

PUBLIC

IMEM Manual

Information Provision and Confidentiality Issue 1.0

Abstract	This Manual presents the guidelines and procedures for the disclosure and protection of market information by the <i>IMEM Operator</i> and the electronic information exchange between the <i>IMEM Operator</i> , the <i>Mindanao System Operator</i> and <i>IMEM Members</i> as set out in the <i>Interim Mindanao Electricity Market (IMEM) Rules</i> .
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SECTION 1 INTRODUCTION

1.1 PURPOSE

- 1.1.1 This Manual presents the guidelines and procedures for the protection and disclosure of *Market Information* by the *IMEM Operator* and the electronic information exchange between the *IMEM Operator*, the *Mindanao System Operator*, and *IMEM Members* as set out in the *IMEM Rules*.
- 1.1.2 This Manual implements Chapter 6 of the *Interim Mindanao Electricity Market Rules (IMEM Rules)*.

1.2 SCOPE

Pursuant to Clause 6.1.1.2 of the *IMEM Rules*, the *IMEM Operator* shall specifically perform the following:

- 1.2.1 Maintain, adhere to and publish an *IMEM Manual* to disseminate and protect information;
- 1.2.2 Maintain and publish a data catalogue, listing each type of *Market Information* and document produced or exchanged in accordance with the *IMEM Rules*, and setting out the timing and frequency of publication or transfer for each type of information and document, and
- 1.2.3 Maintain and publish electronic communication procedures under which the information shall be exchanged among the *IMEM Operator*, the *Mindanao System Operator*, and *IMEM Members*, as set out in Clause 6.1.2 of the *IMEM Rules*.

SECTION 2 DEFINITIONS, REFERENCES AND INTERPRETATION

2.1 DEFINITIONS

Unless otherwise defined or the context implies otherwise, the italicized terms used in this Manual that are defined in the *IMEM Rules* shall bear the same meaning as that defined in the *IMEM Rules*.

In particular, the *IMEM Rules* define the following:

- a) *Business Day* refers to a day (excluding Saturday and Sunday) on which banks and financial institutions are open in the city or municipality where the principal offices of the *IMEM Operator* are located.
- b) *DOE* refers to the Department of Energy.
- c) *IMEM Governance Committee* refers to the committee whose composition, duties and obligations are defined under Section 1.4 of the *IMEM Rules*.
- d) *Market Information Website*¹ refers to a facility to be established by the *IMEM Operator* on the electronic communication system on which it may publish information, which is then available to and may be accessed by *IMEM Members*.

Further, the terms below shall be defined as follows:

- e) *Confidential Information* refers to information which is or has been provided to, or by, an *IMEM Participant* or the *IMEM Operator* under, or in connection with, the *IMEM Rules* and is stated under this Manual to be, or is classified by the *IMEM Operator* as, confidential information or is otherwise confidential or commercially sensitive information, or information which is derived from any such information.
- f) *Disclose* means to directly or indirectly reveal, distribute, report, publish, or otherwise transfer information to any party other than the party that originally provided the *Confidential Information*.
- g) *Market Information* refers to any information whether in oral, written, electronic, or other form, which is furnished to, or received by, or produced or provided by the *IMEM Operator* in the course of, or arising from, its operations of the *IMEM*. This refers to information that is related to *IMEM Transactions* including, but not limited to, forecasts, dispatch schedules, prices, and other information relating to the dispatch of electricity, and to the settlement of *IMEM Transactions*.
- h) *IMEM Transaction* refers to the sale or purchase of electricity through the *IMEM*.
- i) *Recipient* refers to the party receiving *Confidential Information*.

¹ [http://www.wesm.ph/inner.php/the_market/interim_mindanao_electricity_market_\(imem\)](http://www.wesm.ph/inner.php/the_market/interim_mindanao_electricity_market_(imem))

2.2 GIVING NOTICES

The guidelines set forth in Clause 9.1.4 of the *IMEM Rules* shall govern the giving of notices required in this Manual.

