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| **FORM** |
| CER-RET-036 |
| V1.1 6/04/2023 |

Application to vary what constitutes a power station

- under section 30C of the *Renewable Energy (Electricity) Act 2000*

# Purpose of this form

This form is to be used to apply to the Clean Energy Regulator under section 30C of the *Renewable Energy (Electricity) Act 2000* to vary an existing determination of which components of an electricity generation system are taken to be an accredited power station.

### Eligibility

The Clean Energy Regulator may vary an existing determination of which components of an electricity generation system are taken to be an accredited power station.

The Clean Energy Regulator may do so only in relation to an accredited power station.

The Clean Energy Regulator may do so on its own initiative or upon application by the nominated person for the accredited power station.

# Instructions for completing this form

Please read each part of the application carefully, fully answer all the questions, sign where indicated, and attach the required documentation.

You must complete and submit:

* **Part A: Nominated person details**
* **Part B: Power station details**
* **Part C: Variation to power station details**
* **Part H: Declaration**

If relevant to your power station variation, you must complete and submit the following sections:

* **Part D: Variation to metering details**
* **Part E: Variation to LGC methodology**
* **Part F: Approval details**
* **Part G: Declaration – Each other stakeholder (if any)**

You can choose to complete this form by:

* printing the form and filling it in by hand, or
* saving the form and filling in an electronic copy.

Note that if you choose the second option, there may be times when you will need to print certain sections to sign them or to complete multiple entries for a single set of questions. These sections may be scanned back into the computer and submitted electronically with the rest of the form.

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| --- | --- |
| Pen colours | Please use a **black** or **blue** pen to write on the form. |
| Check boxes | Mark boxes like this □ with a ✔ or ✘. When an instruction asks you to ‘tick’ the box, you can still use either ✔ or ✘. |
| Go to | Where you see an instruction like this - **□** Go to **question 5** - mark the relevant box with a ✔ or ✘and then skip to the question number shown. You do not need to answer the question(s) in between.  Where an instruction has a black double arrow (⏩), go to the next indicated part/section. Where an instruction has a black single arrow (⏵), go to the next question. Where an instruction has a black single arrow pointing down (⏷), fill in the field(s) directly below. |
| Mandatory questions | If all fields in a question are mandatory and must be completed, **(required)** is added to the end of the question label text. If a field in a question is mandatory only IF a condition is met, **(required if any)** is added to the end of the question label text. |
| ⏵ | This symbol indicates an instruction on what to do next. |
| 🛈 | This symbol indicates additional useful guidance to filling in the adjacent field or section. |
| 🗐 | This symbol advises that more than one entry may be required for the section and therefore you may need to photocopy or print the section or fill in a duplicate section. |
| 🖈 | This symbol advises that additional documentation to support a claim may need to be attached to the application. |

### Help filling in this form

If you require assistance or have any questions regarding this application process, please contact the Clean Energy Regulator general enquiries line on **1300 553 542** or email [RETPowerstations@cleanenergyregulator.gov.au](mailto:RETPowerstations@cleanenergyregulator.gov.au).

### Submitting this form

A signed copy of this form should be kept for your records.

#### By email

Email the completed application to the Clean Energy Regulator at [RETPowerstations@cleanenergyregulator.gov.au](mailto:RETPowerstations@cleanenergyregulator.gov.au).

If the email and its attachments (the application and supporting documents) are larger than 10MB, they must be sent using multiple emails that are clearly marked (ie by including an identifier in the subject line, e.g. '1 of 3', '2 of 3', '3 of 3'). The signed application form must be saved as a single scanned file and not split into parts. Files may be zipped to reduce their size.

|  |  |
| --- | --- |
| Office use: |  |

1. Nominated person details

* Please enter details of the nominated person and the primary contact for the accredited power station.

1. Nominated person name (required)

* The name must be the same as the listing in the REC Registry.

|  |  |
| --- | --- |
| Company or Individual Name |  |

1. Nominated Person’s registration number (required)

* The registration number is found by searching the REC Registry ‘Register of registered persons’.

|  |  |
| --- | --- |
| Registration number |  |

1. Details of primary contact (required)

* The Primary Contact is the person that maintains the REC Registry account for the nominated person.

|  |  |
| --- | --- |
| Title  (e.g. Mr, Ms, Mrs, Dr) |  |
| Name |  |
| Position |  |

1. Power station details

* Please provide details of the power station.
* Please attach a single line electrical diagram(s) of the power station to this application. Clearly highlight the changes in components and the location of each of the meters.

1. Power station name (required)

* The power station name must be the same as the listing in the REC Registry.

|  |  |
| --- | --- |
| Name |  |

1. Power station accreditation code (required)

* The code given to the power station at the time of accreditation. It must be the same as the listing in the REC Registry.

|  |  |
| --- | --- |
| Accreditation code |  |

1. Meter details (required)

* Give details of all pre-existing electricity meter(s) used in the calculation of LGC entitlements for the power station prior to lodging this form. For all the meters include the meter serial number, the meter NMI, the type, manufacturer, model, class and accuracy of the meter.
* NMI is the National Metering Identifier for the power station. List all NMIs used

|  |  |
| --- | --- |
| Meter details |  |

Part C: Variation to power station details

* In the section below provide information on changes being made to the accredited power station. Where a detail is unchanged, enter the existing information on the power station or ‘no change’.

1. Capacity of the power station as accredited (required)

* *The power station capacity, in megawatts (MW), must be the same as that shown in the REC Registry listing.*

|  |  |
| --- | --- |
| Capacity |  |

1. Capacity of variation (required)

* If the variation includes a capacity change for the power station, in megawatts (MW)

|  |  |
| --- | --- |
| Capacity |  |

1. Total capacity of varied power station (required)

* In megawatts (MW)

|  |  |
| --- | --- |
| Capacity |  |

1. What is the effective date of the power station variation? (required)

|  |  |
| --- | --- |
| Effective date | dd/mm/yyyy |

1. Retained power station components (required)

* Specify the components of the electricity generation system that are retained in the existing power station.
* Refer to Schedule 1 of the Renewable Energy (Electricity) Regulations 2001 (REE Regulations) for guidance on components that may be taken to be part of an accredited power station.

|  |  |
| --- | --- |
| Components |  |

1. Are batteries, or will batteries, be included as components of the power station? (required)

* If yes, specify if the batteries are retained in the existing power station, or will be included as changed components.
* Specify the MW capacity of the batteries, and the type, make, and model.

|  |  |  |
| --- | --- | --- |
| No |  | Go to the next question. ⏵ |
| Yes |  | Provide details below of the batteries. ⏷ |

1. Varied power station components (required)

* Specify the components of the electricity generation system including the existing power station and the changed components. Please include manufacturer and model details.
* Refer to Schedule 1 of the REE Regulations for guidance on components that may be taken to be part of an accredited power station.

|  |  |
| --- | --- |
| Added components |  |
| Removed components |  |

1. Eligible renewable energy sources (required)

* Tick all the eligible renewable energy sources being utilised by the power station after this variation.

|  |  |
| --- | --- |
|  | Agricultural waste |
|  | Bagasse |
|  | Biomass based components of MSW |
|  | Black liquor |
|  | Energy crops |
|  | Food waste |
|  | Food processing waste |
|  | Geothermal - Aquifer |
|  | Hot dry rock |
|  | Hydro |
|  | Landfill |
|  | Ocean |
|  | Sewage gas and biomass based components of sewage |
|  | Solar |
|  | Tide |
|  | Waste from processing of agricultural products |
|  | