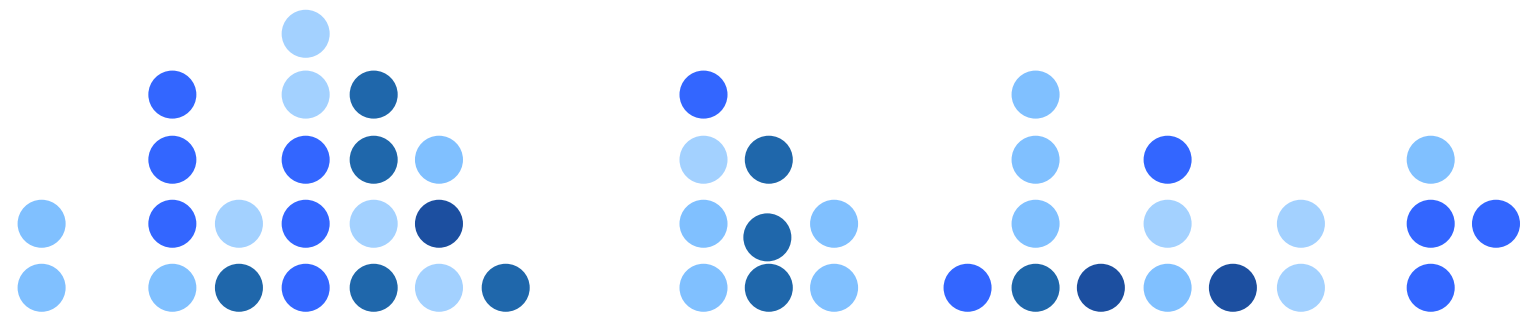


MARKET ADMINISTRATION MARKET MANUAL (Part 4 of 4)

REGISTRATION AND TRANSFER

This market manual contains the following application forms –

- ◆ Application Form for Load Facility Registration
- ◆ Request for Transfer of Load Registered Facility





Energy
Market
Company

Application form for Load Facility Registration

including explanatory notes

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

Why do you need to complete this form?

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

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

Why did EMC develop this form?

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

Who is eligible to apply for registration?

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

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

What type of load facility is eligible for registration?

Any type of *load facility* which is capable of providing any class of *reserve* to the *real-time markets* in accordance with the *market rules*, *market manuals* and *system operation manual* is eligible to apply.

What type of reserve can you offer?

You can offer primary *reserve*, secondary *reserve* and contingency *reserve* from your *load facility*.

How is reserve scheduled for your load facility activated?

For primary *reserve* and secondary *reserve*, your *load facility* will be automatically interrupted by devices such as Under Frequency Relay (UFR), when the system frequency drops below the pre-set frequency for the pre-defined duration (if any) as specified in the *system operation manual*.

For contingency *reserve*, the *PSO* will advise the *dispatch coordinator* of your facility to interrupt your *load facility*. The *dispatch coordinator* must reduce the *load* of your facility by the amount of contingency *reserve* scheduled within 10 minutes of the instruction being given by the *PSO*.

When can you restore your load after interruption?

If your *load facility* is issued a *dispatch instruction* for *reserve* and interrupts or decreases its *load* under the *market rules*, *market manuals* or *system operation manual*, its *load* shall not be restored until and unless directed or permitted by the *PSO*. As indicated in the *system operation manual*, such direction or permission is expected to be typically given within 30 minutes of the *load* interruption or decrease.

When will you know the outcome of your application?

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

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

Please fill in a separate form for **each** application for registration of a *load registered facility*. You can download additional copies of the form from the *EMC* website at www.emcsg.com.