2.3 REFERENCES

This Manual should be read in association with the –

- a) Republic Act No. 9136
- b) Implementing Rules and Regulations of Republic Act No. 9136
- c) *IMEM Rules*
- d) Department of Energy Circular No. 2013-01-0001

2.4 INTERPRETATION

Any reference to a section or clause in any Chapter of this Manual shall refer to the particular section or clause of the same Chapter in which the reference is made, unless otherwise specified or the context provides otherwise.

SECTION 3 RESPONSIBILITIES OF THE IMEM OPERATOR
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The *IMEM Operator* shall be responsible for implementing the guidelines and procedures set forth in this Manual. This is pursuant to the *IMEM Operator's* responsibilities as provided in the following clauses of the *IMEM Rules*:

- a) 6.1.1 – Provision of Information
- b) 6.1.2 – Electronic Information Exchange
- c) 6.1.3 – Market Information Website
- d) 6.2.1 – Confidentiality
- e) 6.2.2 – Exceptions

SECTION 4 CONFIDENTIALITY AND DISCLOSURE POLICY

4.1 OBLIGATIONS TO ENSURE CONFIDENTIALITY

The *IMEM Operator*, the *Mindanao System Operator* or any *IMEM Member* and other recipients of *Confidential Information* are obliged to maintain the confidentiality of any *Confidential Information* which shall come into their control, possession, or which they would otherwise become aware of. Specifically, all *IMEM Members*, the *IMEM Operator* and the *Mindanao System Operator* –

- 4.1.1 Shall not disclose *Confidential Information* to any person or entity except as permitted by the *IMEM Rules*.² In particular, they shall not disclose or permit to be disclosed, directly or indirectly, *Confidential Information* to any person or entity except as permitted in the *IMEM Rules* or this Manual, and not to permit unauthorized persons to have access to *Confidential Information*.
- 4.1.2 Shall only use or reproduce *Confidential Information* for the purpose for which it was disclosed or for a purpose consistent with the *IMEM Rules* and this Manual.³
- 4.1.3 Shall only allow access to *Confidential Information* to those persons for whom access is necessary.⁴ Particularly, they shall disclose *Confidential Information* to their respective directors, officers, employees, representatives or agents only on a “need to know” basis, and to inform their directors, officers, employees, representatives and agents that the information requested to be disclosed is confidential, and of their obligations under this Manual.
- 4.1.4 Shall use all responsible endeavors to prevent unauthorized access to *Confidential Information* which is in its possession or control.⁵ If reasonably practicable, they shall mark as confidential all copies of *Confidential Information* and any other material derived from such information, whether in printed or electronic format, or other format in the hands of the recipient, or to properly identify information that is confidential.
- 4.1.5 Shall ensure that any person or entity to whom it discloses *Confidential Information* observes the provisions of Section 6.2 of the *IMEM Rules* in relation to that information.⁶

² Clause 6.2.1.2(a), *IMEM Rules*.

³ Clause 6.2.1.2(b), *IMEM Rules*.

⁴ Clause 6.2.1.2(c), *IMEM Rules*.

⁵ Clause 6.2.1.2(d), *IMEM Rules*.

⁶ Clause 6.2.1.2(e), *IMEM Rules*.

- 4.1.6 The *IMEM Operator*, *Mindanao System Operator*, *IMEM Members*, and all other recipients of *Confidential Information* shall adopt procedures within their respective organizations to maintain the confidentiality of all *Confidential Information* as well as ensure their compliance with the above-listed obligations.

4.2 BREACH OF CONFIDENTIALITY

Other than where disclosure of *Confidential Information* is permitted under the *IMEM Rules* or this Manual, confidentiality shall be considered violated once *Confidential Information* becomes known beyond the area of responsibility of the *IMEM Operator*, the *Mindanao System Operator*, or of the *IMEM Member* or other entities received or furnished with the relevant information. Internal use of the *Confidential Information* that is inappropriate or not permitted under the *IMEM Rules* or this Manual shall also be considered a breach of confidentiality.

