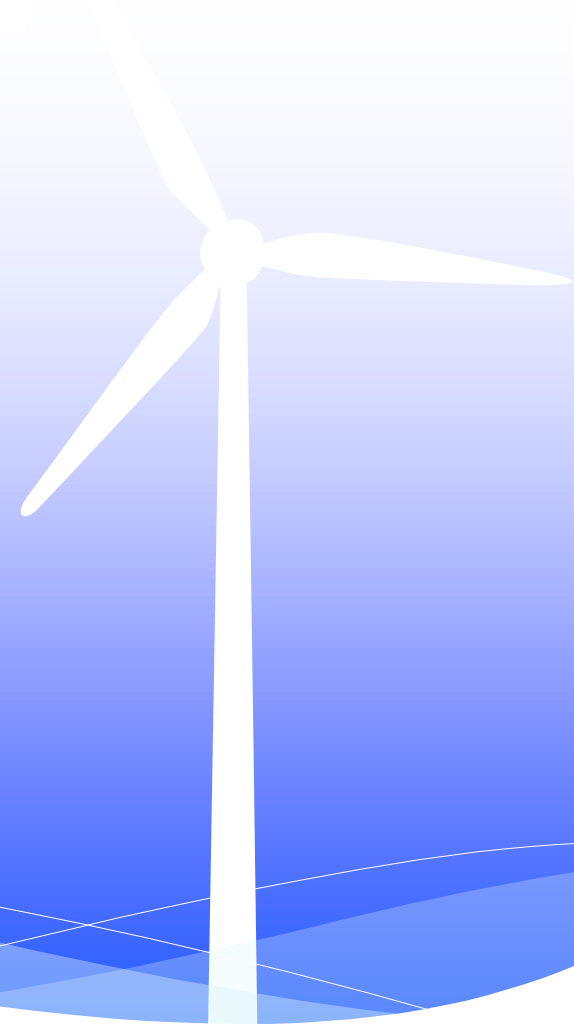




NEPOOL GIS

2023 Registration & Help
Center Training



Agenda



- I. Team Introduction
- II. Introduction to NEPOOL GIS Account Registration
 - I. Overview NON-NEPOOL vs NEPOOL Accounts
 - II. Account Types
 - III. Account Registration
- III. Introduction to NEPOOL GIS Project Registration
 - I. Process Overview
 - II. Project Types
 - III. Generator Registration
- IV. Help Center Overview
- V. Overview on Key dates
- VI. Q&A

Introductions



NEPOOL GIS Team



Bao Ngo

Joined APX in 2005

Dedicated and results-driven professional with a proven track record spanning over 18 years, demonstrating expertise in Renewable Energy Certificate (REC) registry operations, Carbon Offset Registries, Demand Response (DR) program management, professional services consulting, and Wholesale Power Markets operations. A strategic leader consistently achieving success through an in-depth understanding of renewable energy, carbon offset programs, and the complexities of wholesale power markets.

Elena Barahona

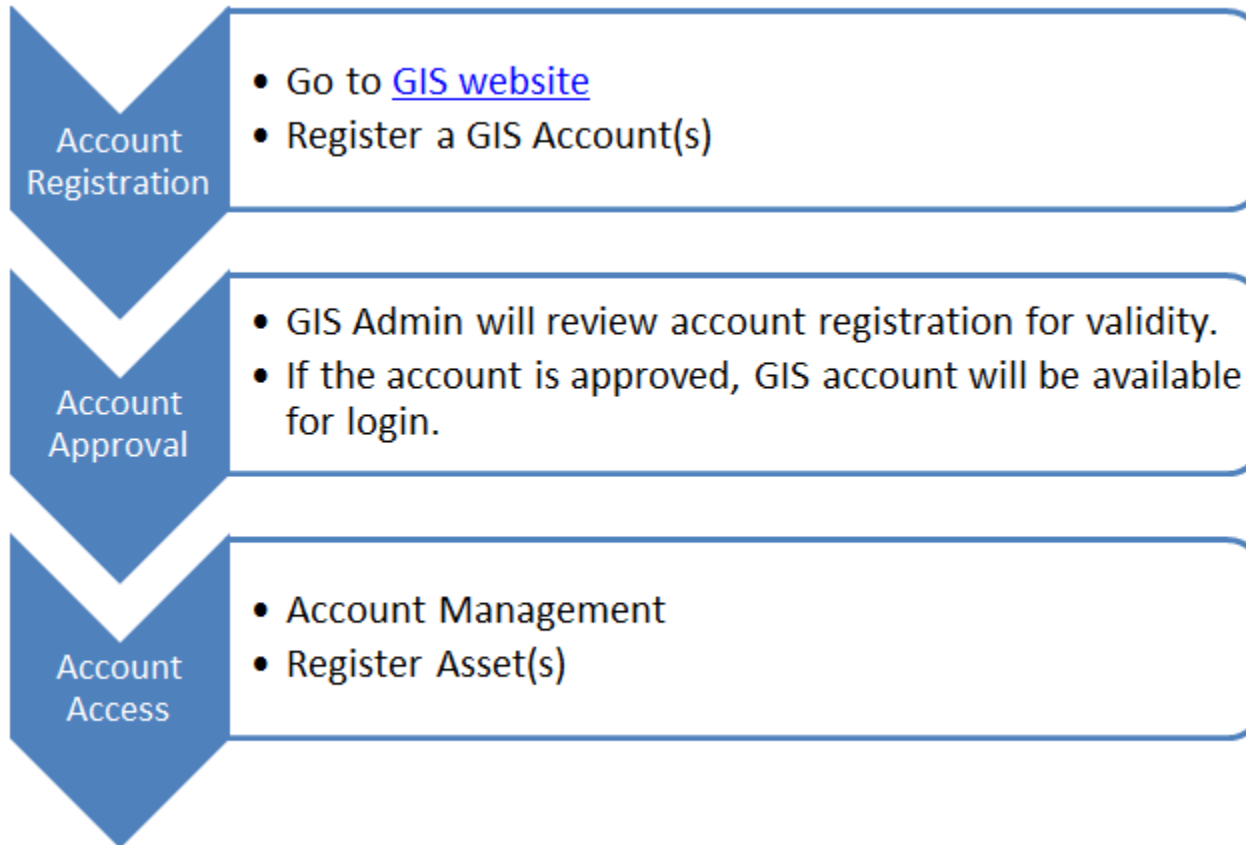
Joined APX in 2022

As a client management specialist for both the NCRETs and NEPOOL GIS registries my goal is to provide proactive and timely customer service for our users and partners, as well as guidance through the implementation of new tools and processes.

Account Registration Process Overview



Process



Account Types



Account Types

Below are the different GIS Account Types and functionality available for each account type:

- **Load Serving Entity (LSE)**
 - Ability to manage load assets and corresponding load obligation certificates
 - Can register new and manage existing generating assets
 - Can send and receive certificates
 - Can retire certificates in retail sub-account (RPS compliance purposes)
 - Can execute reserved transactions (general purpose retirements)
- **Generator**
 - Ability to register new and manage existing generating assets
 - Can send and receive certificates
 - Can execute reserved transactions (general purpose retirements)
 - Residential homeowners and solar companies often apply for this account however, it is not limited to those individuals or groups.
- **Trader**
 - Ability to register new and manage existing generating assets
 - Can send and receive certificates
 - Can execute reserved transactions (general purpose retirements)
- **Independent Verifier**
 - Ability to upload generation data for GIS projects

Account Registration



Process



To Register a new Non-NEPOOL GIS account, User takes the following steps:

1. Go to <http://www.nepoolgis.com/>
2. Under the Registry Login box, click the 'Register' button as shown below:



NON-NEPOOL Process

3. In the New Account Application page, enter data into all fields denoted with an asterisk.

- **Account Type:** Select the account type checkbox(es). (See Section B for more information)
- **Parent Company Name:** Data entry in this field is optional.
- **Company/Account Name:** Enter the Company/Account Name

Account Type: *	<input checked="" type="checkbox"/> Generator	<input type="checkbox"/> LSE
	<input type="checkbox"/> Trader	<input type="checkbox"/> Independent Verifier
NEPOOL Member:	<input type="checkbox"/> (if checked, DUNS Number and NEPOOL ID are required)	
Residential/Non-Corporate Account:	<input type="checkbox"/> (check for Yes)	
DUNS Number:	<input type="text" value="NA"/>	(9 - 13 alphanumeric)
NEPOOL ID:	<input type="text" value="NA"/>	(1 - 9 numeric characters)
Parent Company Name:	<input type="text"/>	
Company/Account Name: *	<input type="text" value="Test Account 2018"/>	

NEPOOL Process



3. In the New Account Application page, enter data into all fields denoted with an asterisk.

- **Account Type:** Select the account type checkbox(es) (See Section B for more information)
- **NEPOOL Member:** Select checkbox.
- **DUNS Number:** Enter DUNS number (9-13 alphanumeric).
- **NEPOOL ID:** enter NEPOOL ID.
- **Parent Company Name and Company/Account Name:** Data entry for these fields are optional for NEPOOL Members.

Account Type: *	<input checked="" type="checkbox"/> Generator	<input type="checkbox"/> LSE
	<input type="checkbox"/> Trader	<input type="checkbox"/> Independent Verifier
NEPOOL Member:	<input checked="" type="checkbox"/>	(if checked, DUNS Number and NEPOOL ID are required)
Residential/Non-Corporate Account:	<input type="checkbox"/>	(check for Yes)
DUNS Number:	<input type="text" value="123456789012"/>	(9 - 13 alphanumeric)
NEPOOL ID:	<input type="text" value="123456789"/>	(1 - 9 numeric characters)
Parent Company Name:	<input type="text"/>	
Company/Account Name: *	<input type="text"/>	

Process



4. In the GIS-Specific Contact Info section, enter data into all fields denoted with an asterisk.

GIS-Specific Contact Info

Contact Person*	<input type="text"/>
Address1*	<input type="text"/>
Address2:	<input type="text"/>
City*	<input type="text"/>
State/Province*	Select One ▼
Country*	USA
Zip or Postal Code*	<input type="text"/> (format: US 12345 / Canadian a1b 2c3)
Phone Number*	<input type="text"/> (format: 123-456-7890)
Fax Number:	<input type="text"/> (format: 123-456-7890)
E-mail*	<input type="text"/> (format: abc@apx.com)
Web Site:	<input type="text"/> (format: www.apx.com)

Choose your Login Name and Password:

Login Name*	<input type="text"/> (1 to 20 alphanumeric)
Password*	<input type="password"/> (5 to 20 alphanumeric)
Confirm Password*	<input type="password"/>
Security Question*	<input type="text"/>
Security Answer*	<input type="text"/>

* Required Field

Process



Non-NEPOOL Participant Account Holder Agreement

Please review the **Non-NEPOOL Participant Account Holder Agreement** below. Fill out the first and last name as well as the title fields at the bottom of the form. Once the form is filled out the I Agree button will become enabled. Clicking I Agree will take you to the next step of the Account Registration process. Clicking Later will prompt the agreement to be accepted again at account activation. [Download the complete Non-NEPOOL Participant Account Holder Agreement](#)

I Agree

Non-NEPOOL Participant Account Holder Agreement
By this Agreement dated 1/4/2018 11:36:42 AM, Test 2018 ("Non- NEPOOL Participant"), [a CALIFORNIA [corporation] with its principal office in San Jose, CALIFORNIA] [a person whose principal place of residence is _____] agrees to comply with all of the terms and conditions of the Generation Information System Development and Administration Agreement dated as of October 26, 2001, by and between the entities that are Participants from time to time in the New England Power Pool, a voluntary association, pursuant to the Restated New England Power Pool Agreement dated as of September 1, 1971, as amended and restated from time to time (the "NEPOOL Participants") and Automated Power Exchange, Inc. (the "GIS Agreement"), and the New England Power Pool Generation Information System Operating Rules (the "GIS Operating Rules"), each as amended, modified or restated from time to time, to the same extent as if the

I Agree IN WITNESS WHEREOF, the undersigned have caused this agreement to be executed as of the date above.

I have read the Non-NEPOOL Participant Account Holder Agreement and have the authority to bind my organization.

