissions file upload document should be created in an application external to the Energy Trading System, such as Microsoft Excel.

- (b) From the [File] menu, choose [Save As] to save a new file upload.

The Energy Trading System does not require a specific filename. However, the Energy Trading System only accepts files in the .csv and .txt format, which contain comma separated values.

### 10.2 Create a New File Upload from an Existing File Upload

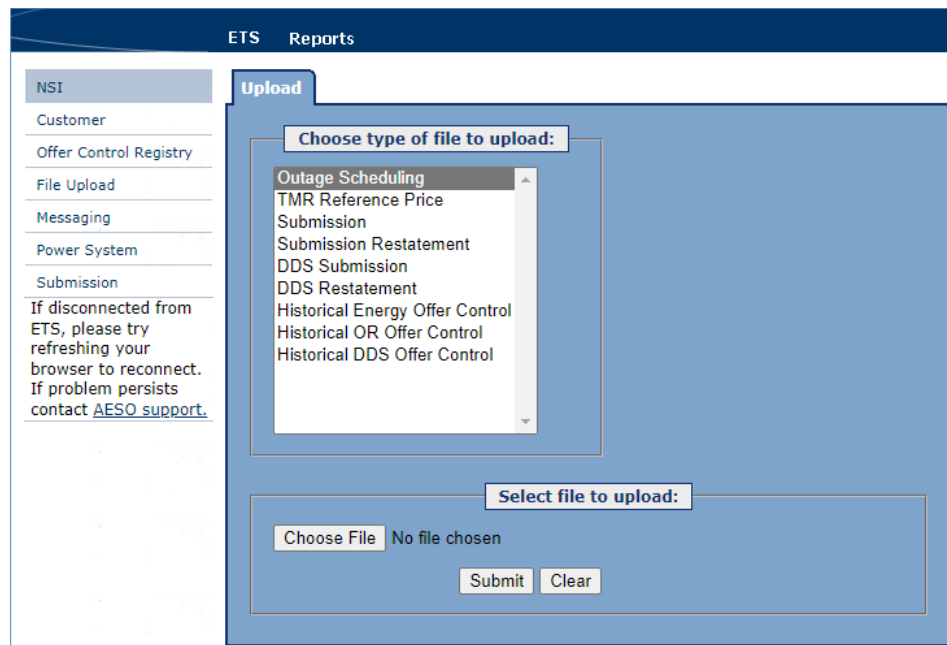
- (a) Open an existing file upload document in an application external to the Energy Trading System.
- (b) Change the date to that of the next submission.
- (c) From the [File] menu, choose [Save As].

### 10.3 Submit the File Upload

- (a) Under the Energy Trading System menu, select [File Upload].

(b) Under [Choose type of file to upload] choose the appropriate option.

**Note:** In this example [Submission] has been selected.



(c) Under [Select file to upload], click on the [Browse] button. Locate the appropriate file, then click [Open].

(d) The file name appears in the [Select the file to upload] box.

(e) Click on the [Submit] button.

(f) [Save], [Print], or [Close] the acknowledgement. The AESO recommends each pool participant retains a copy of the acknowledgement for its records.

### 10.3.1. Troubleshooting

#### ***The file upload was not successful. Why?***

Ensure the proper formatting has been used. For example, do the “\*” and blank lines match the example, as the slightest change can alter the success of the file.

#### ***I have attempted to submit my file upload and an error message displays. What do I do?***

If all or part of the submission data is invalid, the submission is rejected. Correct the relevant data indicated by the error message and resubmit the corrected file.

#### ***The acknowledgement does not provide details about the submission. How do I know it was accepted?***

In the training environment, an acknowledgement without the submission details included is a failed submission.

#### ***My file wasn't accepted. Why?***

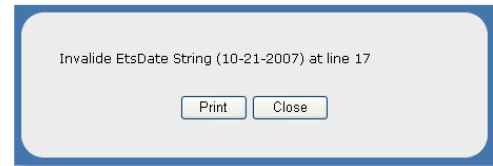
Ensure the file is saved in .csv or .txt format, not in the default Microsoft Excel .xls format.



#### *I receive an error indicating that there is an error with the date. How do I fix this?*

Dates need to be represented in the format DD/MM/YYYY. Excel often converts dates to be DD-MM-YYYY. To remedy this, add an apostrophe at the end of the date, as shown here: DD/MM/YYYY'.

If the file upload continues to produce an error rather than adding an apostrophe:



- Right click on the cell with the date.
- Select [Format].
- Select [Custom].
- Adjust the format to DD/MM/YYYY.
- Select [OK].
- Directly save and close the document then upload it into the Energy Trading System.

**Note:** When the .csv file is opened again it is likely to convert the date back to DD-MM-YYYY and the file will need to be reformatted again before closing.