4.3 PERMITTED DISCLOSURES/EXCEPTIONS TO CONFIDENTIALITY

- 4.3.1 *Confidential Information* may be disclosed by the *IMEM Operator* the *Mindanao System Operator* or any *IMEM Member* only to their intended *Recipients* and under the circumstances permitted by Clause 6.2.2.1 of the *IMEM Rules* and other relevant provisions.⁷ Any such disclosure will not be considered a violation of the confidentiality policy under this Manual or the *IMEM Rules*.
- 4.3.2 *Confidential Information* may also be disclosed by the *IMEM Operator* to parties other than those enumerated in the previous Section upon prior written permission given by the *IMEM Member* that owns the *Confidential Information* sought to be disclosed.
- 4.3.3 The *Confidential Information* disclosed pursuant to the foregoing Sections shall, however, retain its confidential status, and its recipient is obliged to maintain confidentiality of such information as provided for in this Manual.

4.4 PROTECTION OF PERMITTED DISCLOSURES

- 4.4.1 To ensure protection of *Confidential Information*, the *IMEM Operator* may agree with the *Recipients* of permitted disclosures on certain protocols or procedures, including those relating to the manner of transfer or transmittal of information, and the security and maintenance of monitoring systems.
- 4.4.2 The *IMEM Operator* shall require the *Recipient* of permitted disclosures to execute confidentiality and non-disclosure agreements or undertaking with terms and conditions consistent with this Manual and the *IMEM*

⁷ Clauses 6.1.1.5 & 6.1.1.6, *IMEM Rules*.

Rules. Such terms and conditions will include shall include the undertaking to –

- 4.4.2.1 Keep the information provided confidential, and not to disclose the same to any other person or entity; and
- 4.4.2.2 Use the information only for the purpose for which it is provided or for purposes permitted by Clause 6.2.2.1 of the *IMEM Rules*.

SECTION 5 MARKET INFORMATION REQUEST & RELEASE PROCEDURES

5.1 FOR CONFIDENTIAL INFORMATION

- 5.1.1 Except in cases provided in Clause 6.2.2.1(c), (d) and (e) of the *IMEM Rules*, the requesting party shall submit a letter addressed to the *IMEM Operator* stating the reasons for the request and the proof of authorization from the person or persons who provided the relevant information under the *IMEM Rules* allowing the *IMEM Operator* to release the requested information.
- 5.1.2 Within two (2) *Business Days* from receipt of the request, the *IMEM Operator* shall seek confirmation through electronic mail from the authorized contact person who provided relevant information.
- 5.1.3 Within ten (10) *Business Days* from receipt of the confirmation by the person who provided the relevant information, the *IMEM Operator* shall process the requested data and release the information to the requesting party. The recipient of such information shall be required to execute a confidentiality and non-disclosure agreement pursuant to Section 4.4.2 of this Manual.
- 5.1.4 The *IMEM Operator* may require the requesting party or the *Recipient* to pay a reasonable cost for the production, printing, or copying of the requested information or documents.⁸

5.2 PUBLIC OR NON-CONFIDENTIAL INFORMATION

- 5.2.1 In addition to any specific obligation of the *IMEM Operator* under the *IMEM Rules* to provide information, the *IMEM Operator* shall, upon request, make available to *IMEM Members* any information concerning the operation of the *IMEM*, provided that said information is not confidential or commercially sensitive. The *IMEM Operator* may charge a fee reflecting the cost of providing such information.⁹
- 5.2.2 Public or non-confidential *Market Information* shall be made available by the *IMEM Operator* through the *Market Information Website*¹⁰.
- 5.2.3 The *IMEM Operator* shall provide hard copies of any information published under Clause 6.1.3 of the *IMEM Rules* upon request and reimbursement of cost to produce the same. The *IMEM Operator* may

⁸ Clause 6.1.1.4, *IMEM Rules*.

⁹ Clause 6.1.1.4, *IMEM Rules*.

¹⁰ [http://www.wesm.ph/inner.php/the_market/interim_mindanao_electricity_market_\(imem\)](http://www.wesm.ph/inner.php/the_market/interim_mindanao_electricity_market_(imem))

further evaluate the necessity of reimbursement of cost from the requesting entity.¹¹

¹¹ Clause 6.1.3.5, IMEM Rules.