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

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

Summary of registration requirements for a load registered facility

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

<p>A Meet the EMC's requirements</p>	<p>You must be sure that</p> <ul style="list-style-type: none"> • your facilities and equipment meet all applicable technical requirements set forth in the <i>market rules</i>, any applicable <i>market manuals</i> or <i>the system operation manual</i>; and • you are able to perform all the functions and obligations applicable to you under the <i>market rules</i>, <i>market manuals</i> or <i>system operation manual</i>. <p>If your facility is located outside of Singapore, the EMC may impose additional requirements for the registration of your facility.</p>
<p>B Meet the PSO's requirements</p>	<ul style="list-style-type: none"> • You must complete the PSO's Interruptible Load Facility (ILF) Standing Capability Data Form, meeting all the applicable technical requirements and attaching any required documents during submission. • The registration of your facility is subject to the PSO advising the EMC that such facility poses no threat to the <i>reliability</i> or <i>security</i> of the <i>PSO controlled system</i>.
<p>C Prepare and attach required documents</p>	<p>You must duly complete this application form in respect of your facility and provide all required supporting documents with your application, including the following:</p> <ul style="list-style-type: none"> • A certified true copy of your duly executed <i>connection agreement</i> with the <i>transmission licensee</i> for your facility. • An original duly completed and executed Certificate and Undertaking (in the form and on the terms prescribed in Appendix A of this application form) for your facility. • An original duly completed Interruptible Load Facility (ILF) Standing Capability Data Form required by the PSO for your facility. (Please refer to Appendix B of this application form.)
<p>D Standing Offer Data</p>	<p>You must comply with section D of this application form.</p>
<p>E Registration as a load registered facility</p>	<p>Your facility will be registered as a <i>load registered facility</i> if the EMC is satisfied that your facility meets all the requirements for such facility registration under the <i>market rules</i>, the applicable <i>market manuals</i> or the <i>system operation manual</i>. The EMC will notify you of the terms and conditions of the registration in an official notice to you. If your application is declined, the EMC will write to you stating the reasons.</p>

How can you find more information?

In addition to this form and the *market rules*, you can find more information by contacting the EMC Market Administration Team by telephone +65 6779 3000. Alternatively, you may visit the EMC website at <http://www.emcsg.com>.

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

A. APPLICANT DETAILS

Name of applicant: _____

Company registration number: _____

Registered Address: _____

B. REGULATORY DETAILS

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

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

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

Electricity licence number(s) _____

State activities exempted from licensing requirement _____

Exemption order number _____

2. **Derogation requested** Yes No

3. **Wholesale Electricity settlement account number:** _____

C. FACILITY DETAILS

4. **Name of the facility:** _____

5. **Name of owner of the facility:** _____

6. **Location of the facility:** _____

7. **What type(s) of *reserve* do you intend to provide from your facility?**

- Primary Secondary Contingency

8. Recorder ID number(s) _____

9. Under Frequency Relay ID NO. (for primary and secondary *reserve providers*)

(This could be the digital output contact in an integrated Recorder/Relay.)

10. Equipment/process where *load* will be reduced _____
(E.g. lighting *load*, aircon *load*, chiller plant, heaters, compressors, cold room etc.)

11. Designated *dispatch coordinator* for the facility: _____
(*Market Participant* authorised to submit *dispatch data* with respect to the *load registered facility*)

12. Contacts of the *dispatch coordinator* for the facility:

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

D. STANDING OFFER DATA

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

E. LOAD FACILITY REGISTRATION (FOR SUBMISSION TO THE PSO)

Please complete the *PSO's* Interruptible Load Facility (ILF) Standing Capability Data Form. (Please refer to **Appendix B** of this application form.) All relevant sections in the form must be duly completed. The duly completed form must be sent to the *EMC* together with all supporting documentation¹.

¹ The *EMC* will forward your completed form (and supporting documentation) to the *PSO*.

F. CHECKLIST OF SUPPORTING DOCUMENTS REQUIRED

You must attach the following documents to your application form:

- A certified true copy of your duly executed *connection agreement* with the *transmission licensee* for your facility.
- An original duly completed Interruptible Load Facility (ILF) Standing Capability Data Form required by the *PSO* for your facility. (Please refer to Appendix B of this application form.)
- An original duly completed and executed Certificate and Undertaking (substantially in the form and on the terms prescribed in **Appendix A** of this application form) for your facility.