## 11 Dispatch Down Service Submissions and Restatements

### 11.1 Create a New Dispatch Down Service Submission

- Under the Energy Trading System menu, select [Submission].
- Click on the [DDS Submission] tab.



- From the [Select Submission Type] list box, choose [New DDS Submission] from the list.
- From the [Select Submission Action] list box, choose [Create New from Scratch] from the list.

**Note:** From this list, the pool participant also has the option of modifying an existing dispatch down service submission or creating a new submission from an existing one. This is done in a similar manner to the energy submissions.

- From the [Select Dispatch Date] list box, choose a date. Click the [Next] button.
- From the [Select Asset] list, select the desired pool asset.

**Note:** The dispatch date defaults to the next effective submission date.



6. Enter Pricing

Block 0

Begin (hour ending): 15

End (hour ending): 24

Price(\$):

Amount(MW):

Reason:

Offer Control Parties linked to this Asset:

Select	ID	Legal Name
<input type="checkbox"/>	ABCD	ABC Power Ltd.
<input type="checkbox"/>	ABCE	ABC Electric Inc.

Fill Price & MW and/or Offer Control

Clear Offer Control

	Max DDS*	Block 0		
		MW	\$/MWh	Offer Control
01	35	0.0	0	
02	35	0.0	0	
03	35	0.0	0	
04	35	0.0	0	
05	35	0.0	0	
06	35	0.0	0	
07	35	0.0	0	
08	35	0.0	0	
09	35	0.0	0	
10	35	0.0	0	
11	35	0.0	0	
12	35	0.0	0	
13	35	0.0	0	
14	35	0.0	0	
15	35	0.0	0	

**Note:** The [Data Entry] tab screen displays the submission filler on the left and the dispatch down service submission entry grid is enabled when all fields are empty.

The column noted as “Max DDS” is greyed out and refers to available capability minus minimum stable generation = maximum dispatch down service.

The quantity of each offer for dispatch down service must not exceed the available capability less the minimum stable generation level of the source asset.

**Note:** At this time, offers for dispatch down service are only 1 operating block in size. A dispatch down service operation block is a flexible block. There is no ‘Standing Submission’ option for dispatch down service.

**11.2 Enter the Dispatch Down Service Submission Data**

(a) Use the [Filler] tab on the left side. From [Begin and End Time (hour ending)] list boxes, choose the desired begin and end time for Block 0. In this example HE17-24.

(b) In the [Price (\$) ] field, enter a price that is indexed to the pool price.

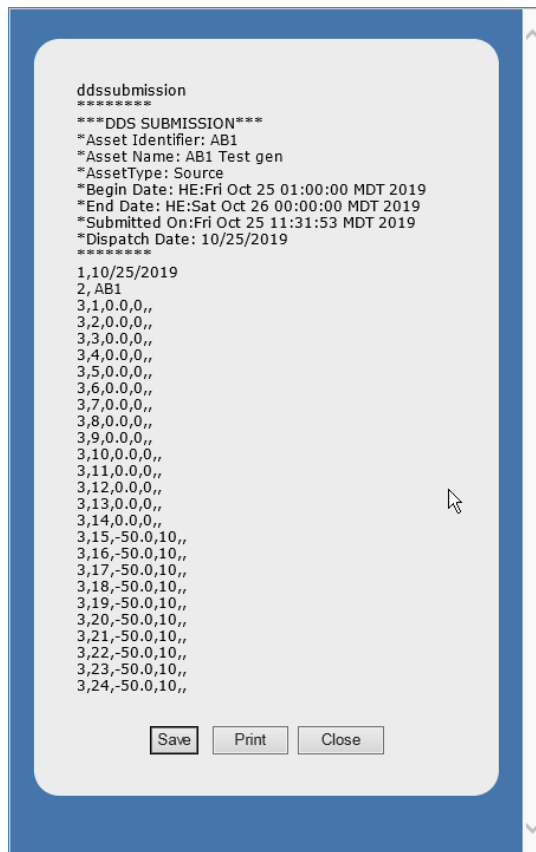
**Note:** Dispatch down service offer price is entered as a negative value.

(c) In the [Amount (MW)] field, enter a MW amount.

(d) Click on the [Fill Price and MW and/or Offer Control] button.

17	35	-50.00	10
18	35	-50.00	10
19	35	-50.00	10
20	35	-50.00	10
21	35	-50.00	10
22	35	-50.00	10
23	35	-50.00	10
24	35	-50.00	10

(e) Select [Submit].



- (f) [Save], [Print], or [Close] the acknowledgement. The AESO recommends pool participants retain a copy of the acknowledgement for their records.

### 11.3 Create a New Dispatch Down Historical Offer Control Submission

- (a) Under the Energy Trading System menu, select [Submission].
- (b) Click on the [DDS Submission] tab.