Non-NEPOOL Participant:

First and Last Name:

Title:

Note: An account activation email will be sent to the email registered under the GIS-Specific Contact Info section to Activate account. Please see the Activate New Account Registration page for instructions on how to activate a new GIS account.

Activating New Account

From: emt-registry-test@apx.com
To: Bao Ngo
Cc:
Subject: NEPOOL - GIS account created

Sent: Thu 1/4/2018 8:37

Congratulations, you have completed the first step of the Account Registration process. The final step must still be completed for your account to reach the GIS Administrator.

The final step requires you take action to activate Your Account.

Click on the following link in this e-mail and then login to the GIS. Once you have completed the login, you will have completed the final step.

<https://gis-app-qa01.apx.com/myModule/reg/actAcc.asp?id=19016>

If an error message appears when you click on the link, or if your My Account window does not function properly, copy the link, paste it into the address line on your browser window, and press the Enter key to access the NEPOOL GIS system. Make sure you select the entire link.

Once activated, you will have limited access and functionality until the GIS administrator approves your account. Approval should take no longer than one week. You will receive an e-mail message with approval verification or with a request for more information.

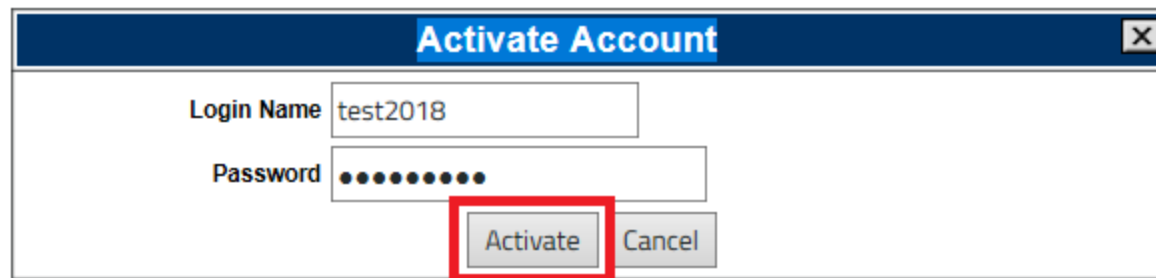
GIS Administrator
Phone: 408-899-3343
Email: emt-registry-test@apx.com

Note: Check for an email with the subject 'NEPOOL – GIS Account created' and click on the hyperlink provided in the email

Activating New Account

In the Activate Account page, enter the account Login Name and Password for the new account.

Click the 'Activate' button to activate the account.



The screenshot shows a web dialog box titled "Activate Account". It contains two input fields: "Login Name" with the value "test2018" and "Password" with ten dots. Below the fields are two buttons: "Activate" and "Cancel". The "Activate" button is highlighted with a red rectangular border.

Note: GIS Administrator will be notified after an Account Registration has been activated. GIS Administrator verifies the GIS account registration and approves the GIS account. Users cannot log into NEPOOL GIS until the account has been approved by a GIS Administrator.

Generator Registration



Process




1. In the Account Dashboard, locate the **Asset Management**.
2. Under the **Asset Management** module, click on the Register Non-Nepool Generator hyperlink as pictured below:

Asset Management

						Total Assets 4
Unit ID	Plant - Unit	Reveal Output to Regulators	Generator Type	Status	Modify	Generation/Emission
NON107928	Test1 - MultiFuel	Yes	Non-NEPOOL Gen	Approved	JUL 2017	
NON107929	Test1 - Single Fuel	No	Non-NEPOOL Gen	Approved	JUL 2017	
NON107933	Test5 - Multi Fuel	No	Non-NEPOOL Gen	Approved	JUL 2017	
NON92761	Tester1	Yes	Non-NEPOOL Gen	Approved	JUL 2017	

[View All Forward Certificates](#) | [Cre](#)

[Register Non-NEPOOL Generator](#) 

[Register C&LM Generator \(Admin Only\)](#)

[Register DR Generator \(One Only\)](#)

(New NEPOOL Generators will appear above after registration in MSS.)