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FOR EMC OFFICIAL USE ONLY

Facility Name (given by MO):

--	--	--	--	--	--	--	--	--	--

Approved by (Sign & Name): _____

Given to MA on (date): _____

G. COVENANT AND DECLARATION

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

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

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

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

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

Signed for and on behalf of _____
(Name of Applicant):

Signature: _____

Name of officer: _____

Position/designation: _____

Date: _____

H. EMC'S DISCLAIMER

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

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

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

Appendix A

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

CERTIFICATE AND UNDERTAKING

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

We, [■state name of applicant], refer to our Application Form for Load Facility Registration dated [■state date] for the registration of [■identify the relevant *load facility* here] ("our Facility") as a *load registered facility* under the *market rules* and applicable *market manuals* of the EMC ("our Application").

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

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

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

Signed for and on behalf of the _____
(Name of Applicant)

Signature: _____

Name: _____

Designation: _____

Date: _____

Appendix B

PSO's Interruptible Load Facility (ILF) Standing Capability Data Form²

² This PSO's Interruptible Load Facility (ILF) Standing Capability Data Form is not part of the Market Manual which this application form forms a part of. A copy of that form. A copy (being the current version as of the date of *publication* of this Application form for Load Facility Registration) is appended hereto for your convenient reference only. Please note that the PSO's Interruptible Load Facility (ILF) Standing Capability Data Form may be amended, updated or replaced from time to time and you should ensure that you obtain and use the most up-to-date version available at the time of your application.

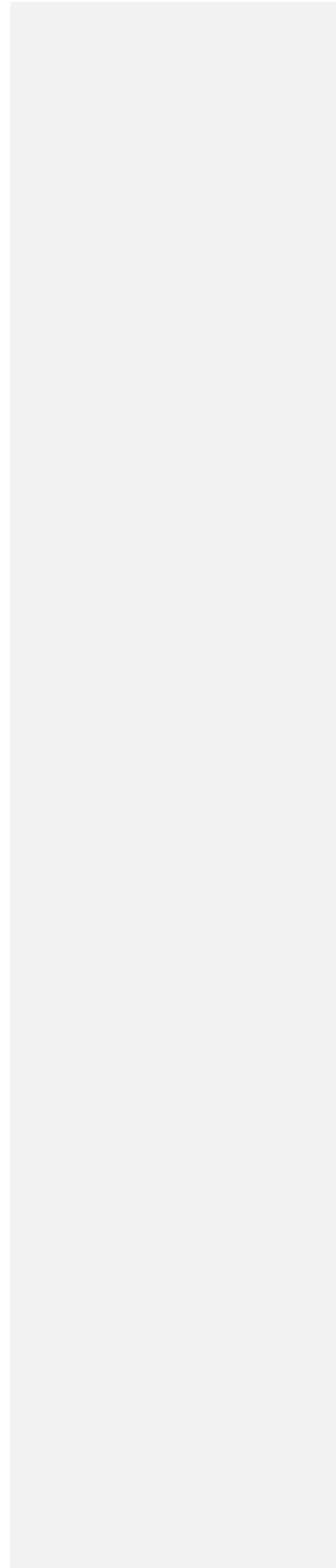
TABLE 13 – INTERRUPTIBLE LOAD FACILITY (ILF) STANDING CAPABILITY DATA				
To be completed by Retailer / Market Participant (MP) (with initial and company stamp on every page)				
Purpose of Submission: (New / Revised / Removed):				
Name of Retailer/ MP*:				
Owner Name of ILF:				
Site Address of ILF:				
Maximum Load of ILF:		MW		
Connection of ILF to the PSO controlled grid at voltage level:		*66000 / 22000 / 6600 / 400 V		
Name of Transmission Licensee’s substation serving the ILF:				
	Primary Reserve	Secondary Reserve	Contingency Reserve	Recorder ID
Maximum Reserve Capacity (Total) ¹ :	MW	MW	MW	
Maximum Reserve Capacity for Load #1:	MW	MW	MW	
Maximum Reserve Capacity for Load #2:	MW	MW	MW	
Maximum Reserve Capacity for Load #3:	MW	MW	MW	
Maximum Reserve Capacity for Load #4:	MW	MW	MW	
² Maximum Reserve Capacity for Load #5:	MW	MW	MW	
Under Frequency Relay Settings	Frequency	Hz	Hz	
	Time Delay		sec	
Monitoring-Recording-Activation (MRA) device Brand & Model: (To attached technical specifications)				
Under Frequency Relay Brand & Model: (To attached technical specifications)				
The following Supporting Documents must be submitted:				
1. Half-hourly load profile of Interruptible Load Facility for the immediate past 3 months (from Meter or MRA) controlled by the Designated Circuit-Breaker / Load-Management device				
2. Licensed Electrical Worker certified testing and commissioning reports of MRA device, Under-Frequency Relays (where applicable). The reports should include detailed single-line drawing of the ILF showing connection arrangement of relevant interruptible load, recorder, relays and switches.				
To be completed by EMC-MO				
Name: B1-B2-B3		ILxxxxxx-yyyyyyyyy-zzzzzzzz		
To be completed by PSO				
Reserve Provider Group:				
Reserve Provider Zone:				
Additional Information:		^ Denotes a space		