SECTION 6 MARKET DATA AND INFORMATION CATALOGUE

6.1 CONTENTS OF THE CATALOGUE

- 6.1.1 The *Market Data and Information Catalogue* provides a comprehensive list of *Market Information* and indicates the source, confidentiality classification, means of disclosure and permitted recipient for each type of information. This is pursuant to the *IMEM Operator's* responsibility to maintain and publish a record of the confidentiality status for each type of *Market Information* and document produced or exchanged in accordance with the *IMEM Rules*.
- 6.1.2 The *IMEM Operator* shall regularly update its *Market Data and Information Catalogue* as set forth in this Manual, and publish the same on the *Market Information Website*¹². The *Market Data and Information Catalogue* is attached hereto as Appendix "A".

6.2 CLASSIFICATION OF *MARKET INFORMATION* CONFIDENTIALITY

Pursuant to Clause 6.2.2.1 of the *IMEM Rules*, the *IMEM Operator* shall maintain and publish a record of the confidentiality status for each type of *Market Information* and document produced or exchanged in accordance with the *IMEM Rules*. The level of confidentiality of *Market Information* shall be classified as –

- 6.2.1 Strictly *Confidential Information* is *Confidential Information* that does not fall under the succeeding paragraphs and does not lose its confidential nature pursuant to Clause 6.2.2 of this Manual, relevant provisions of the *IMEM Rules* and other relevant issuances. This kind of *Market Information* shall be disclosed by the *IMEM Operator* only to the owner of such information, or under the exceptions provided under Clause 6.2.2 of the *IMEM Rules* and Section **Error! Reference source not found.** of this Manual.
- 6.2.2 *Confidential Information* with expiration of confidential status is *Confidential Information* that loses its confidential nature upon the lapse of a specified period as provided in the *IMEM Rules*, this Manual and other relevant issuances. Prior to the lapse of this period and so long as it retains its confidentiality status, such information may be disclosed only to its owner, or under the exceptions provided in Clause 6.2.2 of the *IMEM Rules* and this Manual. This information shall become public upon the expiration of the specified period.
- 6.2.3 *Confidential Information* with permitted disclosure is *Confidential Information* that is permitted to be disclosed to qualified recipients. This information may be disclosed only to its owner or to qualified *Recipients*

¹² [http://www.wesm.ph/inner.php/the_market/interim_mindanao_electricity_market_\(imem\)](http://www.wesm.ph/inner.php/the_market/interim_mindanao_electricity_market_(imem))

pursuant to and under the conditions provided in Clause 6.2.2 of the *IMEM Rules*, Section **Error! Reference source not found.** of this Manual, and other relevant issuances that permit its disclosure. Such information shall retain its confidentiality notwithstanding its disclosure to qualified recipients, and the recipients shall be obliged to maintain the confidentiality of said information pursuant to the conditions set forth in Clause 4.4.2 of this Manual.

6.2.4 *Public Information* or *Non-Confidential Information* is information that is not classified as confidential. As such, it may be disclosed or provided to the general public.

6.3 UPDATING OF THE MARKET DATA AND INFORMATION CATALOGUE

6.3.1 Updates by the IMEM Operator.

The IMEM Operator shall review and update the Market Data and Information Catalogue annually or as may be necessary. The updated catalogue shall be submitted for review and approval by the IMEM Governance Committee.

6.3.2 Requests for updates or revisions by *IMEM Members*.

An *IMEM Member* or any interested party may request that certain information be included in or excluded from the *Market Data and Information Catalogue*, or that the level of access to any information be re-classified. Requests shall be submitted to the *IMEM Operator*, who shall review the proposal and include the same for review and approval either separately or as part of its regular updates of the *Market Data and Information Catalogue*.