NON- NEPOOL Process

3. In the New Generator Information page, enter data into all fields denoted with an asterisk.

NEPOOL Generator:	No
Plant Name:	<input type="text"/>
Unit Name: *	<input type="text"/>
Name Plate Capacity: *	<input type="text"/> (MW)
Location of generating unit: *	New England (ISO New England Control Area) ▼
City: *	<input type="text"/>
State: *	Select One ▼

Labor Characteristics

Majority of employees operating at generation plant are employed under collective bargaining agreement: (check for yes)

If generating plant experienced a labor dispute in the most recent calendar year, replacement workers were used: (check for yes)

NEPOOL Process

3. In the Generator Information page, enter data into all fields denoted with an asterisk.

NEPOOL Generator:	Yes
MSS Unit ID:	
Plant Name:	UNDERSMW
Unit Name: *	MSS Test Project
Status:	Need Info
Name Plate Capacity: *	0.000 (MW)
Location of generating unit: *	New England (ISO New England Control Area) ▼
City: *	
State: *	Select One ▼

Labor Characteristics

Majority of employees operating at generation plant are employed under collective bargaining agreement: (check for yes)

If generating plant experienced a labor dispute in the most recent calendar year, replacement workers were used: (check for yes)

Process



Vintage

Vintage (month and year of commercial operation) *

(format: MM/YYYY)

Repowering/derate date:

(format: MM/YYYY)

Capacity addition/subtraction:

(MW)

Refurbishment date:

(format: MM/YYYY) (Relevant to Maine RPS)

Date Operation Recommended after at Least Two Years of Not Operating:

(format: MM/YYYY) (Relevant to Maine RPS)

Date recognized by System Operators as capacity resource after not being recognized as a capacity resource for at least two years:

(format: MM/YYYY) (Relevant to Maine RPS)

FERC hydroelectric license relicensing date:

(format: MM/YYYY)

Process



Emissions Reporting

CEM Reporting:

(check for yes)

Ability to Cogenerate Electricity and Steam:

(check for yes)

ORIS PL:

(1 - 6 numeric characters)

Emissions Unit ID(s):

(1 - 6 alphanumeric characters, separate multiple ids with semicolons)

Peer unit name and address (if not reporting actual generator emissions):

Single Fuel Multi Fuel

Fuel Type

* Required Field

[Privacy Policy](#)

Selected	Short Description	Description
<input checked="" type="checkbox"/>	Air-source heat pump	Air-source heat pump
<input type="checkbox"/>	Biodiesel1	100% neat
<input type="checkbox"/>	Biodiesel2	Less than 100% neat
<input type="checkbox"/>	Biogas	Biogas
<input type="checkbox"/>	Biomass	Biomass

4. Click the 'Next' button to go to the next page.

Process



METER

Independent Verifier:

Self Reporting

Submit for Approval

Cancel

5. In the second page of the New Generator Application, leave all the RPS Certification checkboxes blank and select an Independent Verifier from the Independent Verifier drop down.
6. Click on the 'Submit for Approval' button to register the new project.

Note: A Unit ID will be created once the project is registered. User can view the Unit ID by going back to the **Asset Management** module. Projects will be in a 'Pending' status until a GIS Administrator reviews and approve the project. GIS Administrator requires State RPS certification in order to approve a GIS project.