¹ This is the maximum reserve capacity of the load facility for each reserve class that the load facility is or seeks to be registered to provide. See Market Rules Chapter 6, Appendix 6E, Section E.2.1

² If number of load ID exceeds 5 numbers, pl submit in another sheet for Load#6 and beyond

Request for Transfer of Registration of Load Registered Facility

including explanatory notes.



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

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Why do you need to complete this form?

The EMC is licensed by the Energy Market Authority (“Authority”) to operate the *wholesale electricity market* in Singapore. One of the EMC’s responsibilities is to manage the registration of facilities in the *wholesale electricity market*, including the transfer of registration of *load registered facilities*. You must complete and file this form with the EMC to request to have the registration of your *load registered facility* transferred to another *market participant*.

Why did EMC develop this form?

The EMC has developed this form to facilitate the transfer process described in the *market rules*. You should read the relevant sections of the *market rules* prior to completing the forms. Please also read the EMC disclaimer at the end of this form.

Who is eligible to request for transfer of registration of a load registered facility?

The *market participant* whose registration of its *load registered facility* is to be transferred (the “transferor”), may, after this form is duly completed, file this form with the EMC to request to transfer the registration of that *load registered facility*.

~~The other market participant.~~ **Who is eligible to be identified as a proposed transferee, in favour of whom the request for transfer of registration is to be made, (the “proposed transferee”):**

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~~• must hold (or be exempt from holding) a valid and relevant electricity licence permitting its participation in the wholesale electricity market, and its causing or permitting any relevant physical service to be conveyed into, through or out of the transmission system, from the of a load registered facility;~~

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~~must be~~ **A person who is an existing market participant who or a participation applicant may be identified as a proposed transferee in this form if:**

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- ~~it is willing and able to assume control of the load registered facility, with effect on and from the effective date of transfer of registration of the load registered facility;~~
- ~~must where it is an existing market participant, it is not be~~ a suspended market participant; and
- ~~where it is a participation applicant, it is, to the EMC’s satisfaction, likely to be able to meet, on or before the proposed date of transfer of registration, all the requirements to be registered by the EMC as a market participant;~~

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What type of load registered facility is eligible for transfer of registration?

The registration of any type of *load registered facility* is eligible for transfer, if after the transfer of registration to the proposed transferee:

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- the *load registered facility* remains capable of meeting all relevant technical requirements set forth in the *market rules*, any applicable *market manuals* or the *system operation manual*; and
- the proposed transferee is able to perform all the functions and obligations applicable to it under the *market rules*, *market manuals* and the *system operation manual* in respect of the *load registered facility*.

