



Received Complete Date for Generators

June 2012

1 Background

Since the commencement of Group Processing the date on which a complete application for connection to the electricity system was submitted to the System Operators has been a date of importance for generators.

This date has been used

- To determine [in full or in part], eligibility for processing as part of a Gate
- For the purposes of awarding firm access to the Transmission System under the ITC¹ model.

Given the significance of this date, therefore, it is important that industry is aware of the information which is required to progress their application and the minimum detail required in order to secure a place in the queue. It is also important that the date assigned to a submitted application would be independent of the SO to whom an application was made.

2 Received Complete Date

Having considered the processes applied by each System Operator [SO] and the information which is deemed critical prior to processing of an application, the SOs will assign a 'Received Complete Date' to a project once that project has submitted an application form which has a certain minimum amount of information contained therein. The minimum amount of information will be largely as per Appendix 7 of the Gate 3 direction CER/08/260, which has been incorporated into the short form in use by each SO, and will apply regardless of whether the short form, or long form is required for processing².

In summary, the minimum information required in order for a project to be assigned a 'Received Complete Date' is as follows:

1. Initial application fee of €7,000 or full application fee applicable if less;³

¹ Incremental Transfer Capability

² DSO presently require a long form to be submitted for projects who consider they may be eligible as non-GPA.

³ The fee requirement is only applicable where a fee was required at the time of application. DSO was approved to charge a fee from mid-2009 only. For applications <500kW, the total fee is less than €7000 and this full fee is payable on application

2. Legal applicant name, address and company registration number (where available)
3. Contact name and address;
4. Preferred name of facility;
5. Generator address and grid coordinates (in Irish Grid or Irish Transverse Mercator Co-ordinate format) of the electrical connection point;
6. MEC;
7. MIC;
8. Map of the site in an appropriate metric scale, typically 1:50,000 Discovery Series, with a viewable area that allows the site location to be geographically uniquely identified. The position of the proposed connection point should be clearly marked with an X. The site boundary should be marked on the map by a defined outline boundary or cross hatched area. The copy (A3 paper/electronic as appropriate) must be legible at normal 100% resolution;
9. Generation Type (i.e. Wind, CCGT, OCGT, Biomass, etc);
10. Both SOs will require signed confirmation of landowner consent witnessed by a solicitor. However at present ESNB include this as part of the application form, whereas EirGrid request a separate statement;
11. Signed Use of Assumed Plant/Data Declaration⁴.

In addition for transmission customers submitting an application to EirGrid the following items will be required:

12. Number of months after a connection offer is signed and executed that the Facility will be ready to connect to the network;
13. Preference for single or multiple connecting circuits;
14. Two copies of signed confidentiality agreement;
15. Signed Grid Code Acknowledgement/Compliance Declaration;

In addition for distribution customers submitting an application to ESNB the following items will be required:

16. Signature of applicant and witness
17. Confirmation that applicant is independent from Contiguous Generation

Please note that once a Received Complete Date has been confirmed an application shall be included in the queue. The appropriate processing start date will be confirmed separately and in due course. For applications which may be progressed in advance of a Gate, currently non-GPAs, the processing start date will be confirmed only once all

⁴ To date this has not been requested by DSO and as such will not be a requirement until the declaration is available on the ESNB web-site

information required has been provided (at which point the customer will be advised of the expected offer issue date) .

3 Implementation

Given the relative simplicity of the items now required in order for an applicant to achieve a 'Received Complete Date', the SOs consider that in the majority of cases an application submitted will contain all items required and as such will be 'Received Complete' on initial submission. However in the event that additional information has to be requested from the customer, the SOs consider that any time taken by the SOs in assessing the information required and in requesting same will not be to the loss of the customer and the 'Received Complete Date' which will ultimately apply will take account of the time taken by the customer to respond to the SOs.

For example :

Initial application received	5 September 2012
SO advised re items missing	12 September 2012
Customer returns complete for	26 September 2012
Received Complete Date	19 September 2012 – this is the 5 th September plus the 14 days (12 Sept-26 th Sept) taken by the customer to respond.

4 Received Complete Date and Current Queue

With regard to the existing queue the SOs will rename the 'Date Application Received' currently recorded against a project to 'Received Complete Date..' i.e. there will be no change in queue order as a result of this clarified process.

The implementation of received complete date process does not in any way prejudice the CER's approach or decisions in the processing of applications for Gate 4, any other intended Gate in future, or method for awarding firm capacity under the ITC model. However should the criteria for determining inclusion in a Gate or awarding firm capacity under the ITC model be based on a date the 'Received Complete' will be the date used unless another date or criteria is identified by the CER as the deciding factor and notified to stakeholders.

5 Summary and Next Steps

The purpose of this document is

1. To ensure future applicants are aware of the minimum criteria necessary to obtain a place in the queue.
2. By publishing a single date all parties should be clear as to their position in the queue for selection for a Gate, processing in the ITC, or any other process for which the Received Complete Date might be relevant.
3. When an application is made the SO in question will confirm the status based on the information received, and will further confirm one of the following to applicants
 1. The Received Complete Date if all required information has been provided;
 2. What additional information is required in order to achieve a Received Complete Date and secure a place in the queue; or
 3. What information is required in order to secure a place in the queue and to progress their application⁵

Ultimately both SO's will revise the short form to reflect the key items to be included

⁵ As per earlier note, DSO presently require a long form (NC5) to process non-GPA applicants