SECTION 7 ELECTRONIC INFORMATION EXCHANGE

The *IMEM Operator* shall maintain and publish electronic communication procedures under which information shall be exchanged among the *IMEM Operator*, the *Mindanao System Operator* and *IMEM Members*¹³, in accordance with the following guidelines:

- a) The transfer of information between and among the *IMEM Operator*, the *Mindanao System Operator*, and *IMEM Members* shall be through an electronic communication system unless the *IMEM Rules* specify otherwise.¹⁴
- b) The electronic communication system contemplated herein shall cover, but not be limited to, the following: a) data transfer network between the *IMEM Operator* and the *Mindanao System Operator*; b) *IMEM* user interface for *IMEM Members* through installation of digital certificates; c) electronic mail, and d) short messaging system (SMS) for market notices and advisories.
- c) All automated data transfers as provided in the *IMEM Rules* shall be made via secured protocols.
- d) All electronic mail containing *Confidential Information* shall be encrypted with a password available only to the intended recipient and the sender of such information.
- e) Information transferred by means of an electronic communication system shall be in accordance with the templates included in the said electronic communication system and the electronic communication procedures published under Clause 6.1.1.2(c) of the *IMEM Rules* and Section 7 of this Manual¹⁵.
- f) As far as practicable, the *IMEM Operator* shall incorporate binding acknowledgment receipts in its electronic communication system that would establish the time of receipt of *Market Information* sent to it in the course of its operation of the *IMEM*.¹⁶

¹³ Clause 6.1.1.2 (c), *IMEM Rules*.

¹⁴ Clause 6.1.2.1, *IMEM Rules*.

¹⁵ Clause 6.1.2.2, *IMEM Rules*.

¹⁶ Clause 6.1.2.3, *IMEM Rules*.

SECTION 8 AMENDMENTS

Amendments to this Manual shall be submitted to the *DOE* and shall be acted upon pursuant to Chapter 1 of the *IMEM Rules*.

SECTION 9 EFFECTIVITY AND PUBLICATION
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This Manual shall take effect upon promulgation by the *DOE*. Thereafter, it shall be published in the *Market Information Website*¹⁷.

¹⁷ [http://www.wesm.ph/inner.php/the_market/interim_mindanao_electricity_market_\(imem\)](http://www.wesm.ph/inner.php/the_market/interim_mindanao_electricity_market_(imem))

Appendix A Market Data and Information Catalogue

	Data/ Information	Data/ Information Source	Class	Recipient	Means of Provision	Publication/ Transfer Timeline	Relevant IMEM Rules Provision
Rules and Regulatory Information	Structure and Level of Market Fees	IMEM Operator	Public	Public	Market Information Website	Upon ERC Approval	1.3.2.3
	Price Determination Methodology	IMEM Operator	Public	Public	Market Information Website	Upon ERC Approval	1.1.2.3
	Registration Manual	IMEM Operator	Public	Public	Market Information Website	Updated as necessary	2.5.1.2
	Dispatch Protocol – Deviations from Merit Order Table (MOT)	Mindanao System Operator, in consultation with IMEM Operator	Public	Public	Market Information Website	Updated as necessary	3.5.2.2
	Metering Manual	IMEM Operator	Public	Public	Market Information Website	Updated as necessary	4.2.2.2
	Enforcement and Compliance Manual	Enforcement and Compliance Officer	Public	Public	Market Information Website	Updated as necessary	8.1.2.6
	Dispute Resolution Manual	IMEM Operator	Public	Public	Market Information Website	Updated as necessary	8.3.2
	Billing and Settlement Manual	IMEM Operator	Public	Public	Market Information Website	Updated as necessary	5.1.2.6