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When must you file this form with the EMC?

Under the *market rules* ~~requirement~~, you must file a request for transfer of registration with the EMC at least 10 business days before the proposed effective date of transfer of registration. Please be reminded that the *market rules* also require you to provide a copy of this form to the *transmission licensee* and the *PSO* at the same time.

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[†] The term ‘effective date of transfer of registration’ as used in this form, in respect of a *load registered facility*, means the actual date on which the transfer of registration of that *load registered facility* is effected by the EMC under section 6.2.2 of the *market rules*. Please also see the section under the heading “**When will the transfer of registration be effective?**”

When will the transfer of registration be effective?

The transfer of registration of your *load registered facility* will take effect on: the effective date of transfer of registration, which is the later of, the proposed ~~effective~~ date of transfer of the registration (as specified in the request made via this form), or the 10th *business day* from when the EMC is satisfied that the request satisfies all the requirements of section 6.2.1 of Chapter 2 of the *market rules* and of this *market manual*. Notwithstanding the foregoing, the EMC may agree with you and the proposed transferee to effect the transfer of registration of your *load registered facility* on a different date, in which case 'effective date of transfer of registration' shall mean such agreed date.

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Notwithstanding the foregoing, the EMC's transfer of registration of your *load registered facility* shall be subject to the EMC being satisfied, on the effective date of transfer of registration of the *load registered facility*, that the following conditions are satisfied:

- the proposed transferee is a *market participant* and is not a *suspended market participant*, and
- the proposed transferee holds (or is exempt from holding) a valid and relevant *electricity licence* permitting its *participation* in the *wholesale electricity market* and its causing or permitting any relevant *physical service* to be conveyed into, through or out of the *transmission system*, to or from the *load registered facility*.

The EMC will notify you and the proposed transferee in writing of the outcome of your request. If your request is declined, the notification will identify why this was the case.

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A duly and accurately completed form will expedite EMC's processing of your request for transfer of registration.

It is strongly recommended that you do not change any current information relating to the *load registered facility* which registration is to be transferred, except where permitted or required by sections C, D and E of this form. Doing so might require the *load registered facility* to be retested and would delay the approval of the transfer of registration.

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What should you do if you wish to transfer the registration of more than one *load registered facility*?

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Please fill in a separate form for **each** *load registered facility* which registration is to be transferred. To do this, you can download additional copies of the form from the EMC website: www.emcsg.com.

Is there an application fee for your request to transfer your *load registered facility*?

There is no application fee payable for your request to transfer the registration of your *load registered facility*.

Summary of requirements for transfer of registration of a *load registered facility*

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

<p>A Meet <u>pre-transfer</u> <u>the eligibility requirements for the proposed transferee</u></p> <p><u>Decide on proposed date of transfer</u></p>	<ul style="list-style-type: none"> The proposed transferee: <ul style="list-style-type: none"> must hold (or be exempt from holding) a valid and relevant electricity licence permitting its participation in the wholesale electricity market, and its causing or permitting any relevant physical service to be conveyed into, through or out of the transmission system, from the load registered facility; must be an existing market participant who is willing and able to assume control of the <i>load registered facility</i>; with effect on and from the effective date of transfer of registration of the load registered facility. must if it is an existing market participant, not be a suspended market participant, and if it is a participation applicant, must, to the EMC's satisfaction, be likely to be able to meet, on or before the proposed date of transfer of registration, all the requirements to be registered by the EMC as a market participant. <p>The transferor and the proposed transferee must decide on the proposed effective date of transfer of registration of the <i>load registered facility</i> and the transferor must file this form with the EMC at least 10 <i>business days</i> prior to the proposed effective date of transfer of registration.</p>
<p>B Prepare and attach required documents</p>	<p>This form must be duly completed and signed by, or on behalf of, each of the transferor and the proposed transferee, in respect of the relevant <i>load registered facility</i>, which registration is to be transferred.</p> <p>All required supporting documents must be provided with this form, including the following:</p> <ul style="list-style-type: none"> an original duly completed and executed certificate and undertaking by, or on behalf of, the proposed transferee (substantially in the form and on the terms prescribed in Appendix A of this form); and a certified true copy of a duly executed <i>connection agreement</i> between the proposed transferee and the <i>transmission licensee</i> with respect to the <i>load registered facility</i>, which registration is requested to be transferred under this form.
<p>C Standing Offer Data</p>	<p>The proposed transferee must comply with section D of this form.</p>
<p>D Transfer of <u>Load/load registered facility</u></p>	<p>If, on the EMC is satisfied that all requirements for <u>effective date of transfer of registration of the relevant load registered facility, the EMC is satisfied that the following conditions are met, and provided that satisfied:</u></p> <ul style="list-style-type: none"> the proposed transferee on the date of such transfer remains is a <i>market participant</i>, and is not a <i>suspended market participant</i>; the EMC will approve; and