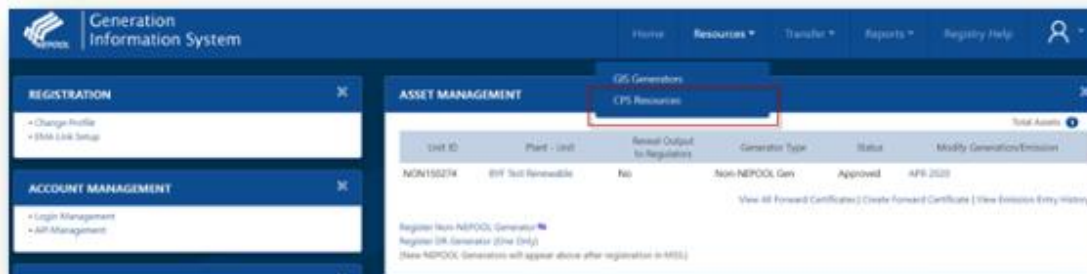
CPS Resource Process

1. Log into NEPOOL GIS
2. In the menu bar click on the **Resources** menu option.



The screenshot shows the NEPOOL Generation Information System interface. The top navigation bar includes 'Home', 'Resources', 'Transfer', 'Reports', and 'Registry Help'. The 'Resources' menu is expanded, showing 'CPS Generators' and 'CPS Resources'. The main content area displays a table with columns: Unit ID, Plant - Unit, Renewal Output to Regulators, Generator Type, Status, and Modify Generation/Emission. A single row is visible with Unit ID 'NON10274', Plant - Unit 'BYT Test Renewable', Renewal Output to Regulators 'No', Generator Type 'Non-NEPOOL Gen', Status 'Approved', and 'AFS 2020'. Below the table, there are links for 'View All Forward Certificates', 'Create Forward Certificate', and 'View Emission Entry History'. On the left, there are sections for 'REGISTRATION' and 'ACCOUNT MANAGEMENT'.

3. Select **CPS Resources**.



This screenshot is identical to the previous one, but the 'CPS Resources' option in the expanded 'Resources' menu is highlighted with a red box, indicating the next step in the process.

CPS Resource Process

4. In the **CPS Resources** screen, the User can view the list of registered CPS Resources and/or register a new CPS Resource.

Generation Information System

REGISTER A NEW CPS RESOURCE

RESOURCE TYPE: Search [Start Registration](#)

CPS ID	Resource Name	Resource Type	Resource Status	Oversight Entity	Oversight ID
CPS1008	DHS Newswriting	CPS Aggregation Resource	Approved	Mass Clean Energy Center	CPS1008

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CPS Resource Process



CPS RESOURCE INFORMATION

CPS Resource Information

GIS Renewable Generator Name 1 Center Place LP - 1 Center Place LP

GIS Renewable Generator ID NON127455

GIS Renewable Generator Status Active

CPS Resource Name *

Technology *

-Select- ▼

Aggregated resource i

CPS Participation Details

CPS Protocol *

-Select- ▼

HELP CENTER OVERVIEW



Help Center



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NEPOOL GIS Resources ▾

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NEPOOL GIS News

About ▾



The **New England Power Pool Generation Information System** (NEPOOL GIS) issues and tracks certificates for all MWh of generation and load produced in the ISO New England control area, as well as imported MWh from adjacent control areas. In addition to the generation, the NEPOOL GIS provides emissions labeling for the New England load-serving entities by tracking the emissions attributes for generators in the region. In recent years the NEPOOL GIS has adapted to the various state RPS laws to track combined heat and power, demand response and conservation and load management certificates.

For information on NEPOOL GIS functions, please reference the [NEPOOL GIS Help Center](#) selection in the above menu.

[NEPOOL GIS Summary](#) – Updated Q2 2023 Trading Period

Account Holders: 3,168

Generators: 103,614

Registry Login

Sign in

Register

[Forgot password?](#)

NEPOOL GIS News

- [NEPOOL GIS New User Registry Training Registration](#)
- [Q3 2023 Usability Group Meeting](#)
- [Q2 2023 NEPOOL Usability Group Meeting](#)
- [Q4 2022 NEPOOL GIS Usability Group Meeting Notes](#)
- [2022 NEPOOL GIS Certificate Transfer Training Followup](#)

Help Center



Home

Resources ▾

Meter Data ▾

Issuance ▾

Holdings ▾

Transfer ▾

Reports ▾

Registry Help



REGISTRY HELP

GIS Program and System Questions Contact:

GIS Administrator- Bao Ngo
Tel: 408-899-3343
Fax: 408-573-7113
gis@apx.com;bngo@apx.com

NEPOOL GIS How to Links

Below are the links to the various NEPOOL GIS User Guides from the [GIS Help Center](#).