Interim Mindanao Electricity Market Information Provision and Confidentiality

	Data/ Information	Data/ Information Source	Class	Recipient	Means of Provision	Publication/ Transfer Timeline	Relevant IMEM Rules Provision
	Information Provision and Confidentiality Manual	IMEM Operator	Public	Public	Market Information Website	Updated as necessary	6.1.1.2
Registration Information	Updated List of current registered Members (including membership category, membership status & pending application status)	IMEM Operator	Public	Public	Market Information Website	Updated as necessary	1.2.1.2 (e), 2.1.2.3
	Notice of Cessation of Registration	IMEM Member	Confidential	IMEM Operator	Physical (written)	As necessary	2.6.1.1
	Written Notice of Suspension	IMEM Operator	Confidential	IMEM Member	Physical (written)	Upon determination by IMEM Operator	2.6.2.6
	Suspension Notice	IMEM Operator	Public	Public	Market Information Website	Following issuance of written notice of suspension	2.6.2.7, 5.6.3.8
	Written Notice of Revocation of Suspension	IMEM Operator	Confidential	Suspended IMEM Member	Physical (written)	Upon rectification of grounds for suspension	2.6.2.10

Interim Mindanao Electricity Market Information Provision and Confidentiality

	Data/ Information	Data/ Information Source	Class	Recipient	Means of Provision	Publication/ Transfer Timeline	Relevant IMEM Rules Provision
	Revocation of Suspension	IMEM Operator	Public	Public	Market Information Website	Following issuance of written notice of revocation of suspension	2.6.2.12
Prudential Security Requirements	IMEM Member's expected Average Exposure in respect of previous six (6) Billing Periods	Non-exempt Pending IMEM Member	Confidential	IMEM Operator	FTP	N/A	5.6.2.1
	Margin Call notice	IMEM Operator	Confidential	IMEM Trading Participant	Electronic mail	As necessary	5.6.3.5
	Notification of drawdown of prudential security	IMEM Operator	Confidential	IMEM Trading Participant	Electronic mail	Within one (1) business day after the drawdown	5.6.4.2
System Information Reports	Week-Ahead Customer Demand Forecast	IMEM Customer	Confidential	Mindanao System Operator	FTP	Daily	3.1.2.1
	Week-Ahead Distribution Network Information Report	Mindanao Distribution Utility	Confidential	Mindanao System Operator	FTP	Daily	3.1.2.2
		IMEM Network Service Provider					3.2.3.1

Interim Mindanao Electricity Market Information Provision and Confidentiality

	Data/ Information	Data/ Information Source	Class	Recipient	Means of Provision	Publication/ Transfer Timeline	Relevant IMEM Rules Provision
		Mindanao System Operator	Confidential	IMEM Operator	FTP	Daily	3.2.4.2
	Week-Ahead System Generation Requirement Forecast	Mindanao System Operator	Confidential	IMEM Operator	FTP	Daily	3.1.2.3
		IMEM Operator	Public	Public	Market Information Website		3.1.2.5
	Week-Ahead Power System Information Report	Mindanao System Operator	Confidential	IMEM Operator	FTP	Daily	3.1.2.4
		IMEM Operator	Public	Public	Market Information Website		3.1.2.5
	Week-Ahead Generator Contract Allocation	IMEM Generator	Confidential	Mindanao System Operator	FTP	Daily	3.1.2.6
	Week-Ahead Contract Allocations Report	Mindanao System Operator	Confidential	IMEM Operator	FTP	Daily	3.1.2.7
	Week-Ahead Contract Allocations	Mindanao System Operator	Confidential	IMEM Customer	FTP	Daily	3.1.2.8
	Week-Ahead Customer IMEM Demand	IMEM Customer	Confidential	Mindanao System Operator, IMEM Operator	FTP	Daily	3.1.2.9

Interim Mindanao Electricity Market Information Provision and Confidentiality

	Data/ Information	Data/ Information Source	Class	Recipient	Means of Provision	Publication/ Transfer Timeline	Relevant IMEM Rules Provision
	Week-Ahead IMEM Demand Report	IMEM Operator	Public	Public	Market information Website	Daily	3.1.2.10
	Expected Demands (of IMEM Load Curtailment Resources which are not IMEM Customers)	IMEM Operator	Confidential	IMEM Load Curtailment Resource	FTP	Daily	3.1.2.11
	Report – In-Day Dispatch in Exceptional Circumstances	Mindanao System Operator	Confidential	Affected IMEM Resources, IMEM Operator, DOE, ERC	FTP, physical copy	As necessary	3.5.2.4
Scheduling and Dispatch Information	Report on In-Day Dispatch Events	Mindanao System Operator	Confidential	IMEM Operator	FTP	Daily	3.5.5.2
	Standing IMEM Offers	IMEM Generator	Confidential	IMEM Operator	MPI	Every IMEM Interval	3.3.2.1
		IMEM Load Curtailment Resource					3.3.2.2.
	IMEM Day-Ahead Price	IMEM Operator	Public	Public	Market Information Website	Daily	1.2.1.2 (j), 3.1.2.13, 5.6.4.4
Day-Ahead Schedules	IMEM Operator	Confidential, expiration	IMEM Resource	FTP	Daily	1.2.1.2 (f) & (j), 3.1.2.15, 5.6.4.4	

