



Republic of the Philippines  
**DEPARTMENT OF ENERGY**

**DEPARTMENT CIRCULAR NO. \_\_\_\_\_**

**ADOPTING FURTHER AMENDMENTS TO THE WHOLESALE ELECTRICITY  
SPOT MARKET (WESM) RULES, RETAIL RULES AND VARIOUS MARKET  
MANUALS FOR THE IMPLEMENTATION OF ENHANCEMENTS TO WESM  
DESIGN AND OPERATIONS  
(Provisions to Promote Participation in the Retail Market)**

**WHEREAS**, Sections 30 and 37(f) of the Electric Power Industry Reform Act (EPIRA) provides that the DOE, jointly with the electric power industry participants, shall establish the Wholesale Electricity Spot Market (WESM) and formulate the detailed rules governing the operations thereof;

**WHEREAS**, on 28 June 2002, the DOE, with the endorsement of the electric power industry participants, promulgated the WESM Rules through Department Circular No. DC2002-06-003;

**WHEREAS**, on 09 January 2013, following series of public consultations with stakeholders of the electric power industry, the DOE promulgated the Retail Rules through Department Circular No. DC2013-01-0002, entitled "Promulgating the Retail Rules for the Integration of Retail Competition and Open Access in the Wholesale Electricity Spot Market";

**WHEREAS**, on 14 October 2016, the DOE promulgated the amended WESM Rules for the enhancements of WESM design and operations through Department Circular DC2016-10-0014;

**WHEREAS**, any changes, amendments, and modifications to the WESM Rules, Retail Rules and their Market Manuals shall be undertaken in accordance with the provisions of Chapter 8 of the WESM Rules;

**WHEREAS**, on 04 July 2018, the Market Operator submitted to the Rules Change Committee (RCC) its proposed amendments to the WESM Rules and Retail Rules to reduce barriers to entry and participation in the retail competition;

**WHEREAS**, on 03 August 2018, the RCC during its 143<sup>rd</sup> RCC Meeting discussed the abovementioned proposal, and thereafter approved the publication of the proposed amendments in the Market Information Website to solicit comments from market participants and other interested parties;

**WHEREAS**, the RCC reviewed and deliberated on the proposals during its regular meetings held on 05 October 2018 (145<sup>th</sup> RCC Meeting), giving due course to the comments and recommendations received from the market participants;

**WHEREAS**, on 28 November 2018, the Market Operator submitted to the RCC its revisions to the aforementioned proposal, which include proposed changes to the various Market Manuals, based on result of the RCC’s deliberation on 05 October 2018;

**WHEREAS**, on 08 December 2018, the RCC during its 147<sup>th</sup> RCC Meeting discussed the revised proposal, and thereafter approved the publication of the proposed amendments in the Market Information Website to solicit further comments from market participants and other interested parties;

**WHEREAS**, on 22 February 2019, the RCC reviewed and deliberated on the proposals during its 149<sup>th</sup> RCC Regular Meeting, giving due course to the comments and recommendations received from the market participants and the DOE;

**WHEREAS**, on 15 March 2019, the RCC during its 150<sup>th</sup> RCC Meeting finalized the proposed amendments, and thereafter approved for endorsement to the PEM Board;

**WHEREAS**, on 23 April 2019, after due evaluation and deliberation, the PEM Board approved the above stated RCC-approved proposal for endorsement to the DOE;

**WHEREAS**, on \_\_\_\_\_, the DOE conducted a Public Consultation on the said proposed amendments to ensure transparency and consistency with the objectives of the EPIRA and the WESM;

**WHEREAS**, the DOE reviewed the said PEM Board-approved proposal and the comments and recommendations from the public consultation.

**NOW THEREFORE**, pursuant to its authority under the EPIRA and the WESM Rules, the DOE hereby adopts, issues, and promulgates the following amendments to the WESM Rules, Retail Rules and various Market Manuals:

**Section 1. Amendments to the WESM Rules.** The following provisions in the WESM Rules are hereby amended:

(a) Clause 2.2.1 (Scope of Application) under General is amended to read as –

“2.2.1 Scope of Application

Other than the *Market Operator*, the *WESM Rules* apply to:

xxx    xxx                    xxx

- (g) Bulk consumers/End-users;
  - (h) Central Registration Body; and
  - (i) Other similar entities authorized by the ERC to become members of the WESM.
- All of which are WESM participants.”

(b) New Clause 2.3.2.5 under Customer is added to read as –

“2.3.2.5 The *Central Registration Body* shall regularly submit to the *Market Operator* the updated list of *grid-offtake metering points* where each *Supplier* has a *Contestable Customer* that is not registered in the *WESM*. Each *Supplier* shall be designated one *connection point* at each *grid-offtake metering point* that it has an assigned *Contestable Customer*.”

(c) New Clause 2.3.8 (Central Registration Body) under Categories of WESM Member is added to read as –

“2.3.8 Central Registration Body

The entity designated by the *DOE* as the *Central Registration Body* shall register with the *Market Operator* as a *Central Registration Body*.”

(d) Clause 3.2.2.6 under Market Trading Nodes is amended to read as –

“3.2.2.6 A *WESM*-registered *Contestable Customer* directly connected to a *distribution system* shall be assigned a *market trading node* at the *market trading node* of its *grid off-take metering point*.”

(e) New Clause 3.2.2.7 under Market Trading Nodes is added to read as –

“3.2.2.7 A *Supplier* shall be designated a *market trading node* at each *market trading node* of its *grid off-take metering points* where it is supplying a *Contestable Customer* that is not registered in the *WESM*.”

(f) Clause 3.13.6 (Defining the Gross Energy Settlement Quantity for Market Trading Nodes) under Settlement Quantities and Amounts is amended to read as –

“3.13.6 For each *dispatch interval*, the *gross energy settlement quantity* for each *market trading node* shall be determined by the *Market Operator* as follows:

- (a) Subject to *WESM Rules* Clause 3.13.6(f), if the *market trading node* defined under Clause 3.2.2.1 is located on the boundary of the *power system* operated by the *System Operator*, the *gross energy settlement quantity* for the *market trading node* is the net metered flow into the *power system* operated by the *System Operator* through the associated meter, provided however, that if the *market trading node* is a *Customer market trading node*, and there is no ERC-registered embedded *generation facility* associated with that *node*, or the source of injection cannot be traced, any injection shall not be accounted for in determining the *gross energy settlement quantity* for that *node*;

xxx xxx

xxx

- (e) If the *market trading node* is designated to a *Contestable Customer* directly connected to a *distribution system* or a *Supplier*, the *gross energy settlement quantity* for the *market trading node* shall be provided by the *Central Registration Body* in accordance with *Retail Rules* Clause 3.3.10.1.
- (f) The *gross energy settlement quantity* of the *market trading node* of a *grid off-take metering point* shall be the *gross energy settlement quantity* for that *market trading node* determined in *WESM Rules* Clause 3.13.6(a) less the *gross energy settlement quantities* of *market trading nodes* associated with that *grid off-take metering point* determined in *WESM Rules* Clause 3.13.6(e).

xxx xxx xxx”

- (g) Clause 3.13.11.4 under Settlement Amounts for Trading Participants is hereby deleted.

- (h) New Clause 3.15.4.5 under Amount of Security is added to read as –

“3.15.4.5 Upon receipt of a notification of a *switch request* from the *Central Registration Body* under *Retail Rules* Clause 3.2.2.2(a), the *Market Operator* shall recalculate the *prudential requirements* of the new *Supplier*. The *Market Operator* shall publish the recalculation procedures under the relevant *Market Manual*.”

- (i) New Clause 3.15.4.6 under Amount of Security is added to read as –

“3.15.4.6 The *Market Operator* shall inform the new *Supplier* of its new *prudential requirements*. The *Market Operator* shall notify the *Central Registration Body* of the compliance of the new *Supplier* within one (1) *working day* of confirmation.”

- (j) The term “Central Registration Body” is added under Glossary (Chapter 11) to read as –

“Central Registration Body. The entity designated by the *DOE* to undertake the management of the required systems and processes and information technology system that is capable of handling customer switching and information exchange as well as their transactions.”

- (k) The term “Switch Request” is added under Glossary (Chapter 11) to read as –

“Switch request. A notice sent by a *Supplier* to the *Central Registration Body* that it will be serving a *Contestable Customer*.”

**Section 2. Amendments to the Retail Rules.** The following provisions in the Retail Rules are hereby amended:

- (a) Title, “Rules for the Integration of Retail Competition in the Wholesale Electricity Spot Market,” is amended to read as –

“RULES FOR COMPETITIVE RETAIL ELECTRICITY MARKET”

- (b) Clause 1.1.4 under Scope of Chapter 1 is amended to read as –

“1.1.4 Governance of the transactions of *Suppliers* and contestable customers with the *Central Registration Body*.”

- (c) Clause 1.2.1.1 under Name and Promulgation is amended to read as –

“1.2.1.1 This document shall be known as the Rules for Competitive Retail Electricity Market or the *Retail Rules*.”

- (d) Clause 1.2.2.2 under Purpose of the Rules is amended to read as –

“1.2.2.2 Provide rules for the management of the transactions of *Suppliers* and *Contestable Customers* and the operations of the *Central Registration Body*.”

- (e) Clause 1.2.3 (Parties Bound by the Rules) under Purpose, Application and Interpretation of the Rules is amended to read as –

“1.2.3 Parties Bound by the Rules

These *Retail Rules* form part of the legal and regulatory framework which is applicable to all entities participating in retail competition, as well as the owners, operators and users of the power system under the *Act*.”

- (f) Clause 1.2.4 (Legal and Regulatory Framework) and its Subclauses under Purpose, Application and Interpretation of the Rules are amended to read as –

“1.2.4 Legal and Regulatory Framework

1.2.4.1 These *Retail Rules* are promulgated by the *DOE* pursuant to its mandate under the *Act* to supervise the restructuring of the electricity industry.

1.2.4.2 To ensure a greater supply and rational pricing of electricity, the *Act* provides the *ERC* the authority to enforce the rules and regulations governing the Retail Market, including these *Retail Rules*.

1.2.4.3 These *Retail Rules* shall be read and used in connection with the *WESM Rules* and relevant regulatory issuances.”

- (g) Clause 1.3 (Integration of Retail Competition in the WESM) and its Subclauses under Introduction are amended to read as –

## “1.3 TRANSACTING WITH THE CENTRAL REGISTRATION BODY

1.3.1 Transactions with the *Central Registration Body* under retail competition shall be performed as provided in these Rules.

### 1.3.2 Objectives of the *Central Registration Body*

Consistent with the *Act*, the operations of the *Central Registration Body* aims to promote competition, customer choice and empowerment, transparency, accountability and greater efficiency in the power industry and to reflect the true cost of electricity.