- (c) From the [Select Submission Type] list box, choose [Historical Offer Control] from the list.
- (d) From the [Select Submission Action] list box, choose [Edit Offer Control] from the list.

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- (e) From the [Select Dispatch Date] list box, choose applicable historical date. Click the [Next] button.
- (f) From the [Select Asset] list box, select the desired pool asset.

**6. Enter Offer Control**

Block 0

Begin (hour ending):

End (hour ending):

**Offer Control Parties linked to this Asset:**

Select	ID	Legal Name
<input type="checkbox"/>	ABCD	ABC Power Ltd.
<input type="checkbox"/>	ABCE	ABC Electric Inc.

	Max		Block 0				Block 1	
	DDS*		Block 0		Block 1		Block 2	
	MW	\$/MWh	MW	Offer Control	\$/MWh	MW	Offer Control	\$/MWh
01	26	-3.0	13					
02	26	-3.0	13					
03	26	-3.0	13					
04	26	-3.0	13					
05	26	-3.0	13					
06	26	-3.0	13					
07	26	-3.0	13					
08	26	-3.0	13					
09	26	-3.0	13					
10	26	-3.0	13					
11	26	-3.0	13					
12	26	-3.0	13					
13	26	-3.0	13					

- (g) Under [Offer Control Parties linked to this Asset] select the appropriate parties.
- Note:** In this example ABCD is being selected for HE01-24.

**6. Enter Offer Control**

Block 0

Begin (hour ending):

End (hour ending):

**Offer Control Parties linked to this Asset:**

Select	ID	Legal Name
<input checked="" type="checkbox"/>	ABCD	ABC Power Ltd.
<input type="checkbox"/>	ABCE	ABC Electric Inc.

	Max		Block 0				Block 1		Block 2	
	DDS*		Block 0		Block 1		Block 2			
	MW	\$/MWh	MW	Offer Control	\$/MWh	MW	Offer Control	\$/MWh	MW	
01	26	-3.0	13							
02	26	-3.0	13							
03	26	-3.0	13							
04	26	-3.0	13							
05	26	-3.0	13							
06	26	-3.0	13							
07	26	-3.0	13							
08	26	-3.0	13							
09	26	-3.0	13							
10	26	-3.0	13							
11	26	-3.0	13							
12	26	-3.0	13							
13	26	-3.0	13							
14	26	-3.0	13							
15	26	-3.0	13							
16	26	-3.0	13							
17	26	-3.0	13							
18	26	-3.0	13							
19	26	-3.0	13							
20	26	-3.0	13							
21	26	-3.0	13							
22	26	-3.0	13							
23	26	-3.0	13							
24	26	-3.0	13							

- (h) Click on the [Fill Offer Control] button.

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6. Enter Offer Control

Block 0

Begin (hour ending): 01

End (hour ending): 24

Offer Control Parties linked to this Asset:

Select	ID	Legal Name
<input checked="" type="checkbox"/>	ABCD	ABC Power Ltd.
<input type="checkbox"/>	ABCE	ABC Electric Inc.

Fill Offer Control    Clear Offer Control

	Max DDS*	Block 0				Block 1			Block 2		
		MW	\$/MWh	MW	Offer Control	\$/MWh	MW	Offer Control	\$/MWh	MW	Offer Control
01	26	-3.0	13	ABCD							
02	26	-3.0	13	ABCD							
03	26	-3.0	13	ABCD							
04	26	-3.0	13	ABCD							
05	26	-3.0	13	ABCD							
06	26	-3.0	13	ABCD							
07	26	-3.0	13	ABCD							
08	26	-3.0	13	ABCD							
09	26	-3.0	13	ABCD							
10	26	-3.0	13	ABCD							
11	26	-3.0	13	ABCD							
12	26	-3.0	13	ABCD							
13	26	-3.0	13	ABCD							
14	26	-3.0	13	ABCD							
15	26	-3.0	13	ABCD							
16	26	-3.0	13	ABCD							
17	26	-3.0	13	ABCD							
18	26	-3.0	13	ABCD							
19	26	-3.0	13	ABCD							
20	26	-3.0	13	ABCD							
21	26	-3.0	13	ABCD							
22	26	-3.0	13	ABCD							
23	26	-3.0	13	ABCD							
24	26	-3.0	13	ABCD							

Submit    Clear All    Reset

- (i) Select the [Submit] button.
- (j) [Save], [Print], or [Close] the acknowledgement. The AESO recommends each pool participant retains a copy of the acknowledgement for its records.

### 11.3.1. Troubleshooting

#### **Why has the MW amount of my offer been flagged as invalid?**

The MW amount value of the offer for dispatch down service cannot be greater than the available capability less minimum stable generation of the pool asset.

#### **Why am I getting the message that offers are being reset for HE1 and HE2 to \$0.00 and 0MW?**

This error occurs when a pool participant attempts to create a new dispatch down service submission for the following day from an existing offer after 22:00.

If the message is ignored, this action results in the resetting of the offers for dispatch down service for HE1 and potentially HE2 to \$0.00 and 0 MW.

To prevent this from occurring, exit and perform a dispatch down service restatement instead.

### 11.4 Dispatch Down Service Restatements

In the energy submission screen, the options available under [Select Submission Type] depend on the delivery date and time of submission. Restatements of applicable hours within next 7 days is handled through 2 options: 'New DDS Submission' and 'DDS Restatement'. For each delivery day, gate close occurs at 12:00 p.m. Mountain Time (MT) the day prior. [New DDS Submission] restricts dates to those dates where gate close has not yet occurred while [DDS Restatement] restricts to those dates for which gate close has passed. For example, if the date is April 28, and it is before 12 p.m., restatements of values for April 29 to May 5 is available under the [New DDS Submission] option, while restatements for current day, April 28, is available under the [DDS Restatement] option. However, if it is after 12 p.m. on

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April 28, the [New DDS Submission] option will only include April 30 to May 5 and the [DDS Restatement] option will include the remaining hours within current day and tomorrow, April 28 and April 29.

To make a dispatch down service restatement:

- (a) Click on the [DDS Submission] tab.
  - (i) For restatements after gate close:

The screenshot shows a web interface with a navigation bar at the top containing tabs: Submission Information, Energy Submission, Ancillary Service, DDS Submission (highlighted), Constraints, Outage Scheduling, and Offer Control Maintenance. Below the navigation bar is a 'Start' button. The main content area is titled '1. Select Submission Type:' and contains a dropdown menu with 'DDS Restatement' selected. Below this is '2. Select Submission Action:' with a dropdown menu also showing 'DDS Restatement'. The third section is '3. Select Dispatch Date:' with a date dropdown set to '06/18/2024'. A 'Next' button is located at the bottom right of the form area.

- a. From the [Select Submission Type] list box, choose [DDS Restatement] from the list. [DDS Restatement] will be the only option under the [Select Submission Action] list box.

- (ii) For restatements prior to gate close:

The screenshot shows the same web interface as above. The '1. Select Submission Type:' dropdown menu is set to 'New DDS Submission'. The '2. Select Submission Action:' dropdown menu is set to 'Create New from Scratch'. The '3. Select Dispatch Date:' dropdown menu remains set to '06/18/2024'. The 'Next' button is still present at the bottom right.

- a. From the [Select Submission Type] list box, choose [New DDS Submission] from the list.
- b. From the [Select Submission Action] list box, choose [Create New from Scratch], [Create New from Existing] or [Edit Existing] from the list.

**Note:** From the [Select Submission Action] list, the user has the following options. The [Create New from Scratch] option provides a blank submission screen while the [Create New from Existing] and [Edit Existing] options provide pre-filled data on the submission screen to facilitate quicker data submission. The [Create New from Existing] option allows the user to replicate offer structure data from another date, whereas the [Edit Existing] option allows the user to edit previously submitted data of the same date.

# Information Document

## Energy Trading System Pool Participant Manual: Submissions

### ID #2013-001R



**Note:** Each of the options under the [Select Submission Action] list box: [Create New from Scratch], [Create New from Existing], or [Edit Existing], will replace any data previously submitted into the energy trading system.

(b) From the [Select Dispatch Date] list box, choose a date. Click [Next].

**Note:** The selection of [New DDS Submission] or [DDS Restatement] under the [Select Submission Type] field will dictate the dates available in the 'Select Dispatch Date' dropdown.

(c) From the [Select Asset Type] list, choose the desired pool asset from the list.

**Note:** The following screen appears. In the example below, the time is 1:00 p.m. and the restatement is occurring within the T-2 period. Changes within the T-2 period can only be made manually through the grid and not the filler.

The screenshot shows the '6. Enter Pricing' interface. On the left, there are input fields for 'Begin (hour ending): 17', 'End (hour ending): 24', 'Price(\$):', 'Amount(MW):', and 'Reason:'. Below these are 'Offer Control Parties linked to this Asset:' with a table listing 'ABCD ABC Power Ltd.' and 'ABCE ABC Electric Inc.'. There are buttons for 'Fill Price & MW and/or Offer Control' and 'Clear Offer Control'. The main part of the interface is a grid with columns for 'Max DDS\*', 'Block 0', 'Block 1', 'Block 2', and 'Flexible Blocks'. Each block has sub-columns for 'MW', '\$/MWh', and 'Offer Control'. The grid shows data for hours 01 through 24. Row 14 is highlighted with a red box, showing a change in MW from 10 to 0. At the bottom right, there is a 'Maximum Capability(MW)' field set to 95 and buttons for 'Submit', 'Clear All', and 'Reset'.