Interim Mindanao Electricity Market Information Provision and Confidentiality

	Data/ Information	Data/ Information Source	Class	Recipient	Means of Provision	Publication/ Transfer Timeline	Relevant IMEM Rules Provision
		IMEM Operator	after two (2) days	Mindanao Distribution Utility that has IMEM Resources directly connected to its Mindanao Distribution System	FTP	Daily	3.1.2.16
		Mindanao System Operator		IMEM Operator	FTP	Daily	1.2.2.2 (c)
		IMEM Operator	Public	Public	Market Information Website	Two (2) Business Days after publication of IMEM Day-Ahead Price	3.1.2.18
	Day-Ahead IMEM Schedule	IMEM Operator	Confidential	Mindanao System Operator	FTP	Daily	1.2.1.2 (j), 3.1.2.14, 5.6.4.4
		IMEM Operator	Public	Public	Market Information Website	Two (2) Business Days after publication of IMEM Day-Ahead Price	3.1.2.18
	Event/s that would result in non-	IMEM Resource	Confidential	IMEM Operator, Mindanao	Physical (written)	As necessary	2.4.2 (b), 3.4.6.5

Interim Mindanao Electricity Market Information Provision and Confidentiality

	Data/ Information	Data/ Information Source	Class	Recipient	Means of Provision	Publication/ Transfer Timeline	Relevant IMEM Rules Provision
	compliance with Day-Ahead Schedule			System Operator	letter), telephone		
	Mitigating Measures	IMEM Resource	Confidential	IMEM Operator, Mindanao System Operator	Physical (written), telephone	Immediately upon implementation	2.4.2 (c)
	In-Day Dispatch Instructions	IMEM Network Service Provider	Confidential	IMEM Load Curtailment Resources directly connected to system	FTP	Daily, up until one (1) hour prior to start of each IMEM Interval	2.4.3.1 (a)
		Mindanao System Operator		IMEM Resources			3.1.2.17, 3.5.1
	System constraints resulting to non-compliance with Day-Ahead Schedule & In-Day Dispatch Instruction by IMEM Resource	IMEM Network Service Provider	Confidential	IMEM Operator, Mindanao System Operator	FTP	As necessary	2.4.3.1 (c)

Interim Mindanao Electricity Market Information Provision and Confidentiality

	Data/ Information	Data/ Information Source	Class	Recipient	Means of Provision	Publication/ Transfer Timeline	Relevant IMEM Rules Provision
	Merit Order Table	IMEM Operator	Confidential	Mindanao System Operator	FTP	Daily	3.1.2.14
	Load-T, o-Maintain	IMEM Operator	Confidential	Mindanao System Operator, IMEM Resources	FTP	Any IMEM Trading Interval for which an Insufficient Supply Condition has been declared	3.6.2.1
	Forced Outage Declaration	IMEM Resource	Confidential	Mindanao System Operator	FTP, physical written copy	As necessary	3.5.4.1
Metering	Settlement-ready Metering Data	IMEM Metering Services Provider	Confidential	IMEM Operator	FTP	Daily	2.4.3.2 (b), 4.2.1.3
	Substitution of affected Metering Data					As necessary	4.2.1.3
	Metering Installation Malfunction	IMEM Operator	Confidential	IMEM Metering Services Provider, IMEM Operator	FTP	As necessary	4.3.4.3
Settlement Information	Metered & Adjusted Metered Quantities	IMEM Operator	Confidential	IMEM Trading Participant	FTP	Within five (5) days from end of Billing Period	5.1.2.1