1.3.3 *Suppliers* and *Contestable Customers* directly connected to *distribution systems* shall transact with the *Central Registration Body* in accordance with Chapter 3 of these Rules. *Contestable Customers* that are directly connected to the *transmission system* shall transact with their *Suppliers* using the procedures under the *WESM Rules* as an *Indirect* or *Direct WESM Member*.”

(h) Clause 1.4.1 (Responsibilities of the Central Registration Body) and its Subclauses under Central Registration Body are amended to read as –

### “1.4.1 Responsibilities of the Central Registration Body

1.4.1.1 The *Central Registration Body* shall, generally and non-restrictively, have the following functions and responsibilities:

- a) Maintain a registry of all *Contestable Customers* who have already been awarded a *certificate of contestability* by the *ERC*;
- b) Carry out *customer switching* between a *Distribution Utility* and a *Supplier*, and between *Suppliers*;
- c) Determine *gross energy settlement quantities* of *Contestable Customers* and *Suppliers*;
- d) Collect and manage *metering data* of *Contestable Customers* from *Retail Metering Services Providers*;
- e) Allocate resources to enable it to perform its functions;
- f) Provide an information exchange amongst *Retail Competition Participants*; and
- g) Comply with rules and regulations as may be provided by *ERC*.

1.4.1.2 Where the *Retail Rules* require the *Central Registration Body* to develop procedures, processes or systems, the *Central Registration Body* shall:

- a) Develop such procedures, processes and systems taking into consideration the likely costs to *Retail Competition Participants* of complying with those procedures or processes and of obtaining, installing or adopting those systems, as the case may be; and
- b) Consistent with the purpose set forth in Clause 1.2.2 of this Chapter 1, recommend changes to these procedures in accordance with the rule

change process set out in Chapter 1.8 of these *Retail Rules*. Provided, further, that such changes shall be approved by the DOE.

1.4.1.3 The *Central Registration Body* shall:

- a) Comply with each of the requirements and obligations imposed on it under these *Retail Rules*, and other applicable laws, rules and regulations; and
- b) Develop appropriate cost recovery processes to cover its liabilities in the event of damage or injury, which may be caused by its acts or omissions in the faithful performance of its functions.”

(i) Clause 1.4.3.1 under Audit is amended to read as –

“The PEM Auditor shall:

- a) Conduct the audit of the *Central Registration Body* and the systems, processes and procedures and other matters relevant to the operations of the *Central Registration Body* and the performance of its functions as set forth in these *Retail Rules*; and
- b) Test and check any new items or new versions of market-related software used by the *Central Registration Body* or provided by the *Central Registration Body* for use by *Retail Competition Participants*.”

(j) Clause 1.5 (Governance of the Market) and its Subclauses under Introduction are amended to read as –

“1.5 GOVERNANCE OF THE MARKET

1.5.1 The *PEM Board* and its committees, as established under Chapter 1 of the *WESM Rules*, shall govern the operations of the *Central Registration Body* and the participation and transactions of *Suppliers* and *Contestable Customers*.

1.5.2 When relevant, necessary or practicable, the PEM Board may create working groups to deal with matters specifically pertaining to the operations of the *Central Registration Body* and the participation and transactions of *Suppliers* and *Contestable Customers*.”

(k) Clause 2.1 (Scope of Chapter 2) under Registration is amended to read as –

“2.1 SCOPE OF CHAPTER 2

This Chapter 2 sets out the rules for the registration of *Suppliers*, *Contestable Customers* and *Retail Metering Services Providers*.”

- (l) Clause 2.2 (Contestability of Customers) and its Subclauses under Registration are amended to read as –

## “2.2 CONTESTABLE CUSTOMERS

2.2.1 Contestability of electricity end users shall be certified by the *ERC* and only the end users that have been issued a certification of contestability shall be registered and shall be permitted to transact with the *Central Registration Body*.

2.2.2 Distribution utilities shall notify the *Central Registration Body* of any end user that has met the requirements to be certified as *Contestable Customer* and shall provide the customer information required in Clause 2.3 of this Chapter 2. Upon such notice, the *Central Registration Body* shall secure confirmation from the *ERC* if such end user has been certified as contestable and, if so certified, shall register the customer as a *Contestable Customer*.

2.2.3 A *Contestable Customer* duly certified and registered may:

- a) Elect to switch its electricity purchases to a *Supplier* in accordance with the procedures under Chapter 3 of these *Retail Rules*;
- b) If it has a monthly average peak demand of 750 kW or above for the past twelve (12) months, elect to source its supply from the *Wholesale Electricity Spot Market* as a *Direct WESM Member*, or
- c) Continue to be served by the *Distribution Utility* until it elects to purchase electricity from a *Supplier* or the *WESM*.

2.2.4 A *Contestable Customer* duly certified and registered may:

The registration of *Contestable Customers* shall be in respect to their facilities that have been issued certifications of contestability by the *ERC*, Provided, that –

2.2.4.1 *Contestable Customers* that have more than one *registered facility* shall have multiple registrations; and

2.2.4.2 Registration shall be in accordance with the certification of contestability issued by the *ERC* and each *registered facility* covered by one certification of contestability shall have a single and separate registration, regardless that the same is served by more than one metering installation.

2.2.5 *Contestable Customers* that are directly connected to the *transmission system* shall be registered with the *Central Registration Body* based on the information from the *ERC* for monitoring purposes.



- (m) Clause 2.3.1 (Establishment of Customer Information by the Central Registration Body) and its Subclauses under Contestable Customer Information are amended to read as –

“2.3.1 Customer Information Requirements of the *Central Registration Body*

2.3.1.1 All *Distribution Utilities* shall submit the following information to the *Central Registration Body* on all end users within its franchise area that it deems to have already met the required demand threshold.

- a) Customer name,
- b) Billing and service addresses,
- c) Customers’ account number,
- d) Customer contact information (telephone numbers and e-mail addresses)
- e) Meter number,
- f) Meter specifications (interval metering, channels), and
- g) SEIN of the grid *metering point* of the *Distribution Utility* where the supply of the end user passes through.

2.3.1.2 The *Central Registration Body* shall publish the detailed list of information that it requires and the timetable and procedures for submission in the relevant *Market Manual*.

2.3.1.3 The *Central Registration Body* shall provide a monthly report to each *Distribution Utility* on their respective compliance with Clause 2.3.1.1 and Clause 2.3.1.2.

2.3.1.4 The *Central Registration Body* shall submit a quarterly report to the *ERC* and the *DOE* on the compliance of the *Distribution Utilities* to Clause 2.3.1.1 and Clause 2.3.1.2.”

- (n) Clause 2.3.3 (Contestable Customer Supply Contract Information) and its Subclauses under Contestable Customer Information are hereby deleted.

- (o) Clause 2.4 (Registration) and its Subclauses under Registration are amended to read as –

“2.4 SUPPLIERS AND RETAIL METERING SERVICES PROVIDERS

2.4.1 Before being able to transact with the *Central Registration Body*, *Suppliers* shall:

2.4.1.2 Register in the *WESM* as a Direct Member under the Customer *Trading Participant* category and shall fulfil all such registration requirements as set out in the *WESM Rules* Chapter 2, and

2.4.1.3 Register with the *Central Registration Body* as a *Supplier*.”

(p) Clauses 2.4.2, 2.4.3, 2.4.4, 2.4.5 and its Subclauses under Registration are hereby deleted.

(q) Original Clause 2.4.6 under Registration is re-numbered and amended to read as –

“2.4.2 Distribution utilities shall register with the *Central Registration Body* as *Suppliers* in accordance with Clause 2.4.1 of this Chapter 2 for transactions in respect to the supply of electricity to *Contestable Customers* and for transactions as *Supplier of Last Resort*.”

(r) Original Clause 2.4.7 and its Subclauses under Registration are re-numbered and amended to read as –

“2.4.3 Before being able to provide metering services for *Contestable Customers*, a *Retail Metering Services Provider* shall:

2.4.3.1 Hold license as a *Retail Metering Services Provider* issued by the *ERC*; and

2.4.3.2 Register with the *Central Registration Body* as a *Retail Metering Services Provider* and shall fulfil all such registration requirements as set out in the relevant *Market Manual*.”

(s) Original Clause 2.4.8 under Registration is re-numbered and amended to read as –

“2.4.4 At the commencement of retail competition, the Distribution Utilities shall serve as the default *Retail Metering Services Provider* for *Contestable Customers* with service addresses located within their franchise area, and as such, are deemed registered with the *Central Registration Body* without need of complying with the requirements set in Clause 2.4.3 of this Chapter 2.”

(t) Clause 2.5 (Registration Process) and its Subclauses under Registration are amended to read as –

“2.5 REGISTRATION PROCESS

The *Central Registration Body* shall prepare and publish a *Market Manual* *Market manual* which sets out:

2.5.1 The requirements and procedures for the registration of *Suppliers*, *Contestable Customers* and *Retail Metering Services Providers* with the *Central Registration Body*; and

2.5.2 The data required to be provided to the *Central Registration Body* for registration as a *Supplier*, *Contestable Customer*, or *Retail Metering Services Provider*.”

- (u) Clause 2.6 (Suspension De-Registration and Cessation of Membership) under Registration is amended to read as –

“2.6 DE-REGISTRATION

The de-registration of *Suppliers* and *Contestable Customers* with the *Central Registration Body* shall be governed by the relevant *Market Manual*.”

- (v) Title for Chapter 3, “The Market” is amended to read as –

“CHAPTER 3: TRANSACTIONS”

- (w) Clause 3.1 (Scope of Chapter 3) and its Subclauses under Transactions are amended to read as –

“3.1 This chapter sets out the rules which govern operation of the *Central Registration Body* pertaining to the following and related matters:

xxx    xxx            xxxx

3.1.2 Accounting of the transactions of *Suppliers* and *Contestable Customers*; and

xxx    xxx            xxxx”

- (x) Clause 3.2.1.3 under Conditions for Customer Switching is amended to read as –

“3.2.1.3 A *Supplier* may submit a *switch request* to the *Central Registration Body* if the following conditions are met:

xxx    xxx            xxxx

- b) There is an existing and valid wheeling service agreement with the relevant *Distribution Utility* and a metering services agreement with a registered Metering Services Provider, covering the *Contestable Customer*.”

(y) Clause 3.2.1.4 under Conditions for Customer Switching is amended to read as –

“3.2.1.4 If a *Contestable Customer* elects to source its supply from the *WESM* as a *Direct WESM Member*, the *Market Operator* shall submit a *switch request* with the *Central Registration Body* to act as the *Supplier* of the *Contestable Customer* upon approval of its *WESM* membership.”