	Max DDS*	Block 0			Block 1			Block 2			Flexible Blocks		
		MW	\$/MWh	Offer Control	MW	\$/MWh	Offer Control	MW	\$/MWh	Offer Control	MW	\$/MWh	Offer Control
01	35	-50.0	10										
02	35	-50.0	10										
03	35	-50.0	10										
04	35	-50.0	10										
05	35	-50.0	10										
06	35	-50.0	10										
07	35	-50.0	10										
08	35	-50.0	10										
09	35	-50.0	10										
10	35	-50.0	10										
11	35	-50.0	10										
12	35	-50.0	10										
13	35	-50.0	10										
14	35	-50.0	0										
15	35	-50.0	10										
16	35	-50.0	10										
17	35	-50.0	10										
18	35	-50.0	10										
19	35	-50.0	10										
20	35	-50.0	10										
21	35	-50.0	10										
22	35	-50.0	10										
23	35	-50.0	10										
24	35	-50.0	10										

Within the T-2 period, only the MW amount can be restated. In this example 10 MW is being restated to 0 MW in HE14.



	Max DDS*	Flexible Blocks																					Reason
		Block 0				Block 1			Block 2			Block 3			Block 4			Block 5			Block 6		
		\$/MWh	MW	Offer Control	\$/MWh	MW	Offer Control	\$/MWh	MW	Offer Control	\$/MWh	MW	Offer Control	\$/MWh	MW	Offer Control	\$/MWh	MW	Offer Control	\$/MWh	MW	Offer Control	
01	35	-50.0	10																				
02	35	-50.0	10																				
03	35	-50.0	10																				
04	35	-50.0	10																				
05	35	-50.0	10																				
06	35	-50.0	10																				
07	35	-50.0	10																				
08	35	-50.0	10																				
09	35	-50.0	10																				
10	35	-50.0	10																				
11	35	-50.0	10																				
12	35	-50.0	10																				
13	35	-50.0	10																				
14	35	-50.0	0																				Detailed AOR
15	35	-50.0	10																				
16	35	-50.0	10																				
17	35	-50.0	10																				
18	35	-50.0	10																				
19	35	-50.0	10																				
20	35	-50.0	10																				
21	35	-50.0	10																				
22	35	-50.0	10																				
23	35	-50.0	10																				
24	35	-50.0	10																				

- (g) If required, manually enter the reason for the change in the reason field to the right of the hour ending being restated. If you are restating multiple hour endings, the accompanying reason field must be populated with the acceptable operational reason.
- (h) Click the [Submit] button.
- (i) [Save], [Print], or [Close] the acknowledgement. The AESO recommends each pool participant retains a copy of the acknowledgement for its records.

### 11.4.1. Troubleshooting

#### Why can't I choose the desired hour ending from the Fill box?

Within the T-2 period, the restatement has to be made by manually entering the data into each appropriate cell.

#### Can I view my current offers for DDS?

A pool participant can view the dispatch down service submission in a similar manner to how it views the energy submissions. Under the [DDS Submission] tab, choose [View DDS Submission], under the [Select Submission Type] list box). In addition, dispatch down service can be viewed from the energy submission grid.

**Note:** Dispatch down service cannot be modified from the [Energy Submission] tab. It is only displayed for the user's reference.

### 11.5 Energy Restatement Requiring a Dispatch Down Service Restatement

The following explains the relationship between offers for energy and offers for dispatch down service. The example illustrates when a restatement of an offer for energy may require a dispatch down service restatement.

In the following example, the available capability in the [Energy Submission] tab is being restated to 0 MW for HE19 within the T-2 period and an acceptable operational reason is provided.





#### 12.1 Navigate to the Constraints

- (a) From the [Submission] page, click on the [Constraints] tab.



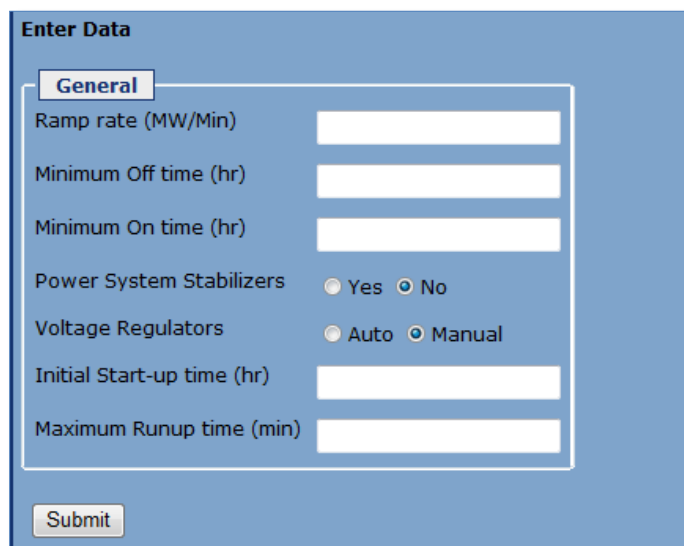
The screenshot shows a web interface with a navigation bar at the top containing tabs: Submission Information, Energy Submission, Ancillary Service, DDS Submission, Maintenance, Constraints (selected), Outage Scheduling, and Offer Control Maintenance. Below the navigation bar is a 'Start' button. The main content area is titled '3. Choose Asset Type:' and contains two radio buttons: 'Sink' and 'Source'. The 'Source' radio button is selected. A 'Next' button is located below the radio buttons.

- (b) Under [Choose Asset Type], click on the [Sink] or [Source] radio button. Click the [Next] button.

**Note:** In this example [Source] is being selected.

- (c) From the [Result] tab, choose the desired pool asset.  
(d) In the [Data Entry] tab, enter the applicable information.

**Note:** The fields for the [Ramp rate (MW/min)], the [Initial Start-up time (hr)], and [Maximum Runup time (min)], must be populated in order to submit a constraint in the Energy Trading System.



The screenshot shows the 'Enter Data' form with a 'General' tab selected. The form contains the following fields and options:

- Ramp rate (MW/Min): Text input field
- Minimum Off time (hr): Text input field
- Minimum On time (hr): Text input field
- Power System Stabilizers: Radio buttons for Yes and No (No is selected)
- Voltage Regulators: Radio buttons for Auto and Manual (Auto is selected)
- Initial Start-up time (hr): Text input field
- Maximum Runup time (min): Text input field

A 'Submit' button is located at the bottom of the form.

- (e) Select the [Submit] button.  
(f) [Save], [Print], or [Close] the acknowledgement. The AESO recommends each pool participant retains a copy of the acknowledgement for its records.

#### 12.1.1. Troubleshooting

##### *How do I view my changes?*

Once constraints are submitted, they remain visible under the [Constraints] tab. To view:

- (a) Go to the [Submission] page.
- (b) Click on the [Constraints] tab.
- (c) Choose [Asset Type], then click the [Next] button.
- (d) From the [Result] tab, choose the desired pool asset.

##### *Is there a limit to how often I can update the constraints information?*

The [Constraints] tab is available for timely updates whenever constraints information changes. There is no limit to how often information can be updated.

##### *Does this information effect how the pool asset is dispatched?*

If the [Initial Start-up time (hr)] is anything other than 0 or 1, the pool asset is considered a long lead time pool asset. There are different procedures that exist when a pool asset is considered long lead time to be dispatched by the AESO.

### 13 Long Lead Time

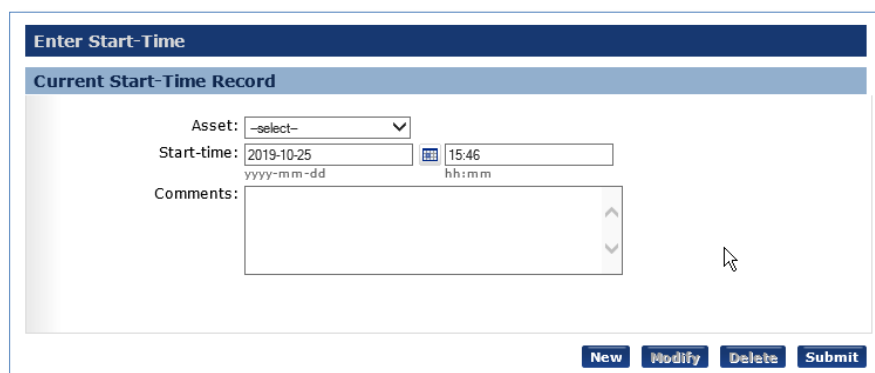
To be considered a long lead time asset, the pool asset must either: require more than 1 hour to synchronize to the interconnected electric system under normal operating conditions; or is able to synchronize but has varying start-up times for distinct portions of its energy output which require more than 1 hour to deliver, such as additional portions of its energy output.

A pool asset requiring more than 1 hour to synchronize to the interconnected electric system must submit to the AESO the time of day that such pool asset will be synchronized to the interconnected electric system.

For more information on long lead time assets, please see Information Document #2012-007R, *Long Lead Time Energy* ("ID #2012-007R").

#### 13.1 Long Lead Time Pool Asset Planning to Return from an Offline State

- (a) In the [Enter Start Time] section of the Automated Dispatch and Messaging System, select the desired pool asset, and enter an appropriate start time. The start time should reflect the time expected to synchronize to the grid.



**Note:** The start-time must be submitted at least 2 hours prior to the beginning of the settlement interval.

(b) Select the [Submit] button.

**Note:** Once the start-time has been submitted in the Automated Dispatch and Messaging System, the information appears in the energy market merit order. This step must be executed in order to appear in the energy market merit order as per subsection 2(2) of Section 202.4. If a pool participant deletes an existing start-time record, the pool asset is filtered out of the energy market merit order and does not receive a dispatch.