Account Registration

- [Account Registration Process Overview](#)
- [Register Non-NEPOOL Member Account](#)
- [Register NEPOOL Member Account](#)
- [Activate New Account Registration](#)

GIS Converter Registration

Help Center



NEPOOL GIS Help Center

Search

[Registry User Guide](#)

[Program Overview](#)

[FAQ](#)

[Announcements](#)

Account Registration

Account Registration Process Overview
Register NEPOOL Member Account
Register Non-NEPOOL Member Account

[See All Articles](#)

Account Management

Manage Account Dashboard
Manage Account Logins
Change Password

[See All Articles](#)

GIS Generator Registration

Project Registration Process Overview
Register Non-NEPOOL Generator
Register NEPOOL Generator (MSS Project)

[See All Articles](#)

CPS Resource Registration

Access CPS Registration Screen
Types of CPS Resource Registration
Register New or Existing GIS Class I/II
Generator CPS Resource

[See All Articles](#)

CPS Data Upload and Issuance

CPEC Retirement
CPS Data Upload
CPS Data Review Screen

[See All Articles](#)

Certificate Transfers

View Active Certificates
Transfer Certificates to Another Account
Holder
Accept/Reject Certificate Transfer

[See All Articles](#)

Help Center



Registry User Guide

Program Overview

FAQ

Announcements

General Questions

Where can I find the most current REC Prices?
What is the NEPOOL GIS Usability Group?
How do I receive my CL&P LREC/ZREC payment?

[See All Articles](#)

Account Registration

I just activated my account. Why am I having issues logging into my account?
Where is my activation email?
Where can I check to see if my company is a NEPOOL Member?

[See All Articles](#)

Account Management

How do I update my Non-NEPOOL Account Name?
How do I update my NEPOOL GIS account information?
How do I reset my password through the GIS login page?

[See All Articles](#)

Project Registration

What is NHPUC's REC Program Notification Procedures?
How do I register an aggregated project in NEPOOL GIS?
What is the difference between MSS and NON projects in NEPOOL GIS?

[See All Articles](#)

Certificate Transfers

Do I need to manually 'bank' my Certificates at the end of a trading period?
What is the difference between Banked Certificates and Transferable Certificates?
Do previously issued Certificates transfer to the new account after a redirect transfer request has been processed?

[See All Articles](#)

Forward Certificate Transfer Management

Can I create a forward transfer for a GIS Project in a Pending Status?
What is an Irrevocable Forward Transfer?
Do existing forward transfers transfer to the new account after a redirect transfer request has been processed?

[See All Articles](#)

Meter Data & Emissions Reporting

Can I upload generation data for more than one project at a time?
Can I upload generation data for more than one vintage month at a time?
Can I true-up data spanning multiple quarters or possibly multiple years (beyond just Q4 to Q1)?

[See All Articles](#)

Retirement

How many retail subaccounts do I need to make in my LSE account?
What is the difference between Reserve Certificates, Settled Certificates and Unsettled Certificates?
How can I transfer Settled Certificates to another Compliance Subaccount?

[See All Articles](#)

Imports and Exports

How are the Claimed MWhs for Import Projects determined?
Can I bring import only Certificates into NEPOOL GIS?
How should the hourly import generation data file look to account for DST changes?

[See All Articles](#)

Help Center



[Registry User Guide](#)

[Program Overview](#)

[FAQ](#)

[Announcements](#)

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[See All Articles](#)

Key Dates



Important NEPOOL GIS Dates

Generation Month	Last Day to Submit MWh, Import Claims, Emissions, RPS Eligibility	Issuance Date	First Day of Trading Period	Last Day of Trading Period	Quarter
January	July 10	July 15	July 15	September 15	1
February	July 10	July 15	July 15	September 15	1
March	July 10	July 15	July 15	September 15	1
April	October 10	October 15	October 15	December 15	2
May	October 10	October 15	October 15	December 15	2
June	October 10	October 15	October 15	December 15	2
July	January 10	January 15	January 15	March 15	3
August	January 10	January 15	January 15	March 15	3
September	January 10	January 15	January 15	March 15	3
October	April 10	April 15	April 15	June 15	4
November	April 10	April 15	April 15	June 15	4
December	April 10	April 15	April 15	June 15	4

Q&A



Contact Information



APX Contact Information

Name	Email Address
Bao Ngo Elena Barahona	gis@apx.com