(z) Clause 3.2.2 (Procedures for Switching) and its Subclauses under Contestable Customer Transactions is amended to read as –

### “3.2.2 Procedures for Switching

3.2.2.1 The *Central Registration Body* shall approve a *switch request* within three (3) *working days* after all of the following have been accomplished:

- a) The *Supplier* has submitted a *switch request* in accordance with Clause 3.2.2.2;
- b) The *Market Operator* has confirmed the compliance of the new *Supplier* with the *prudential requirements* of the *WESM* in accordance with Clause 3.2.2.6; and
- c) The *Distribution Utility* has submitted the complete customer information of the *Contestable Customer* in accordance with Clause 3.2.2.3.

3.2.2.2 Upon approval of a *switch request*, the *Central Registration Body* shall request from the new *Supplier* the effective date of the *switch*. The new *Supplier* shall notify the *Central Registration Body* of the effective date at least two (2) *working days* prior to the effective date. The *Central Registration Body* shall effect the switch at the date provided by the new *Supplier*. The *Central Registration Body* shall notify the incumbent *Supplier*, the *Contestable Customer* and the relevant *Distribution Utility* of the approval and effective date of the *switch request* within one (1) *working day*.

3.2.2.3 Once all the conditions set forth in Clause 3.2.1.3 are met, the new *Supplier* shall submit the *switch request* to the *Central Registration Body*. The *switch request* shall include an attestation duly signed by:

- a) The *Supplier* and the *Contestable Customer* of the existence of a *retail supply contract* between the two parties, and the term of the *retail supply contract* including the effectivity dates;
- b) The *Supplier* and the relevant *Distribution Utility* of the existence of a valid wheeling service agreement covering the *Contestable Customer*,

- c) The *Supplier* and the registered *Retail Metering Services Provider* of the existence of a metering services agreement covering the *Contestable Customer*; and
- d) The incumbent *Supplier* or, if not served by a *Supplier*, relevant *Distribution Utility* that the *Contestable Customer* has no outstanding balance.

3.2.2.4 If the *Central Registration Body* verifies that all the conditions are met, the *Central Registration Body* shall:

- a) Notify the *Market Operator* of the *switch request* within one (1) *working day*;
- b) Confirm if the customer information of the *Contestable Customer* required under Clause 2.3.1 has been submitted by the *Distribution Utility* within one (1) *working day*; and
- c) Inform the relevant *Distribution Utility* and *Retail Metering Services Provider* of the *switch request* within one (1) *working day*.

3.2.2.5 The new *Supplier* shall update its prudential requirements if so required by the *Market Operator* to ensure that it fully satisfies the prudential requirement as set out in the *WESM Rules*.

3.2.2.6 Within one (1) *working day* from confirmation of the compliance of the new *Supplier*, the *Market Operator* shall notify the *Central Registration Body* that the new *Supplier* has complied with the prudential requirements of the *WESM*.

3.2.2.7 If the *Central Registration Body* determines under Clause 3.2.2.4(b) that the *Contestable Customer* has lacking customer information, the *Central Registration Body* shall notify the relevant *Distribution Utility* within one (1) *working day* to provide the necessary information.

3.2.2.8 A *Distribution Utility* that has received a notification in accordance with Clause 3.2.2.7 shall submit the necessary information within fifteen (15) *working days* from the receipt of the notification. The *Central Registration Body* shall inform the new *Supplier* of the lacking customer information and the status of the submission of the *Distribution Utility*. Failure to submit may subject the DU to appropriate sanctions.

3.2.2.9 The *Contestable Customer* shall be responsible for ensuring that it has fully complied with its obligations to the new *Supplier*, including but not limited to the posting of security deposits.

3.2.2.10 If the *Central Registration Body* verifies that the conditions set forth in Clause 3.2.1.3 are not met, the *Central Registration Body* shall notify the *Supplier* that the *switch request* will not be processed and shall require the

*Supplier* to submit a new *switch request* when all conditions have been met by the *Supplier*.”

(aa) Clause 3.2.3 (Customer Relocation) and its Subclauses under Contestable Customer Transactions is amended to read as –

“3.2.3 Customer Relocation

3.2.3.1 A *Contestable Customer* that wishes to relocate to a new service address within the same franchise area or in the franchise area of another *Distribution Utility* and wishes to continue to be served by its present *Supplier* shall send a prior request for relocation of service to the *Supplier* and the relevant *Distribution Utilities*.

3.2.3.2 If the *Supplier* agrees to continue to provide service, the parties shall notify the *Central Registration Body* of the relocation and shall effect the relocation in accordance with the requirements and procedures set by the relevant *Distribution Utilities*.

3.2.3.3 If the *Supplier* does not agree to continue to provide service:

- a) The *Contestable Customer* shall, prior to relocation, switch to a new *Supplier* in accordance with the requirements and procedures set in clause 3.2.2.
- b) If the *Contestable Customer* fails to comply with the conditions set out in the previous paragraph, the *Central Registration Body* shall notify the *Supplier* and the relevant *Distribution Utility*. The *Distribution Utility* shall then not permit the relocation to the new service area, or if relocation has already been effected, the *Distribution Utility* concerned shall cause the disconnection of the *Contestable Customer*.

3.2.3.4 The conditions and procedures set out in this clause 3.2.3 shall apply only when the Registered facility of a *Contestable Customer* is transferred to different service address and the certification of contestability issued by the ERC remains valid; Provided, however that if a new certificate of contestability is issued by the ERC for the facility at its new location, this Clause 3.2.3 shall not apply.

- a) The *Contestable Customer* shall be newly registered by the *Central Registration Body* in respect to said facility, which registration shall be governed by Chapter 2 of these *Retail Rules*; and
- b) The *Central Registration Body* shall cease the registration of the previously-registered facility in accordance with Chapter 2 of the *Retail Rules* and relevant *Market Manual*.”

(bb) Clause 3.2.5.3 under Termination of *Supplier* Service by the *Supplier* is amended to read as –

“3.2.5.3 In case of non-renewal or termination of the supply contract, the *Contestable Customer* shall:

- a) Switch to another *Supplier* in accordance with the requirements and procedures set out in Clause 3.2.2; and
- b) If the *Contestable Customer* is a *Direct WESM Member*, be responsible for complying with prudential requirements set out in the *WESM Rules*.”

(cc) Clause 3.2.5.4 under Termination of *Supplier* Service by the *Supplier* is amended to read as –

“3.2.5.4 If the *Contestable Customer* is not a *Direct WESM Member* and it fails to successfully switch to another *Supplier* prior to the expiration of the supply contract, its original *Supplier* shall:

xxx    xxx            xxxx”

(dd) Clause 3.3 (Settlement Quantities and Amounts) and its Subclauses under Transactions is amended to read as –

### “3.3 SETTLEMENT QUANTITIES

3.3.1 The settlement quantities, of *Contestable Customers* and *Suppliers* in each *settlement interval* of the billing period shall be determined in accordance with this Chapter 3.

3.3.2 Determining the Gross Energy Settlement Quantities of *Contestable Customers* and *Suppliers*

3.3.2.1 The *metered quantity* of each *Contestable Customer* connected to a *grid off-take metering point* shall be determined as the net metered flows at their respective metering installations associated with such *grid off-take metering point*.

3.3.2.2 The *Central Registration Body* shall determine the *metered quantity* of the *Contestable Customers* at a *grid off-take metering point* using the meter data provided by the relevant *Retail Metering Services Provider* to the *Central Registration Body* in accordance with the relevant *Market Manual*.

3.3.2.3 The *gross energy settlement quantity* of a *Contestable Customer* that is a *Direct WESM Member* shall be its *metered quantity*.

3.3.2.4 The *gross energy settlement quantity* of a *Supplier* shall be determined for each *grid off-take metering point* with which it has a *Contestable Customer* that is not a *WESM Member*.

3.3.2.5 The *gross energy settlement quantity* of each *Supplier* for each *grid off-take metering point* shall be determined as the sum of the *metered quantities* of all *Contestable Customers* that are not *WESM Members* associated with such *grid off-take metering point*.

### 3.3.3 Provision of Settlement Quantities

3.3.3.1 The *Central Registration Body* shall provide the *Market Operator* the *gross energy settlement quantities* of *Contestable Customers* that are *Direct WESM Members* and *Suppliers* determined under Clause 3.3.2.

3.3.3.2 The settlement of the transactions of *Suppliers* and *Contestable Customers* in the *WESM* and the billing of *Suppliers* and *Contestable Customers* shall be performed by the *Market Operator* in accordance with the settlement process set out in Chapter 3 of the *WESM Rules*.

### 3.3.4 Settlement of *Contestable Customers* with their *Suppliers*

Billing and settlement of the transactions of the *Contestable Customers* with their respective *Suppliers* shall be performed by the parties in accordance with their contracts and applicable rules and regulations promulgated by the *ERC* and other competent agencies.

### 3.3.5 Prudential Requirements

3.3.5.1 *Suppliers* and *Contestable Customers* that are registered as *Direct WESM Members* shall comply with the prudential requirements as set out in Chapter 3 of the *WESM Rules*.

3.3.5.2 The amount of security that will be required of a *Supplier* shall be determined based on the aggregate trading limits and maximum exposure determined in accordance with Chapter 3 of the *WESM Rules* of all the *Contestable Customers* for which such *Supplier* is transacting.

### 3.3.6 Settlement Information

3.3.6.1 Settlement information identifiable to *Retail Competition Participant* shall be treated as confidential information by the *Market Operator* and the



*Central Registration Body* and shall be subject to the provisions of Chapter 5 of the *WESM Rules*.

3.3.6.2 Access to settlement information pertaining to *Contestable Customers* not registered as *Direct WESM Members* shall be provided to their respective *Supplier* counterparties, provided, however that those *Contestable Customers* may be provided access to their own settlement information upon request from the *Central Registration Body*.”

(ee) Clause 3.4.2 under Failure of a Supplier is amended to read as –

“3.4.2 When the *Central Registration Body* determines the occurrence of a last resort event, it shall notify the affected *Contestable Customers*, the *Supplier of Last Resort*, and the defaulting *Supplier* if practicable, of the occurrence and the effective date of the transfer of the *Contestable Customers* to the *Supplier of Last Resort*.”

(ff) Clause 3.4.3 under Failure of a Supplier is amended to read as –

“3.4.3 The following procedures shall be observed upon the occurrence of a last resort event:

xxx    xxx            xxxx

3.4.3.3 The parties shall then notify the *Central Registration Body* that the *Contestable Customer* has agreed to be served by the *Supplier of Last Resort* no later than forty-eight (48) hours after being notified of the occurrence of the last resort event and submit an attestation of the agreement duly signed by the *Contestable Customer* and the *Supplier of Last Resort*.”