A pool asset that has previously indicated a start-time may withdraw its intention up to 2 hours prior to the start of the settlement interval.

**Note:** For a long lead time asset that is synchronized but has varying start-up times for distinct portions of its energy output (MW) and which requires more than 1 hour to deliver such additional portions of its energy, the distinct portions of its energy do not require a start-time to be submitted into the Automated Dispatch and Messaging System to receive a dispatch. The pool participant would reflect the eligibility of the delayed energy to receive a dispatch through their available capability declarations as per subsection 4 of Section 202.4 and further described in subsection 4 of ID #2012-007R.

### 13.1.1. Troubleshooting

#### ***Why can't I access the Automated Dispatch and Messaging System?***

To access any Automated Dispatch and Messaging System account, a security certificate must be installed on a computer. These certificates require the completion of an [ADaMS Request Form](#) which can be located at on the AESO website through the following path: [www.aeso.ca](http://www.aeso.ca) > Market > Market Participation > Joining the Energy Market.

#### ***What happens if I restate my long lead time generation to 0 MW? Do I have to restate my start time in the Automated Dispatch and Messaging System when my pool asset comes back to an online state?***

Once an available capability restatement has been made, long lead time assets must re-enter their new start time in the Automated Dispatch and Messaging System as per subsection 2(2) of Section 202.4.

## 14 Managing Operating Reserve and Energy Market Offers

The following explains the relationship between offers for energy and offers for operating reserve. The example illustrates when a restatement of an offer for energy with the range between available capability and minimum stable generation is lower than the quantity of contracted operating reserves.

When a restatement is made in the Energy Submission screen, if the AC less the MSG is lower than the quantity of contracted operating reserve, the warning below will be displayed stating [WARNING: 'AC minus MSG' value for 1 or more hours is lower than the quantity of contracted operating reserves. As a result of this action, you may have to revise operating reserve submission as soon as practicable.]

**WARNING: Confirm that this submission meets the applicable requirements as defined in the ISO rules. Press Yes to proceed with the submission.**  
**WARNING: 'AC minus MSG' value for 1 or more hours is lower than the quantity of contracted operating reserves. As a result of this action, you may have to revise operating reserve submissions as soon as practicable.**

In this example, the available capability and minimum stable generation is being restated for HE12.

# Information Document

## Energy Trading System Pool Participant Manual: Submissions

### ID #2013-001R



Enter Restatement for ABC Electric Ltd., AB1 Training Asset(AB1) Source for Apr 28, 2023

	Block 0		Offer Control		Block 1		Offer Control		Block 2		Offer Control		Block 3		Offer Control		Block 4		Offer Control		Block 5		Offer Control		Block 6		Offer Control		Reason			
	S/MWh	MW			S/MWh	MW			S/MWh	MW			S/MWh	MW			S/MWh	MW			S/MWh	MW			S/MWh	MW						
01	0.0	100	ABCE	150.0	297	ABCE																							297	0	10	Normal Operations
02	0.0	100	ABCE	150.0	297	ABCE																							297	0	10	Normal Operations
03	0.0	100	ABCE	150.0	297	ABCE																							297	0	10	Normal Operations
04	0.0	100	ABCE	150.0	297	ABCE																							297	0	10	Normal Operations
05	0.0	100	ABCE	150.0	297	ABCE																							297	0	10	Normal Operations
06	0.0	100	ABCE	150.0	297	ABCE																							297	0	10	Normal Operations
07	0.0	100	ABCE	150.0	297	ABCE																							297	0	10	Normal Operations
08	0.0	100	ABCE	150.0	297	ABCE																							297	0	10	Normal Operations
09	0.0	100	ABCE	150.0	297	ABCE																							297	0	10	Normal Operations
10	0.0	100	ABCE	150.0	297	ABCE																							297	0	10	Normal Operations
11	0.0	100	ABCE	150.0	297	ABCE																							297	0	10	Normal Operations
12	0.0	100	ABCE	150.0	297	ABCE																							0	0	0	Generator Trip
13	0.0	100	ABCE	150.0	297	ABCE																							297	0	10	Normal Operations
14	0.0	100	ABCE	150.0	297	ABCE																							297	0	10	Normal Operations
15	0.0	100	ABCE	150.0	297	ABCE																							297	0	10	Normal Operations
16	0.0	100	ABCE	150.0	297	ABCE																							297	0	10	Normal Operations
17	0.0	100	ABCE	150.0	297	ABCE																							297	0	10	Normal Operations
18	0.0	100	ABCE	150.0	297	ABCE																							297	0	10	Normal Operations
19	0.0	100	ABCE	150.0	297	ABCE																							297	0	10	Normal Operations
20	0.0	100	ABCE	150.0	297	ABCE																							297	0	10	Normal Operations
21	0.0	100	ABCE	150.0	297	ABCE																							297	0	10	Normal Operations
22	0.0	100	ABCE	150.0	297	ABCE																							297	0	10	Normal Operations
23	0.0	100	ABCE	150.0	297	ABCE																							297	0	10	Normal Operations
24	0.0	100	ABCE	150.0	297	ABCE																							297	0	10	Normal Operations

Standing Submission  Yes  No      Maximum Capability(MW)

The affected hours will be highlighted in red to point out which settlement intervals have offers that may need to be revised. Make necessary revisions as required.