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	<ul style="list-style-type: none"> • <u>the proposed transferee holds (or is exempt from holding) a valid and relevant electricity licence permitting its participation in the wholesale electricity market and its causing or permitting any relevant physical service to be conveyed into, through or out of the transmission system, to or from the load registered facility.</u> <p><u>the EMC will transfer the registration of that load registered facility at such date as prescribed in the market rules on the effective date of transfer of registration.</u></p> <p>The EMC will advise <u>you the transferor</u> and the proposed transferee of the effective date of transfer in an official notice <u>to you</u>. If <u>your</u> request is declined, the EMC will write to <u>you the transferor and the proposed transferee</u> stating the reasons.</p>
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How can you find more information?

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

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

Electricity licence number(s) _____

State activities exempted from licensing requirement _____

Exemption order number _____

11. **Name of the transferor** _____

Company registration number _____

Registered address _____

12. **Does the transferor hold any derogation relevant to the facility? If yes, please attach details of derogation.**

- Yes No

13. **The transferor's wholesale electricity settlement account number**

C. PROPOSED TRANSFEREE'S DETAILS

(to be completed by the proposed transferee)

14. **What activities relating to *electricity* is the proposed transferee authorised to undertake under its existing electricity licence(s)?**

Note: Please check one or more of the following boxes to indicate the type of activities authorised under the proposed transferee's existing electricity licence(s).

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

Electricity licence number(s) _____

State activities exempted from licensing requirement _____



Exemption order number _____

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In addition to the above, if the proposed transferee has applied for any *electricity licence(s)*, and/or is seeking to rely on other exemption(s), please state details below:

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15. Name of the proposed transferee _____

Company registration number _____

Registered address _____

16. Is the proposed transferee a participation applicant? Yes No

Is the proposed transferee a market participant? Yes No

Is the proposed transferee a suspended market participant? Yes No

17. The proposed transferee's wholesale electricity settlement account number, (if available)

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18. Does the proposed transferee hold any derogation relevant to the facility? If yes, please attach details of derogation.

Yes No

19. Designated *dispatch coordinator* for the facility (to be effective on transfer of registration)

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20. Designated *dispatch coordinator* contacts for the facility (to be effective on transfer of registration):

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

Fax Nos.		
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D. STANDING OFFER DATA

The proposed transferee must provide a *standing offer* for each class of *reserve* that is provided from the *load registered facility*. Each such *standing offer* shall only be effective on and from the effective date of the transfer of registration of that facility. Each such *standing offer* for that facility must be submitted to the *EMC* in the data format required by and in accordance with the *EMC's* Market Operations Market Manual on Standing Offers, Offer Variations and Standing Data (Chapter 6 of the Market Rules).

E. SUPPORTING DOCUMENTS REQUIRED

The proposed transferee must provide to the transferor and the transferor must attach the following documents, when filing this form with the EMC:

- a certified true copy of the *connection agreement* between the proposed transferee and the *transmission licensee* with respect to the *load registered facility*, which registration is sought to be transferred under this form.