(gg) Clause 3.4.5.1 under Failure of a Supplier is amended to read as –

“3.4.5.1 At the instance of the *Central Registration Body* if the *Contestable Customer* that elected to be served by a *Supplier of Last Resort* –

xxx    xxx            xxxx”

(hh) Clause 4.1.1.1 under Scope and Application of Chapter 4 is amended to read as –

“4.1.1.1 Obligations of the *Retail Metering Services Provider*, the *Central Registration Body* and *Retail Competition Participants*;

(ii) Clause 4.1.2 under Scope and Application of Chapter 4 is amended to read as

–

“4.1.2 This Chapter shall apply only to the provision of metering services and *metering installations* by *Retail Metering Services Providers* to *Contestable Customers* that are connected to a distribution system operated by a *Distribution Utility* and have opted to switch to a *Supplier* or procure electricity from the *WESM*.”

(jj) Clause 4.2 (Metering Service Providers) and its Subclauses under Metering is amended to read as –

#### “4.2 METERING SERVICE PROVIDERS

4.2.1 Other than the *Distribution Utility* that acts as the default *Retail Metering Services Provider* for the *Contestable Customers* within its franchise area, all *Retail Metering Services Providers* shall register with the *Central Registration Body* in accordance with Chapter 2 of these Rules before being allowed to provide metering services for retail competition.”

(kk) Clause 4.3.1.2 under Provision of Metering Installations is amended to read as –

“4.3.1.2 Comply in all respects with the requirements of Chapter 7 of the *Distribution Code* relating to unbundled service, relevant regulatory issuances, and relevant *Market Manual* being implemented by the *Central Registration Body*.”

(ll) Clause 4.3.2 under Provision of Metering Installations is amended to read as –

“4.3.2 A *metering installation* shall:

4.3.2.1 Be registered with the *Central Registration Body*; and

4.3.2.2 Have electronic data recording facilities such that all *metering data* can be measured and recorded in an interval basis.”

(mm) Clause 4.3.4.1 under Use of Meters is amended to read as –

“4.3.4.1 The registered *metering installation* shall be used by the *Central Registration Body* as the primary source of *metering data* for the accounting of the transactions of *Contestable Customers* and their *Suppliers*.”

(nn) Clause 4.3.4.3 under Use of Meters is amended to read as –

“4.3.4.3 Where a metering installation is used for purposes in addition to the provision of metering data to the Central Registration Body then:

- a) That use shall not be inconsistent with, or cause any *Retail Competition Participant* to breach any requirements of the *Retail Rules*, the *Distribution Code* or any applicable laws; and

xxx    xxx            xxxx”

(oo) Clause 4.4.2.1 under Data Transfer and Collection is amended to read as –

“4.4.2.1 The *Retail Metering Services Provider* shall retrieve the *metering data* from the meter of all *Contestable Customers* registered under Chapter 2 and transmit the data to the *Central Registration Body* within the period set out in the relevant *Market Manual*.”

(pp) New Clause 4.4.3 (Conversion to Dispatch Interval Data) and its Subclauses under Metering Data is added to read as –

“4.4.3 Conversion to Dispatch Interval Data

4.4.3.1 The *Central Registration Body* shall be responsible for converting the interval *metering data* submitted by the *Retail Metering Services Providers* to *metering data* for each *dispatch interval* of the *WESM*.

4.4.3.2 The *Central Registration Body* shall publish in the relevant *Market Manual* the procedures for converting interval *metering data* to *dispatch interval metering data*.”

(qq) Clause 4.5.3.1 under Rights of Access to Metering Data is amended to read as –

“4.5.3.1 Each *Supplier* whose gross energy settlement quantities are determined by reference to quantities of energy flowing through that metering point,”

(rr) Clause 4.5.4 (Confidentiality) under Databases is amended to read as –

“4.5.4 Confidentiality

*Metering data* identifiable to a *Retail Competition Participant* shall be treated by the *Central Registration Body* and the *Market Operator* as confidential and shall be subject to the provisions of Chapter 5 of the *WESM Rules*.”

(ss) Clause 4.6.2 under Data Validation and Substitution is amended to read as –

“4.6.2 In case of metering data error, the *Retail Metering Services Provider* shall perform validation, estimation and editing in order to derive corrected *metering data*. The *Retail Metering Services Provider* shall substitute *metering data* in accordance with the *relevant Market Manual*.”

(tt) Clause 4.6.2 under Data Validation and Substitution is amended to read as –

“4.6.3 In case of dispute with respect to the validation and substitution implemented by the *Retail Metering Services Provider* under Clauses 4.6.2 of these *Retail Rules*, the *Retail Metering Services Provider* shall issue a certification on the corrected or substituted meter data which shall be submitted to the *Central Registration Body*, the affected *Contestable Customer*, *Supplier* and *Distribution Utility*. The *Retail Metering Services Provider* shall perform the obligations set out in this Clause 4.6.3 notwithstanding any dispute raised by the affected *Contestable Customer*, *Supplier* or *Distribution Utility*.”

(uu) Clause 4.8.2 under Audit of Metering Arrangements is amended to read as –

“The metering arrangements and compliance review and audit shall be conducted in the manner set out in relevant *Retail manual*.”

(vv) Clause 4.9.2 under Formulation and Publication of Market Manual is amended to read as –

“Defines the procedures that *Retail Metering Services Providers* must undertake to substitute erroneous meter data;”

(ww) Chapter 5 (Transitory Provisions) and its Subclauses are hereby deleted.

(xx) The term “Central Registration Body” under Glossary (Chapter 5) is amended to read as –

“*Central Registration Body* - The entity designated by the *DOE* to undertake the management of the required systems and processes and information technology system that is capable of handling *Customer Switching* and information exchange as well as their transactions.”

(yy) The term “Market manual” under Glossary (Chapter 5) is amended to read as –

*“Market manual, also Manual - A manual of specific procedures, systems or protocols for the implementation of the WESM Rules.”*

- (zz) New term “Retail Competition Participant” is added under Glossary (Chapter 5) to read as –

*“Retail Competition Participant – A person or entity registered with the Central Registration Body.”*

- (aaa) The term “Retail Rules” under Glossary (Chapter 5) is amended to read as –

*“Retail Rules - The rules promulgated by the DOE governing the management of the transactions of Suppliers and Contestable Customers, and the operations of the Central Registration Body.”*

- (bbb) The term “Supplier” under Glossary (Chapter 5) is amended to read as –

*“Supplier – refers to any person or entity authorized by the ERC to sell, broker, market or aggregate electricity to the end-users.”*

- (ccc) Appendix A (Settlement Quantities and Amounts) is hereby deleted.

### **Section 3. Amendments to the WESM Market Manual on Billing and Settlement.**

The following provisions in the WESM Manual on Billing and Settlement Manual are hereby amended:

- (a) New Section 3.3 (Central Registration Body) under Responsibilities is added to read as –

#### **“3.3 CENTRAL REGISTRATION BODY**

*The Central Registration Body shall notify the Market Operator of switch requests made by Suppliers.”*

- (b) New Section 7.4.7 (Switch Request) under Procedures is added to read as –

#### **“7.4.7 Switch Request**

- a) Upon receipt of a valid *switch request*, the *Central Registration Body* shall notify the *Market Operator* within one (1) *working day* to assess the compliance of the new *Supplier* with the *prudential requirements*.
- b) With the notification, the *Central Registration Body* shall provide the *Market Operator* the total *metered quantity* from the past twelve (12)

months of the *Contestable Customer* that is the subject of the *switch request* and the number of days covered by the total *metered quantity*.

- c) Within one (1) *working day* from the notification from the *Central Registration Body*, the *Market Operator* shall inform the new *Supplier* to submit the projected percentage of the *metered quantities* of the *Contestable Customer* that will be purchased from the *WESM*.
- d) The *Market Operator* shall calculate the additional security required from the new *Supplier* using the following formula:

$$AS_{s,c} = \frac{HMQ_c}{n_c} \times \frac{35}{30} \times MQE_{s,c} \times AAMP_{\text{past 12 billing periods}}$$

Where:

$AS_{s,c}$  additional security, in PhP, to be provided by *Supplier s* for the switch of *Contestable Customer c*

$HMQ_c$  historical total *metered quantity*, in MWh, of *Contestable Customer c* from the past twelve (12) months

$n_c$  number of days covered by the historical total *metered quantity* of *Contestable Customer c*

$MQE_{s,c}$  *metered quantity* exposure to the *WESM*, in %, of *Contestable Customer c* when supplied by *Supplier s*

$AAMP_{\text{past 12 billing periods}}$  *average actual market price*, in PhP/MWh, for the past twelve (12) *billing periods*

- e) The *Market Operator* shall calculate and provide the new *Supplier* the amount of additional security required within one (1) *working day* from the receipt of the information under Section 7.4.7(c).
- f) The *Market Operator* shall inform the *Central Registration Body* of the compliance of the new *Supplier* within one (1) *working day* from the confirmation of such.”

**Section 4. Amendments to the WESM Market Manual on Registration, Suspension and De-registration Criteria and Procedures.** The following provisions in the *WESM Manual on Registration Suspension and De-registration Criteria and Procedures* are hereby amended:

- (a) New Section 2.3.8 under Level of Participation/Direct & Indirect *WESM Membership* is added to read as –

“2.3.8 A *Contestable Customer* that is connected to the *transmission system* may register as an *Indirect WESM Member* only through a *Direct WESM Member* that is a *Supplier*.”

(b) New Section 3.5.1.4 under Enrolment is added to read as –

“3.5.1.4 Only *Trading Participants* that are *Suppliers* may enroll *Supply customers* that are *Contestable Customers* with the *Market Operator*.”

**Section 5. Amendments to the Retail Manual on Disclosure and Confidentiality of Contestable Customer Information.** The following provisions in the Retail Manual on Disclosure and Confidentiality of Contestable Customer Information are hereby amended:

(a) Section 1 (Purpose & Scope of Application) is amended to read as –

#### “1. PURPOSE & SCOPE OF APPLICATION

Pursuant to Clause 2.3.2.3 of the Rules for Competitive Retail Electricity Spot Market (*Retail Rules*), the *Central Registration Body* shall develop and publish procedures for the request and release of *Contestable Customer* information and the corresponding service fees.

xxx    xxx            xxxx”

(b) Section 3 (General Guidelines) is amended to read as –

#### “3. GENERAL GUIDELINES

The provisions of Chapter 5 of the *WESM Rules* relating to confidentiality and disclosure policies of market information shall be similarly applicable with regard to the disclosure and confidentiality of *Contestable Customer* information.”

(c) Section 5.2 and its subsections under Confidentiality and Disclosure Policy is amended to read as –

“5.2 Subject to the procedures and permitted disclosures set forth in this Manual, Chapter 5 of the *WESM Rules*, and the *Data Privacy Act*, the following *Contestable Customer* information are available for dissemination –

xxx    xxx            xxxx

5.2.3 Details contained in the ERC's Certificates of Contestability;

5.2.4 *Contestable Customer* load data such as a) metered quantities and b) load profile; and

5.2.5 *Contestable Customer* metering and connection details.”

(d) Section 5.3 and its Subsections under Confidentiality and Disclosure Policy is amended to read as –

“5.3 The following *Contestable Customer* information are considered confidential –

5.3.1 *Contestable Customer* load data; and

5.3.2 *Contestable Customer* metering and connection details.”

(e) Section 5.4 under Confidentiality and Disclosure Policy is amended to read as –

“5.4 The following *Contestable Customer* information are considered public or non-confidential –

xxx    xxx            xxxx”

**Section 6. Amendments to the Retail Manual on Retail Market Transactions Procedures.** The following provisions in the Retail Manual on Market Transactions Procedures are hereby amended:

(a) Section I.1 (Purpose) under Introduction and General Guidelines is amended to read as –

“1. PURPOSE & SCOPE OF APPLICATION

Pursuant to Clause 3.2.6 of the *Retail Rules*, the *Central Registration Body* shall prepare and publish a *Market Manual* that sets out in more detail the relevant timelines, requirements, and procedures for carrying out *Contestable Customer’s* transactions.

xxx    xxx            xxxx

This Manual implements relevant provisions of Chapters 3 of the *Retail Rules*.”

(b) Section I.2 (Scope of Application) under Introduction and General Guidelines is amended to read as –

“2. SCOPE OF APPLICATION

This Manual covers the criteria, guidelines, and procedures for the *Customer Switching* requests from Suppliers, *Contestable Customer Relocation* provided in Section 3.2.3 of the *Retail Rules*, termination of Retail Supply Contracts, and for the Failure of Suppliers in the implementation of retail competition.”



- (c) Section I.4 (General Guidelines and Scope) and its Subsections under Introduction and General Guidelines are amended to read as –

“4. GENERAL GUIDELINES AND SCOPE

4.1. The operations of the *Central Registration Body* aims to promote competition, customer choice and empowerment and greater efficiency in the power industry and to reflect the true cost of electricity.

4.2. *Suppliers* and *Contestable Customers* directly connected to Distribution systems shall transact with the *Central Registration Body* in accordance with Chapter 3 of the *Retail Rules*. *Contestable Customers* that are directly connected to the *transmission system* shall transact with their *Suppliers* using the procedures under the *WESM Rules* as an *Indirect* or *Direct WESM Member*.

4.3. Market Operator as the appointed *Central Registration Body* shall facilitate *Customer Switching* between *Suppliers*.<sup>4</sup>

*Footnote:*<sup>4</sup> Clause 1.4.1.1. b, Retail Rules”

- (d) New Section I.5.1.5 (Market Operator) under Compliance and Implementation is amended to read as –

“5.1.5. Market Operator. The *Market Operator* of the *WESM* shall provide the information or document requirement to enable the timely assessment and action on *Customer Switching*.”

- (e) Section II.1 (Coverage) under Customer Switching is amended to read as –

“1. COVERAGE

This Section describes the requirements and procedures that *Suppliers*, *Contestable Customers*, the *Central Registration Body*, and the *Market Operator* must meet and follow when submitting and processing a request to switch *Suppliers*.”

- (f) Section II.2.3 under Overview is amended to read as –

“2.3. Before a *Switch Request* can be submitted by a *Supplier*, the following must be present:

2.3.1. A valid *Retail Supply Contract* between a *Supplier* and the *Contestable Customer* for which the request is made;

2.3.2. An existing and valid wheeling service agreement with the relevant *Distribution Utility* and a metering services agreement with a registered *Retail Metering Services Provider* covering the *Contestable Customer*.

2.3.3. A certification from the incumbent *Supplier* or relevant *Distribution Utility* that the *Contestable Customer* does not have any outstanding balance.”

(g) Section II.2.4 under Overview is amended to read as –

“2.4. If a *Contestable Customer* elects to source its supply from the *WESM* as a *Direct WESM Member*, the *Market Operator* shall submit a *switch request* with the *Central Registration Body* to act as the *Supplier* of the *Contestable Customer* upon approval of its *WESM* membership.”

(h) Section II.3.1 (Submission and Processing of Switch Request) and its Subsections under Switching Procedures are amended to read as –

“3.1. Submission and Processing of Switch Request

3.1.1. Once all requirements are met, an accomplished switch request form shall be submitted by the new *Supplier* to the *Central Registration Body*.<sup>13</sup> The switch request form shall include an attestation duly signed by:

- a) The *Supplier* and the *Contestable Customer* of the existence of a *retail supply contract* between the two parties, and the term of the *retail supply contract* including the effectivity dates;
- b) The *Supplier* and the relevant *Distribution Utility* of the existence of a valid wheeling service agreement covering the *Contestable Customer*;
- c) The *Supplier* and the registered *Retail Metering Services Provider* of the existence of a metering services agreement covering the *Contestable Customer*; and
- d) The incumbent *Supplier* or, if not served by a *Supplier*, relevant *Distribution Utility* that the *Contestable Customer* has no outstanding balance.

3.1.2. Initial Assessment - Within one (1) *working day* from receipt of the switch request, the *Central Registration Body* shall evaluate the switch application for completeness of requirements. In case of an incomplete application, the *Central Registration Body* shall immediately notify the requesting *Supplier* of the lacking requirements and disapprove the *switch request*. The *Supplier* shall be required to submit a new *switch request*.

3.1.3. Processing of Switch Request – The *Central Registration Body* shall verify that all conditions set out in *Retail Rule 3.2.1.3* are met.

The *Central Registration Body* shall notify the *Market Operator* of the *switch request* within one (1) *working day*; and confirm if the customer information of the *contestable customer* required under clause 2.3.1 of the *Retail Rules* has been submitted by the *Distribution Utility* within one (1) *working day*.

The new *Supplier* shall update its prudential requirements if so required by the *Market Operator* to ensure that it fully satisfies the prudential requirement as set out in the *WESM Rules*.

Within one (1) *working day* from confirmation of the compliance of the new *Supplier*, the *Market Operator* shall notify the *Central Registration Body* that the new *Supplier* has complied with the prudential requirements of the *WESM*.

If the *Central Registration Body* determines that the *contestable customer* has lacking customer information, the *Central Registration Body* shall notify the relevant *Distribution Utility* within one (1) *working day* to provide the necessary information. The *Distribution Utility* shall submit the necessary information within fifteen (15) *working days* from the receipt of the notification. The *Central Registration Body* shall inform the new *Supplier* of the lacking customer information and the status of the submission of the *Distribution Utility*.

The *Contestable Customer* shall be responsible for ensuring that it has fully complied with its obligations to the new *Supplier*, including but not limited to the posting of security deposits.

3.1.4. Approval of Switch - Within three (3) *working days* upon confirmation of the compliance of the new *Supplier* with *WESM prudential requirements* and complete customer information from the *Distribution Utility*, the *Central Registration Body* shall approve the *switch request*.

3.1.5. Effectivity of Switch - Upon approval of the *switch request*, the *Central Registration Body* shall request from the new *Supplier* the effective date of the *switch*. The *Central Registration Body* shall effect the *switch* at the date provided by the new *Supplier*. The *Central Registration Body* shall notify the incumbent *Supplier*, the *Contestable Customer* and the relevant *Distribution Utility* of the approval and effective date of the *switch request*.

- (i) Section II.3.2 (Disapproval of Customer Switch and Remedies) and its Subsections under Switching Procedures are amended to read as –

“3.2. Disapproval of Customer Switch and Remedies

3.2.1. The *Central Registration Body* shall disapprove a *switch request* if it does not include all requirements under Section 3.1.1.

3.2.2. Upon completion of all requirements under Section 3.1.1, the *Supplier* shall be required to submit a new *switch request*.

3.2.3. Non-compliance by the *Distribution Utility* in the submission of customer information shall not result in the disapproval of the *switch request*.”

- (j) Section III.2 (Overview) and its Subsections under Customer Relocation are amended to read as –

## “2. OVERVIEW

2.1. A *Contestable Customer* that wishes to relocate to a new service address within the same franchise area and wishes to continue to be served by its present *Supplier* shall send a prior request for relocation of service to the *Supplier* and the relevant *Distribution Utility*.

2.2. xxx      xxx      xxxx

- a. Be newly registered by the *Central Registration Body* in respect to said facility, which registration shall be governed by Chapter 2 of the *Retail Rules* and the *Retail Manual: Registration Criteria and Procedures*; and
- b. The *Central Registration Body* shall cease the registration of the previously-registered facility in accordance with Chapter 2 of the *Retail Rules* and the relevant *Retail Manual*.<sup>19</sup>

*Footnote:*<sup>19</sup> Clause 3.2.3.4 (b), Retail Rules”

- (m) Section III.3 (Procedures) and its Subsections under Registration of Metering Service Providers are amended to read as –

## “3. PROCEDURES

3.1. If the present *Supplier* agrees to continue to provide service, the *Contestable Customer* shall submit a Customer Relocation Form to the *Central Registration Body* evidencing the concurrence of the *Supplier* and the relevant *Distribution Utility*.

3.2. xxx      xxx      xxxx

- a. The *Contestable Customer* shall switch to a new *Supplier* in accordance with the requirements and procedures set out in Clause 3.2.2 of the *Retail Rules* and Chapter II of this Manual prior to relocation.
- b. If a *Contestable Customer* fails to comply with the conditions set out in the previous paragraph, the *Central Registration Body* shall notify the *Supplier* and the relevant *Distribution Utility*. The *Distribution Utility* shall then not permit relocation to a new service area or if the

relocation has already been effected, the *Distribution Utility* concerned shall cause disconnection of the *Contestable Customer*.”

- (n) Section IV.2.2.2 under Options for Affected Contestable Customer in case of Termination of is amended to read as –

“2.2.2. Application for Direct WESM Membership – Customer Category or Additional Prudential Requirements for Direct WESM Member Contestable Customer – A *Contestable Customer* who is not a *Direct WESM Member* and has a monthly average peak demand of 750 kW or above for the past twelve (12) months may apply as a *Direct WESM Member* to be able to directly purchase its supply requirements from the spot market.

- (o) Section IV.2.3 under Overview is amended to read as –

“2.3. If the *Contestable Customer* is not a *Direct WESM Member* and it fails to successfully switch to another *Supplier* prior to the expiration of the *Retail Supply Contract*, the original *Supplier* shall:

xxx    xxx            xxxx”

- (p) Section IV.3.2.3 (Application as Direct WESM Member by Contestable Customer) under Procedures for Non-renewal or Termination is amended to read as –

### 3.2.3. Application as Direct WESM Member by Contestable Customer

A *Contestable Customer* with a monthly average peak demand of 750 kW or above for the past twelve (12) months may apply as a *Direct WESM Member* in order to cover its supply requirements and to avoid disconnection of *Supplier* by meeting the criteria and procedures for the registration of *WESM Members* and *Trading Participants* set forth in Chapter 2 of the *WESM Rules* and in the *WESM Manual on Registration, Suspension and De-Registration Criteria and Procedures*.”