**Note:** Restatements made through the file upload submissions will not generate the warning. The warning will only display in the energy submission user interface of the Energy Trading System.

**Note:** Due to the nature of energy storage assets, these assets are excluded from receiving the warning.

**Note:** Restatements for Ancillary Services are made using the Ancillary Service tab in the Submission area of the Energy Trading System. See the Ancillary Services Restatements and Substitutions manual which can be found on the AESO website using the following path: [www.aeso.ca](http://www.aeso.ca) > Market > Market Participation > System Tools > Energy Trading System (ETS) > ETS manuals.

**Note:** Pursuant to Section 203.3, enter an acceptable operational reason when restating the available capability of the asset, as in the above example. If the submission meets the applicable requirements as defined in the ISO rules, select [Yes] to continue with the submission. Select [No] to return to the energy grid to edit or complete the acceptable operational reason requirement.

- (a) [Save], [Print], or [Close] the acknowledgement. The AESO recommends each pool participant retains a copy of the acknowledgement for its records.

### 15 How to Identify an Offer Control Party

The AESO collects offer control party information from pool participants at an operating block level. That means that for every price and quantity pair in an offer to the energy market, up to 7 operating blocks, and in an offer to the dispatch down service market (1 operating block), pool participants provide the identity of one or more offer control parties for each operating block.

The AESO collects offer control party information for each transaction that has been cleared by the Watt Exchange, or alternative market, that is available to be issued a dispatch by the AESO. For offers made to the ancillary services market, for the purpose of compliance with Section 6 of the *Fair, Efficient and*

*Open Competition Regulation*, this includes offers for both standby and active operating reserves.

It is anticipated that, in the majority of situations, a single offer control party exists for each operating block and that relationship may never change. In the instance that the offer control party does change, the pool participant submits the identity of such party to the AESO.

If more than one party has an ownership stake in a pool asset, the AESO only needs to receive the identity of the party or parties that take an active role in the determination of the offers, on an operating block specific basis, for that pool asset. "Active role" also includes a party that may not be involved in day-to-day offer determinations but has a standing position on the make-up of the offer.

Examples:

- (a) A pool asset is jointly owned by Company A and Company B. However, Company B's interest is purely financial, and it has no influence in the determination of offers for the pool asset. The pool participant should show offer control for each operating block as Company A.
- (b) A pool asset is owned by a partnership/joint venture:
  - (i) If a delegation of authority has been agreed to between the parties, formally or implicitly, then the delegate is the offer control party. In the absence of such an agreement the parties need to determine if one or more parties is behaving in such a manner that suggests that it is the ultimate decision maker and they should then identify themselves as the offer control party, accordingly.
  - (ii) If the decisions are made collectively amongst more than one party, then the market participant should show each of the offer control parties on an operating block specific basis, as applicable.
- (c) If individual operating blocks within an offer are controlled by different parties then the pool participant should show the respective parties for each operating block.

In all situations regarding coordinated efforts between pool participants for submitting offers for energy into the power pool, pool participants are reminded to avail themselves of the complete set of requirements under the *Fair, Efficient and Open Competition Regulation*.

The focus is on collecting the identity of the pool participants that function as offer control parties. This approach aids in ensuring that the identities collected are reflective of the actual active players in the market.

Hypothetical Examples:

- (a) Alberta Generator Company Ltd. is a pool participant and a wholly owned subsidiary of FEOC Alberta Ltd. Alberta Generator Company Ltd. is the entity that decides how the energy from the generating pool asset is offered and as such they would be identified as the offer control party, not Alberta Generator Company Ltd.'s parent company.
- (b) Canada Electricity Ltd. is not a pool participant, but it alone decides how the energy from the pool asset it owns is offered. Canada Electricity Ltd. is a wholly owned subsidiary of 06XX29 Alberta Ltd., which is owned entirely by 12YY56 Alberta Ltd. In this situation, the offer control party would be identified as the highest company in that corporate hierarchy (the ultimate parent company, 12YY56 Alberta Ltd.) as none of the companies in the hierarchy are pool participants. However, as the search moves up the corporate structure in search of the ultimate parent company, if any of the entities is a pool participant then that company is reported as the offer control party.