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To	EMR Circular List
From	EMR Settlement Limited
Purpose	For information

Capacity Provider Activities in the run up to 2017/18 Delivery Year

Capacity Providers who have a Capacity Agreement for the 2017/18 Delivery Year need to complete the following activities before it begins:

- Register with EMRS
- Complete a metering test, if applicable
- Be able to submit metered volumes to EMRS

Unless all of these activities are completed satisfactorily and in a timely manner, you will not be able to receive Capacity Payments.

Registering with EMRS

Capacity Providers and any parties involved in secondary trading¹ will need to register with EMRS prior to the Delivery Year in order for EMRS to administer Capacity Payments as per their Capacity Agreement.

1. Registering with EMRS for the first time

If you have not registered with EMRS before, please complete the [WP22-Capacity Market Registration Form](#) and send to the [Service Desk](#).

The registration form asks for company details, settlement information, financial details and contact details. Each EMR Party must have one primary party authority and at least two finance authorities². Once authorised contacts are registered, they will also receive access to the EMR Settlement Portal. Please note, that EMRS requires **both a signed (by authorised contact) PDF version** and the **Excel version** to be sent back to us.

For more information, please see [WP22 – Capacity Provider Registration](#). Upon receipt of your forms, EMRS will validate and confirm your EMR Party ID within five working days.

Failure to complete the Registration Form may result in Capacity Payments not being made on time. It's recommended you've registered with EMRS **no later than 30 June 2017** to allow enough time to complete all activities prior to the start of the Delivery Year.

2. Amending registration details

If you have previously registered and are not sure what details EMRS holds about your organisation, please contact the [Service Desk](#).

¹Guidance document on Secondary Trading is available on the EMR Delivery Body website:

<https://www.emrdeliverybody.com/Capacity%20Markets%20Document%20Library/Secondary%20Trading%20Guidance%2025%20Jan%202017.pdf>

² For more information, please see [G4 – EMR Settlement Authorisations](#).

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If you need to amend any of the details EMRS holds, you will need to return a completed [WP31-EMR Party Details Amendment Form](#) to the [Service Desk](#). Please note that EMRS require **both a signed (by authorised contact) PDF version** and the **Excel version** to be sent back. We also require an **authorised contact** to be copied into the email before any changes can be updated. For further information, please refer to [WP31 - Amending EMR Party Details](#).

Metering Test

If, after completing Delivery Body metering assessment process³, a metering test is required for a Component within a CMU, a Capacity Provider needs to contact EMRS to request one.

A metering statement, as per [Schedule 6 of the Capacity Market \(Amendment\) Rules 2015](#), needs to be submitted for each Component that triggered a metering test. This must provide details of all Components making up the CMU.

All metering test requests as well as any required metering information needs to be submitted to [Service Desk](#) by **1 June 2017**. This will enable EMRS, on behalf of Electricity Settlement Company (ESC), to complete metering tests and issue metering test certificates in a timely manner. Any requests received after this date cannot be guaranteed to be completed in time.

For more information, please refer to [G1-Capacity Market Metering](#), [G20 Metering Statement Guidance](#), [WP197-Capacity Market Metering Test](#).

An unproven DSR CMU must also carry out a **DSR Test** in accordance with [Capacity Market Rule 13.2](#). If you have any queries regarding a DSR Test please email the [EMR Delivery Body](#) on emr@nationalgrid.com or call them on 01926 655300.

Submission of Metered Volumes to EMRS

Capacity Providers have to submit metered volumes to EMRS. How this is submitted will depend on the metering configurations and their associated metering pathways. EMRS can receive metered volumes from a number of sources:

- Balancing and Settlement Code Company (BSCCo) Balancing Mechanism Units (BMU);
- Half Hourly Data Aggregators (HHDA); and
- Self-submission by the Capacity Provider or their appointed Data Collector (DC).

BMU and HHDA data is submitted in accordance with the BSC Settlement Calendar and this calendar is available on the [ELEXON Portal](#).

Capacity Providers should ensure they allow sufficient time for this data to be submitted and importantly able to submit metered volumes to EMRS before the start of the Delivery Year. EMRS will confirm that we have received your submissions.

Please note:

- Where the **self-submission** by the Capacity Provider or their appointed Data Collector (DC) method is used this will be **checked as part of the metering test**.
- Where a Capacity Provider requires a **DSR test**, they will need to **submit Metered Volumes to EMRS** as this will allow the Delivery Body to calculate their base line data as part of their DSR Test.

³ Guidance document for completing Metering Assessments is available on the Delivery Body website: <https://www.emrdeliverybody.com/Lists/Latest%20News/Attachments/90/Metering%20Guidance%20Feb%2017%20v1.2.pdf>

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For more information, please see [WP195 - Capacity Market and CFD Metered Data](#).

Where can I get more information?

On 21 February 2017, EMRS, Electricity Settlements Company (ESC) and the EMR Delivery Body hosted a webinar on **Metering Assurance in the Capacity Market** which will assist those completing these processes. The webinar covered the metering assessments, metering statements and the metering tests and the associated timelines. It highlighted the common problems that Capacity Providers have encountered.

You can watch a replay of the webinar on [YouTube](#). The slides and a questions and answers sheet from the webinar are available on the [EMRS website](#).

We also recommend [G17-Capacity Provider Payments](#) as this provides details on the following:

- What are the different Capacity Provider payments?
- What is a System Stress Event?
- What can I do after a System Stress Event if I under delivered or over delivered?
- How are Capacity Provider payments calculated?
- Is VAT applicable to the Capacity Provider Payments?
- What happens if I don't provide required metered data for settlement?

If you have any further questions about this circular, please email the Service Desk on contact@emrsettlement.co.uk or call us on 020 7380 4333.