- (p) Section V.2.2 under Overview is amended to read as –

“2.2. When the *Central Registration Body* determines the occurrence of any of the aforementioned last resort events, a notification shall be sent to the affected *Contestable Customer/s*, the SOLR, and the defaulting *Supplier*, if practicable, of the occurrence and the effective date of the transfer to the SOLR

The *Contestable Customer* shall notify the *Central Registration Body* and the SOLR if it chooses to be served by the latter.

xxx    xxx            xxxx”

- (q) Section V.3.1 (Submission and Processing of Switch Request) under Procedures is amended to read as –

“3.1. Submission and Processing of Switch Request (Switch to SOLR) – Once all parties agree, an accomplished switch request form shall be submitted by the SOLR to the *Central Registration Body* no later than forty-eight (48) hours after being notified of the occurrence of the *Last Resort Supply Event*. The switch request form shall include an attestation of the agreement duly signed by the SOLR and the *Contestable Customer*.”

**Section 7. Amendments to the Retail Manual on Registration Criteria and Procedures.** The following provisions in the Retail Manual on Registration Criteria and Procedures are hereby amended:

- (a) Section I.1 (Purpose & Scope of Application) under Introduction and General Guidelines is amended to read as –

#### “1. PURPOSE & SCOPE OF APPLICATION

Pursuant to Clause 2.5 of the *Retail Rules*, the *Central Registration Body* shall prepare and publish a *Market Manual* that shall provide the requirements and procedures for the registration of *Contestable Customers*, *Suppliers* and *Retail Metering Service Providers* with the *Central Registration Body*. The criteria, guidelines and procedures for registration of *metering installations* are covered by the Retail Metering Manual. The de-registration procedures shall also be governed by this *Market Manual*.

This Manual implements relevant provisions of Chapter 2 of the Rules for Competitive Retail Electricity Market or the *Retail Rules*.”

- (b) Section I.2.4.1 under Organization of the Manual/Interpretation is amended to read as –

“2.4.1. This Manual is divided into three Chapters as follows –

- a) Chapter I – Introduction and General Guidelines
- b) Chapter II – Registration Procedures for Retail Competition Participants
- c) Chapter III – De-Registration”

- (c) Section I.3 (General Guidelines) under Introduction and General Guidelines is amended to read as –

#### “3. GENERAL GUIDELINES

Considering its implications, deregistration with the *Central Registration Body* shall be carried out in strict compliance with the procedures in this *Market Manual*.”

- (d) Section I.4.1 (Compliance and Implementation) and its Subsections under Responsibilities are amended to read as –

“4.1. Compliance and Implementation

4.1.1. Applicants. All *Suppliers* and *Retail Metering Service Providers* applying for registration with the *Central Registration Body* shall comply with the requirements and procedures set forth in this *Market Manual* and in the *Retail Rules*.

4.1.2. Central Registration Body. The *Central Registration Body* shall be responsible for registering *Contestable Customers* and for implementing the registration and post-registration procedures and the handling of information exchange as set forth in this *Market Manual*.

4.1.3. Service Providers. The *Market Operator* as well as the relevant *Retail Metering Services Provider* and *Network Service Provider* shall provide the information or document required of them to enable the timely assessment and action on applications for registration.”

- (e) Section II.1 (Coverage) under Registration Procedures is amended to read as –

“1. COVERAGE

Pursuant to Chapter 2 of the *Retail Rules*, this Section:

- a) Describes the procedures for the registration of *Contestable Customers* by the *Central Registration Body*; and
- b) Prescribes the procedures for applying for registration with the *Central Registration Body* by *Suppliers* and *Retail Metering Services Providers*;

- (f) Section II.2.1 (Overview) under Registration of Suppliers is amended to read as –

“2.1. Overview

In order to transact with the *Central Registration Body*, entities that hold a license or authorization from the *ERC* to act as a retail electricity supplier shall register with the *Central Registration Body*. *Suppliers* should be registered in the *WESM* as *Direct WESM Members* under the *Customer Trading Participant* category and shall fulfill all such registration requirements as provided for in Chapter 2 of the *WESM Rules*.

*Distribution Utilities* shall register with the *Central Registration Body* as *Suppliers* in their capacity as *Local Suppliers* and *Suppliers of Last Resort*.

Applications for registration shall be submitted to the *Central Registration Body* together with documents and information required by the *Central Registration Body* to prove compliance with the requirements for registration.”

- (g) Section II.2.2 (Information Requirements) under Registration of Suppliers is amended to read as –

“2.2. Registration Procedures

2.2.1. The *Supplier* shall submit to the *Central Registration Body* the specific documents and information required as posted in the *market information website* to prove its compliance with the criteria provided under Clause 2.4.1 of the *Retail Rules*.

2.2.2. Once an applicant submits an accomplished application form with supporting requirements, the *Central Registration Body* shall assess and evaluate the application in accordance with Section 5.2 of this *Market Manual*.”

- (h) Section II.3.1 (Overview) under Registration of Contestable Customers is amended to read as –

“3.1. Overview

*Distribution utilities* shall notify the *Central Registration Body* of any end user that has met the requirements to be certified as *Contestable Customer* and shall provide the customer information required in Clause 2.3.1.1 of the *Retail Rules*. Upon such notice, the *Central Registration Body* shall secure confirmation from the *ERC* if such end user has been certified as contestable and, if so certified, shall register the customer as a *Contestable Customer*.

Registration shall be in accordance with the certification of contestability issued by the *Energy Regulatory Commission* which is on a “facility” basis. For registration purposes, entities who have more than one (1) *registered facility* shall have multiple registrations. If a facility is served by more than one *metering installation*, each *metering installation* shall be registered separately.”

- (i) Section II.3.2 (Pre-registration Procedures) and its Subsections under Registration of Contestable Customers are amended to read as –

“3.2. Registration Procedures



3.2.1. Every 15<sup>th</sup> day of the month, *Distribution Utilities* shall notify the *Central Registration Body* and provide customer information of end users that meet the following criteria:

- a) It is not in the *Contestable Customer* registry published under Section 3.3 but has met the requirements to be certified as *Contestable Customers*; or
- b) It is in the *Contestable Customer* registry but has changes in its customer information.

If the 15<sup>th</sup> day of the month falls on a non-working day, the *Distribution Utilities* shall send the notification at the immediately succeeding *working day*.

3.2.2. *Distribution Utilities* shall submit to the *Central Registration Body* or update the following customer information:

- a) Customer name;
- b) Billing and service addresses;
- c) Customer's account number;
- d) Customer contact information (telephone numbers and e-mail addresses);
- e) Meter number;
- f) Meter specifications (interval metering, channels); and
- g) SEIN of the grid *metering point* of the *Distribution Utility* where the supply of the end user passes through.

3.2.3. *Distribution Utilities* shall use the form published by the *Central Registration Body* in the *market information website* in providing the customer information of the end users identified under Section 3.2.1.

3.2.4. Within two (2) *working days* from the deadline provided under Section 3.2.1, the *Central Registration Body* shall request confirmation with the *Energy Regulatory Commission* if the end users that meet the criteria under Section 3.2.1(a) have been certified as *Contestable Customers*.

3.2.5. Upon receipt of confirmation from the *Energy Regulatory Commission*, the *Central Registration Body* shall include the new end users in the registry of *Contestable Customers* and update the published registry within two (2) *working days*.”

- (j) Section II.3.3 (Information Requirements) and its Subsections under Registration of Contestable Customers are amended to read as –

### “3.3. Contestable Customer Registry

3.3.1. The *Central Registration Body* shall maintain a registry of all *Contestable Customers* in the *market information website*.

3.3.2. The *Central Registration Body* shall publish the *Contestable Customer* information as provided under the *Market Manual on Disclosure and Confidentiality of Contestable Customer Information*.”

- (k) New Section II.3.4 (Reporting) and its Subsections under Registration of Contestable Customers are added to read as –

“3.4. Reporting

3.4.1. The *Central Registration Body* shall provide a monthly report to each *Distribution Utility* on the timeliness and completeness of its submission under Section 3.2.1 on or before the end of each month.

3.4.2. The *Central Registration Body* shall submit a quarterly report to the *ERC* and the *DOE* on the timeliness and completeness of the submission of the *Distribution Utilities* with Section 3.2.1 on or before the 15<sup>th</sup> day of the month after the end of each quarter.”

- (l) Section II.4.1 (Overview) under Registration of Metering Service Providers is amended to read as –

“4.1. Overview

Persons or entities wishing to register with the *Central Registration Body* as a *Retail Metering Services Provider* must have been authorized and issued the pertinent license or authorization to operate as *Retail Metering Services Provider* by the *ERC* and shall register with the *Central Registration Body* as a *Retail Metering Services Provider* and shall fulfil all such registration requirements as set out in this *Market Manual*.

Upon the commencement of retail competition, *Distribution Utilities* shall serve as the default *Retail Metering Services Provider* for *Contestable Customers* with service addresses located within their franchise area and are deemed registered with the *Central Registration Body*.”

- (m) Section II.4.2 (Information Requirements) under Registration of Metering Service Providers and its Subsections are amended to read as –

“4.2. Registration Procedures

4.2.1. At the commencement of retail competition, the *Distribution Utilities* acting as default *Retail Metering Services Providers* shall submit the following to the *Central Registration Body*

xxx    xxx            xxxx

4.2.3. Once an applicant submits an accomplished application form with supporting requirements, the *Central Registration Body* shall assess and evaluate the application in accordance with Section 5.2 of this *Market Manual*.”

- (n) Section II.5 (Establishment of Contestable Customer Information) and its Subsections are amended to read as –

## “5. GENERAL REGISTRATION PROCEDURES

### 5.1. Overview

This section describes the general registration procedures for the registration of *Suppliers* and *Retail Metering Services Providers* with the *Central Registration Body*.

### 5.2. Procedures

5.2.1. Within three (3) *working days* from receipt of the application, the *Central Registration Body* shall advise the *Supplier* or *Retail Metering Services Provider* if it requires submission of additional information. In case of failure by the *Supplier* or *Retail Metering Services Provider* to fully comply with the requirement to submit additional information, the *Central Registration Body* may consider the application as withdrawn. The *Supplier* or *Retail Metering Services Provider* shall submit a new application to proceed with its registration.

5.2.2. If the submissions prove the compliance of the *Supplier* or *Retail Metering Services Provider* with the criteria, the *Central Registration Body* shall approve the application of the *Supplier* within three (3) *working days* from the receipt of the application or, if the *Central Registration Body* requested for additional information, three (3) *working days* from the receipt of the additional information; otherwise, it shall disapprove the application.

5.2.3. The *Central Registration Body* shall send a notice within the same *working day* to the *Supplier* or *Retail Metering Services Provider* if its application has been approved or disapproved. If the application was disapproved, the notice shall include the reasons for the disapproval.

### 5.3. Continuing Compliance

To maintain its registration, the *Supplier* or *Retail Metering Services Provider* may be required by the *Central Registration Body* to submit information and documents to show whether or not it continues to comply with the criteria required of *Suppliers* or *Retail Metering Services Providers*.”

- (o) Section III (Suspension, Disconnection and De-Registration) is amended to read as –

## “III. DE-REGISTRATION

## 1. COVERAGE

Pursuant to Chapter 2 of the *Retail Rules*, this Section:

- a) Describes the procedures for the de-registration of *Contestable Customers* by the *Central Registration Body*; and
- b) Prescribes the procedures for de-registration of *Suppliers* by the *Central Registration Body*.

## 2. DE-REGISTRATION OF SUPPLIERS

### 2.1. Overview

A *Supplier* shall be de-registered by the *Central Registration Body* if it has been de-registered in the *WESM* by the *Market Operator*.

### 2.2. Procedures

2.2.1. Within one (1) *working day* from the determination of the date of de-registration of a *Supplier* in the *WESM*, the *Market Operator* shall notify the *Central Registration Body* of such de-registration and its effective date.

2.2.2. Within three (3) *working days*, the *Central Registration Body* shall notify the *Contestable Customers* of the *Supplier* of the de-registration.

2.2.3. The *Central Registration Body* shall de-register the *Supplier* at the date provided by the *Market Operator*.

## 3. DE-REGISTRATION OF CONTESTABLE CUSTOMERS

### 3.1. Overview

A *Contestable Customer* shall be de-registered by the *Central Registration Body* if it has relocated its facility and the *Energy Regulatory Commission* has issued a new *Certificate of Contestability* for the facility, or if the *Certificate of Contestability* for its facility is no longer valid.

### 3.2. Procedures

3.2.1. Upon completion of the relocation of a *Contestable Customer* under Clause 3.2.3 of the *Retail Rules* or confirmation from the *ERC* that the *Certificate of Contestability* of a *Contestable Customer* is no longer valid, the *Central Registration Body* shall de-register the registered facility of the *Contestable Customer*.

3.2.2. The *Central Registration Body* shall update its registry of *Contestable Customers* within two (2) *working days*.”

**Section 8. Amendments to the Retail Manual on Metering Standards and Procedures.** The following provisions in the Retail Metering Standards and Procedures Manual are hereby amended:

(a) Section 1.1 (Purpose) under Introduction is amended to read as –

“1.1 PURPOSE

Pursuant to Clause 4.9 of the *Retail Rules*, the *Central Registration Body* shall formulate and publish a *Market Manual* that:

xxx    xxx            xxxx

As compiled, this Manual consolidates the pertinent metering procedures and standards applicable for *Contestable Customers* and for the reference of *Distribution Utilities, Suppliers, Retail Metering Services Providers*, and the public. More specifically, this Manual, in compliance with Clause 4.9 of the *Retail Rules*, will:

xxx    xxx            xxxx

- c) Describe the procedures that the *Central Registration Body, Contestable Customers, and Suppliers* must follow when registering *Contestable Customer metering installations* with the *Central Registration Body* in accordance with *Retail Rules* Clause 4.3.2.1;

xxx    xxx            xxxx

- e) Describe the procedures of the *Central Registration Body* for the validation, estimation, and revision of *metering data* to make it accounting ready;

xxx    xxx            xxxx

- g) Describe the procedures of the *Philippine Electricity Market Corporation* for the measurement and monitoring of the annual performance of *Retail Metering Services Providers.*”

(b) Section 1.2 (Scope of Application) under Introduction is amended to read as –

“1.2 SCOPE OF APPLICATION

This Manual covers the metering procedures and standards for *metering installations* of *Contestable Customers* that are connected to a *distribution system* operated by a *Distribution Utility* and have opted to switch to a *Supplier* or procure electricity from the *WESM* only.”

- (c) Section 1.4.1 (Compliance and Implementation) under Responsibilities is amended to read as –

“1.4.1 Compliance and Implementation

- a) The *Central Registration Body* shall be responsible for the development, validation, maintenance, publication, and revision of this document in coordination with Retail Competition Participants;

xxx    xxx            xxxx”

- (d) Section 2.1 (Coverage) under Metering Installation Standards is amended to read as –

“2.1 This section defines the metering installation standards that a Contestable Customer meter installation must comply with to be eligible for registration with the Central Registration Body.”

- (e) Section 2.2 (Overview) under Metering Installation Standards is amended to read as –

“2.2 OVERVIEW

- a) A *metering installation* shall be accurate in accordance with the *Retail Rules*, the *Philippine Distribution Code*, and this Manual. For this purpose, the *Central Registration Body* may adopt new technical standards for *metering installations* if necessary, subject to the approval of the DOE.
- b) A *metering installation* shall have electronic data recording facilities such that all *metering data* can be measured and recorded in an interval basis.

xxx    xxx            xxxx”

- (f) Section 2.7 (Existing Metering Installations) under Metering Installation Standards is amended to read as –

“2.7 EXISTING METERING INSTALLATIONS

- a) The *meter* has a mass memory capable of recording demand on an interval basis and have communication ports for remote and manual data retrieval as prescribed by the Energy Regulatory Commission (ERC); and
- b) The Energy Regulatory Commission has tested or verified and sealed the *meter*.”

- (g) Section 4.1 (Coverage) under Metering Installation Registration is amended to read as –

#### “4.1 COVERAGE

Pursuant to *Retail Rules* Clause 4.3.2.1, a *metering installation* shall be registered with the *Central Registration Body*.

This section provides the procedures to be followed by the *Central Registration Body*, *Contestable Customers*, *Suppliers*, and *Retail Metering Services Providers* for the registration of *metering installations* of *Contestable Customers*.”

- (h) Section 4.2 (Overview) under Metering Installation Registration is amended to read as –

#### “4.2 OVERVIEW

In order for a *metering installation* to be successfully registered with the *Central Registration Body*, *Retail Metering Service Providers* must be able to demonstrate to the *Central Registration Body* that the *metering installation* for registration is compliant with the *Retail Rules* and Section 2 of this Manual.”

- (i) Section 4.4.1 (Submission of Application Form and Pertinent Documents) under Registration Procedures is amended to read as –

#### “4.4.1 Submission of Application Form and Pertinent Documents

If the *metering installation* of a *Contestable Customer* subject to a *switch request* is not yet registered with the *Central Registration Body*, its *Retail Metering Services Provider* shall initiate the registration of the *metering installation*.

To initiate the registration of a *metering installation* of a *Contestable Customer*, its *Retail Metering Services Provider*, on behalf of the *Supplier* or *Contestable Customer*, shall submit the following to the *Central Registration Body* by courier:

xxx    xxx                xxxxx

#### d) Meter Testing

For *Contestable Customers* having an average monthly peak demand of 1MW and above, the *Retail Metering Services Provider* shall submit all prior test results of its *meter* within the last two (2) years.

- e) Pro-forma Agreement between the *Contestable Customer* or *Supplier* and its *Retail Metering Services Provider*, and  
f) Documentation of other special features of the *meter*.”

(j) Original Section 4.4.3 (Testing) under Registration Procedures is hereby deleted.

(k) Original Section 4.4.4 (Approval of Application) under Registration Procedures is re-numbered and amended to read as –

“4.4.3 Approval of Application

Upon receipt of all documents indicating the conformance of the *metering installation* for registration to the standards in this Manual, the *Central Registration Body* shall issue its approval to the *metering installation* for registration, update its registry, and *publish* the newly registered *metering installation* of the *Retail Metering Service Provider* in the *market information website*.”

(l) Section 5.2.1.1 (Data Inclusions) under Metering Database is amended to read as –

“5.2.1.1 Data Inclusions

The *metering database* shall include *metering data*, energy data, data substituted in accordance with *Retail Rules* Section 4.6, and all calculations made for accounting purposes.”

(m) Section 5.2.1.3 (Access) under Metering Database is amended to read as –

“5.2.1.3 Access

The only entities entitled to have either direct or remote access to *metering data* on a read-only basis from the *metering database* or the metering register in relation to a *metering point* are:

a) Each *Supplier* whose *gross energy settlement quantities* are determined by reference to quantities of energy flowing through that *metering point*,

xxx    xxx            xxxx”

(n) Section 5.3.1.3 (Timing) under Requirements is amended to read as –

“5.3.1.3 Pursuant to *Retail Rules* Clause 4.3.8, all meter clocks shall be synchronized by the *Retail Metering Services Provider* to Philippine Standard Time (PST) to ensure accuracy of accounting.”

(o) Section 5.3.2.1 (Collection) under Daily Process is amended to read as –

“5.3.2.1 Collection

At an interval basis, the *meter* at the *metering point* of a *Contestable Customer* continuously records *metering data*. Immediately at the end of the



*trading day, the Retail Metering Services Provider shall collect the metering data and event log of the whole trading day from each meter, identified by its Recorder ID (SEIN) and Device ID (Serial Number), of all its associated Contestable Customers registered under Chapter 2 of the Retail Rules.*”

- (p) New Section 5.3.4 (Conversion to Dispatch Interval Data) and its Subsections under Collection and Submission Procedure are added to read as –

“5.3.4 Conversion to Dispatch Interval Data

5.3.4.1 If the *metering data* submitted by the *Retail Metering Services Provider* under Section 5.3.2 and 5.3.3 does not have the same resolution as a *dispatch interval* (e.g., 15-minutes, 30-minutes, 1-hour), the *Central Registration Body* shall convert the *metering data* to a *dispatch interval* basis using the procedure in Section 5.3.4.2.

5.3.4.2 The *Central Registration Body* shall convert *metering data* to a *dispatch interval* basis by dividing the value of the *metering data* evenly across the number of *dispatch intervals* within the duration of the interval of the *metering data* (e.g., 15-minute metering data will be divided by three).

5.3.4.3 The *Central Registration Body* shall review the conversion procedure when the threshold for contestability is reduced.”

- (q) Section 5.4.1 (Failure of the Meter Data Retrieval System) under Emergency Procedures is amended to read as –

“5.4.1 Failure of the Meter Data Retrieval System

xxx    xxx            xxxxx

- b) The *Central Registration Body* shall, upon receipt of the *metering data*, perform validation (refer to Section 6 of this Manual) and process the *metering data* for accounting, and upload the *metering data* to the *metering database*.”