- an original duly completed and executed Certificate and Undertaking from the proposed transferee (substantially in the form and on the terms prescribed in **Appendix A** of this form) for the *load registered facility*, which registration is sought to be transferred under this form.

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F. COVENANT AND DECLARATION OF THE TRANSFEROR TO THE EMC

We, the undersigned transferor, having read and fully understood the *market rules*, the terms of this form, the applicable *market manuals*, the *system operation manual*, the *Electricity Act*, and any other applicable laws, codes, rules, procedures or policies that are relevant to or regulate the *wholesale electricity markets* (collectively the 'Regulations'), and/or having had the benefit of relevant independent advice, hereby request to transfer the registration of our *load registered facility* to and in favour of the proposed transferee, as stated in this form.

We hereby agree to be bound by, and to comply with, all the Regulations which may be applicable to us, the request for transfer of registration herein, the facility and our participation in the relevant *wholesale electricity markets*.

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

[We hereby undertake to immediately notify the EMC of any change to any information provided in relation to the request for transfer of registration herein.](#)

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

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

Signed for and on behalf of _____
(Name of the transferor)

Signature: _____

Name of officer: _____

Position/designation: _____

Date: _____

G. COVENANT AND DECLARATION OF THE PROPOSED TRANSFEREE TO THE EMC

We, the undersigned proposed transferee, having read and fully understood the *market rules*, the terms of this form, the applicable *market manuals*, the *system operation manual*, the *Electricity Act*, and any other applicable laws, codes, rules, procedures or policies that are relevant to or regulate the *wholesale electricity markets* (collectively the 'Regulations'), and/or having had the benefit of relevant independent advice, hereby request to transfer the registration of the transferor's *load registered facility* to us and in our favour, as stated in this form.

We hereby agree to be bound by, and to comply with, all the Regulations which may be applicable to us, the request for transfer of registration herein, the facility and our participation in the relevant *wholesale electricity markets*.

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

We hereby undertake to immediately notify the EMC of any change to any information provided in relation to the request for transfer of registration herein, including without limitation, of any change in respect of our electricity licence or exemption(s) therefrom (if any), and of any change in the status of our application for any electricity licence and/or exemption(s) therefrom (if any).

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

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

Signed for and on behalf of _____
(Name of the proposed transferee)

Signature: _____

Name of officer: _____

Position/designation: _____

Date: _____

H. EMC'S DISCLAIMER

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

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

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

Appendix A

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

CERTIFICATE AND UNDERTAKING

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

We, [■state name of the proposed transferee], refer to the Request for Transfer of Registration of Load Registered Facility submitted by [■state name of the transferor] (the "Transferor") dated [■state date] for the transfer of the registration of [■identify the relevant *facility* here] ("the Facility") as a *load registered facility* under the *market rules* and applicable *market manuals* of the EMC ("the Request").

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

- 1) we will have, on and from the effective date of transfer of the registration of the Facility by the EMC, operational control and authority over the Facility for the purposes of the *market rules*;
- 2) all the facilities and equipment, to which this Request relates, meet all applicable technical requirements under the *market rules*, the applicable *market manuals* and the *system operation manual*;
- 3) we have adequate qualified personnel and organisational and other arrangements that are sufficient to enable us to perform all of our functions and obligations as may be applicable to us as *market participants* under the *market rules*, the applicable *market manuals* and the *system operation manual*, including reliable services during normal and emergency situations, in respect of our participation in the *wholesale electricity market*;
- 4) we are willing and able to assume, and will assume, control of the Facility with effect on and from the effective date of transfer of registration of the Facility; and
- 5) we will comply with all provisions of the *market rules*, the applicable *market manuals* and the *system operation manual*, and any *contracted ancillary service contract*, as applicable to the Facility, as if we are the Transferor with effect on and from the effective date of transfer of registration of the Facility.

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

Signed for and on behalf of the _____
(Name of the proposed transferee)

Signature: _____

Name: _____

Designation: _____

Date: _____