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	Data/ Information	Data/ Information Source	Class	Recipient	Means of Provision	Publication/ Transfer Timeline	Relevant IMEM Rules Provision
	Ex-Post Contract Quantities	IMEM Generators that hold contracts with IMEM Customers	Confidential	IMEM Operator	FTP	No later than three (3) days after Metered & Adjusted Metered Quantities for that IMEM Trading Interval are made available by IMEM Operator	5.1.2.2
Intervention, Suspension, and System Security Threats	Market Intervention Report	IMEM Operator	Confidential with permitted disclosure	IGC, ERC, DOE	Physical copy (written)	Upon completion of report	7.1.6.4
				IMEM Members and other interested persons		Upon request	7.1.6.5
	Assessment of impact of market intervention to Mindanao Grid	Mindanao System Operator	Confidential	IMEM Operator	FTP	Within seven (7) business days following declaration of market intervention	7.1.6.2
	Assessment of impact of market suspension to Mindanao Grid	Mindanao System Operator	Confidential	IMEM Operator	FTP	Within seven (7) business days following declaration of market suspension	7.1.5.2

Interim Mindanao Electricity Market Information Provision and Confidentiality

	Data/ Information	Data/ Information Source	Class	Recipient	Means of Provision	Publication/ Transfer Timeline	Relevant IMEM Rules Provision
	Market Suspension Report	IMEM Operator	Confidential with permitted disclosure	IGC, ERC, DOE	Physical copy (written)	Upon completion of report	7.1.5.4
				IMEM Members and other interested persons		Upon request	7.1.5.5
	Estimates of IMEM Generator's plant availability to increase/ decrease generation and ability to increase/ decrease load	IMEM Trading Participant	Confidential	Mindanao System Operator	FTP	Upon receipt of instructions from Mindanao System Operator	7.3.1.3
Compliance	Suspected breach of the IMEM Rules – IMEM Member	IMEM Operator or Mindanao System Operator	Confidential	IGC	N/A	As soon as possible	8.1.2.1
	Suspected breach of the IMEM Rules – IMEM Operator or Mindanao System Operator	IMEM Member		DOE, ERC			8.1.4

Interim Mindanao Electricity Market Information Provision and Confidentiality

	Data/ Information	Data/ Information Source	Class	Recipient	Means of Provision	Publication/ Transfer Timeline	Relevant IMEM Rules Provision
	Written notice to IMEM Member	Enforcement and Compliance Officer	Confidential	IMEM Member	Physical (written)	Upon receipt of directive from IGC	8.1.2.3
	Information to aid investigation	IMEM Member	Confidential	Enforcement and Compliance Officer	N/A	Upon request	8.1.2.4
	Investigation Report	IGC	Confidential	Enforcement and Compliance Officer	Physical (written)	Upon conclusion of investigation	8.1.2.7
Governance	Information Related to IGC's oversight & monitoring functions	IMEM Member	Confidential	IGC		As requested	1.4.4.1 (e)
Audit Documentation	IMEM Operations Independent Audit Report	Third-party auditor	Confidential	DOE, ERC, IMEM Operator, Auditee	Physical (written)	Upon completion of report	8.2.2.3
	Summary Report of non-confidential findings in operations audit report	IMEM Operator	Public	Public	Market Information Website	Upon completion of report	8.2.2.4
	IMEM Trading Participant Audit Report	Third-party auditor	Confidential	DOE, ERC, IMEM Operator, Auditee	Physical (written)	Upon completion of report	8.2.3.3

Interim Mindanao Electricity Market Information Provision and Confidentiality

	Data/ Information	Data/ Information Source	Class	Recipient	Means of Provision	Publication/ Transfer Timeline	Relevant IMEM Rules Provision
	Summary Report of non-confidential findings in Trading Participant audit report	IMEM Operator	Public	Public	Market Information Website	Upon completion of report	8.2.3.4