- (r) Section 5.4.2 (Transfer to Emergency Back-up System) under Emergency Procedures is amended to read as –

“5.4.2 Transfer to Emergency Back-up System

xxx    xxx            xxxxx

- iii. Activate the Emergency Back-up Site, upload the *metering data*, perform validation and process the *metering data* for accounting;

xxx    xxx            xxxxx

vi. Resume operations at and upload the *metering data* to the Main Server, perform validation and process the *metering data* for accounting.

xxx    xxx            xxxx”

- (s) Section 6.1 (Coverage) under Data Validation, Estimation and Editing is amended to read as –

#### “6.1 COVERAGE

Pursuant to *Retail Rules* Clause 4.6, the *Retail Metering Services Providers* shall be responsible for supplying accounting-ready meter data to the *Central Registration Body*. In case of *metering data* error, the *Retail Metering Services Providers* shall be responsible for validation, estimation, and editing of the affected *metering data*.

This section provides the methodologies and procedures for validating, estimating, and editing *metering data* for the determination of the *metered quantity* of a *Contestable Customer* in accordance with *Retail Rules* Section 3.3.2.2.”

- (t) Section 6.2 (General Description) under Data Validation, Estimation and Editing is amended to read as –

#### “6.2 GENERAL DESCRIPTION

All *metering data* received by the *Central Registration Body* shall be evaluated using the validation, estimation and editing process described in this section.

The *Central Registration Body* shall issue a *Meter Trouble Report* for all *metering data* that fails the validation component of the Validation, Estimate and Editing process. When *Meter Trouble Reports* are issued, the *Central Registration Body* shall give instructions to the concerned *Distribution Utility* or *Retail Metering Service Provider* who shall investigate the *meter trouble* and subsequently provide a report to the *Central Registration Body*. The concerned *Retail Metering Services Provider* shall then estimate and update the meter data. Procedures regarding *Meter Trouble Reports* are described in more detail in Section 7 of this Manual.”

- (u) Section 6.3.1.1 (Validation Error Categories) under Daily Validation is amended to read as –

#### “6.3.1.1 Validation Error Categories

The Central Registration Body shall perform several checks upon receipt of metering data. These checks are described further in Section 6.3.1.2. Metering data that fails the checks will be reported according to two (2) error categories:

- a) Missing Values
- b) Orphan Values

(v) Section 6.3.1.2 (Validation Checks) under Daily Validation is amended to read as –

“6.3.1.2 Validation Error Categories

The following checks shall be performed by the *Central Registration Body* for the above validation error categories:

- a) Check for missing values; and
- b) Check for values in the *metering data* whose meter is not registered in the *Central Registration Body*.”

(w) Section 6.3.5 (Metering Installation Validation Tests) and its Subsections under Daily Procedures are amended to read as –

“6.3.5 Metering Installation Validation Tests

Pursuant to *Retail Rules* Clause 4.6.2, in case of *metering data* error, the *Retail Metering Services Provider* shall perform validation, estimation and editing in order to derive corrected *metering data*. *Retail Metering Services Providers* shall perform its responsibilities in accordance with the provisions under the *Philippine Distribution Code*. For reference, Appendix D provides suggested validation tests for *Retail Metering Services Providers*.”

(x) Section 6.4.1 (Daily Process) and its Subsections under Estimation Procedures are amended to read as –

“6.4.1 Daily Process

Upon detection of a *metering error* in the daily *metering data*, the *Retail Metering Services Providers* shall correct and estimate the *metering data* on a daily basis in accordance with the estimation procedures under the *Philippine Distribution Code*. Appendix D provides suggested daily estimation procedures for reference of *Retail Metering Services Providers*.”

(y) Section 6.4.2 (Monthly Process) and its Subsections under Estimation Procedures are amended to read as –

“6.4.2 Monthly Process

Upon detection of a *metering error* in the monthly *metering data*, the *Retail Metering Services Providers* shall estimate the *metering data* in accordance with the estimation procedures under the *Philippine Distribution Code*. Appendix D provides suggested monthly estimation procedures for reference of *Retail Metering Services Providers*.”

- (z) Section 6.5 (Editing Procedure) under Data Validation, Estimation and Editing is amended to read as –

“6.5 EDITING PROCEDURE

The *Retail Metering Services Providers* shall submit to the *Central Registration Body* the estimated *metering data* as soon as practicable. The *Central Registration Body* shall update the *metering data* in the *metering database* to correct the values previously submitted by the *Retail Metering Services Provider*. This update shall include actual *metering data* obtained as well as estimated *metering data* within the required period.”

- (aa) Section 6.8 (Approval and Exporting) under Data Validation, Estimation and Editing is amended to read as –

“6.8 APPROVAL AND EXPORTING

The *Central Registration Body* shall approve all received *metering data* before they are used in the accounting process. These *metering data* shall have been reviewed and verified using the methods discussed in Sections 6.3. Settlement-ready *metering data* shall be exported to the accounting process and only approved data are transferrable.”

- (bb) Section 7.4.2.1 (Estimation) under Unresolved Meter Trouble Reports is amended to read as –

“7.4.2.1 Estimation

If a *Meter Trouble Report* is still unresolved after the designated timeline in Section 7.4.1, the *Retail Metering Services Providers* shall implement the estimation and editing of *metering data* in accordance with Section 6 of this Manual.”

- (cc) Section 7.4.2.2 (Late Resolution) and its Subsections under Unresolved Meter Trouble Reports are amended to read as –

“7.4.2.2 Late Resolution

The *Retail Metering Services Provider* may still resolve a *Meter Trouble Report* and provide *metering data* acceptable to the *Central Registration Body* after the deadline set in Section 7.4.1. For late resolutions, the deadline to be reflected in the final settlement statement to be prepared by the *Market Operator* is five (5) *business days* prior to the issuance of the final settlement statement of the affected *trading day*.

7.4.2.2.1 Before Deadline

If the *Retail Metering Services Provider* resolves the *Meter Trouble Report* and submits *metering data* not later than five (5) *business days* prior to the

issuance of the final settlement statement date of the affected *trading day*, the *Central Registration Body* shall use the submitted *metering data* for the determination of the *gross energy settlement quantities* of *Suppliers* or *Contestable Customers* for use by the *Market Operator* in its final settlement of the *Supplier* or *Contestable Customer*.

#### 7.4.2.2.1 After Deadline

If the *Retail Metering Services Provider* resolves the *Meter Trouble Report* and submits *metering data* later than five (5) business days prior to the issuance of the final settlement statement of the affected *trading day*, the *Central Registration Body* shall use the submitted *metering data* for the determination of the *gross energy settlement quantities* of *Suppliers* or *Contestable Customers* for use by the *Market Operator* in its settlement revisions under Clause 3.14.9.2 of the *WESM Rules*.”

- (dd) Section 7.4.2.3 (Certification) under Unresolved Meter Trouble Reports is amended to read as –

#### “7.4.2.3 Certification

In case of dispute with respect to the validation and substitution implemented by the *Retail Metering Services Provider*, the *Retail Metering Services Provider* shall provide a certification on the adjusted *metering data* in accordance with *Retail Rules* Clause 4.6.3.”

- (ee) Section 7.4.2.4 (Metering Installation Malfunction) under Unresolved Meter Trouble Reports is hereby deleted.

- (ff) Section 8.1 (Coverage) under Performance Management is amended to read as –

#### “8.1 COVERAGE

This section provides the *Contestable Customers*, *Suppliers*, *Retail Metering Services Providers*, and the *Central Registration Body*, and the *Philippine Electricity Market Corporation* the steps for the review, evaluation and measurement of the performance of a *Retail Metering Services Provider*.”

- (gg) Section 8.2 (Obligations) under Performance Management is amended to read as –

#### “8.2 OBLIGATIONS

The *Philippine Electricity Market Corporation* shall conduct periodic monitoring and reporting of the ratings of *Retail Metering Services Providers* using the measures in this section.

The *Retail Metering Services Providers* shall, if requested, provide the *Philippine Electricity Market Corporation* information necessary for the measurement of their performance.”

- (ff) Section 8.4 (Performance Measures) under Performance Management is amended to read as –

#### “8.4 PERFORMANCE MEASURES

The *Philippine Electricity Market Corporation* shall rate the performance of *Retail Metering Services Providers* against the standards set forth in this section.”

- (gg) Section 8.5 (Monitoring Procedures) and its Subsections under Performance Management are amended to read as –

#### “8.5 MONITORING PROCEDURES

The *Philippine Electricity Market Corporation* shall calculate the performance measures and the overall performance score (Refer to Section 8.4 for details) of each *Retail Metering Services Provider* on a monthly, semi-annual and annual basis.

##### 8.5.1 Monthly Performance Monitoring

After every *billing period*, the *Philippine Electricity Market Corporation* shall release to concerned *Contestable Customers, Suppliers* and *Retail Metering Service Providers* the service delivery ratings (refer to Section 8.4.1) of their associated *Retail Metering Service Provider*. If requested, the *Philippine Electricity Market Corporation* shall discuss the results of the performance monitoring with the concerned *Contestable Customer, Supplier, or Retail Metering Service Provider*. The results of the monthly performance monitoring shall be published in the *market information website*.

##### 8.5.2 Semi-Annual Customer Satisfaction Monitoring

Every six (6) months, the *Philippine Electricity Market Corporation* shall determine the customer satisfaction rating of the *Retail Metering Services Providers* through the issuance of the Customer Satisfaction Rating Sheet to all direct *Contestable Customers* and *Suppliers*. The *Philippine Electricity Market Corporation* shall require the direct *Contestable Customers* and *Suppliers* to accomplish and submit the Customer Satisfaction Rating Sheets back to the *Philippine Electricity Market Corporation*.

xxx    xxx            xxxxx

##### 8.5.3 Annual Performance Monitoring

The Annual Performance of *Retail Metering Services Providers* shall be published by the Philippine Electricity Market Corporation (PEMC) in its *PEMC* website.

xxx    xxx            xxxx”

(hh) New Appendix D for Metering Data Validation and Estimation Procedures is added to the Retail Market Manual on Metering Standards and Procedures, and presented as Annex A to this Circular.

**Section 9. Separability Clause.** If for any reason, any section or provision of this Circular is declared unconstitutional or invalid, such parts not affected shall remain valid and subsisting.

**Section 10. Effectivity.** This Circular shall take effect 15 days following its complete publication in at least two (2) newspapers of general circulation and shall remain in effect until otherwise revoked.

Issued this \_\_\_\_ October 2019 at the DOE, Energy Center, Rizal Drive, Bonifacio Global City, Taguig City, Metro Manila.

**ALFONSO G. CUSI**  
Secretary