Agenda

Introductory registry training

14-15 June 2016, 9.30am – 4pm

Cliftons, Level 28, Majestic Centre, 100 Willis Street, Wellington

The course is suitable for people that have little or no registry knowledge or experience. Course size is limited to 25 attendees, each attendee will have their own computer to work live on the test registry. Two trainers will be circulating to assist attendees.

Attendees will cover the following:

1. what the registry is and where it fits into the operation of the electricity market

2. what the registry does

3. how to operate the registry

4. hands on exercises for the life cycle management of an ICP, with attendees acting firstly as a distributor, then a retailer, then an MEP. It is intended that 75% of the course will be hands on exercises.

Attendees can also bring along cases or particular problems that they wish to discuss, providing these ASAP so we can consider a response would be great.

The electricity industry

- Structure
- Legislation
- Participants
- Compliance process

Operation of the industry

- Data flows
- Network types
- Registry
- Physical settlement
- Financial settlement
- EIEPs
- Points of connection
- New ICP connection process
- Metering configurations and how to read them
- Overview of Code obligations on registry maintenance and switching, timing etc
- Consequences of an error or delay on the registry
- Definitions
    a. Register content codes and periods of availability
    b. Price and loss category codes

Registry practical exercises on

- Structure
- Use of web screens
- SFTP
- Web services
- Events structure
- ICP status
- Screens and how to read them
- Static data tables
- Interface methods
- Reports available
- Running searches
- Acknowledgments
- Notifications
- Alerts
- Error codes
- Running reports
- Searches

As a distributor practical exercises on

- ICP creation and life cycle maintenance
- Static data maintenance
- Reversing and replacing events

As a trader practical exercises on

- ICP life cycle maintenance
- ICP initial assignment
- ICP switching and switch types
- ICP switch withdrawals
- Change of switch event read
- MEP switching
- Reversing and replacing events

As an MEP practical exercises on

- MEP acceptance
- MEP switching
- ICP life cycle maintenance
- Adding and deleting metering installations and components
- Reversing and replacing events

Problem solving in the registry practical exercises

- Where to get help
- Examples that users may have or bring along
- Common errors and omissions and how to fix them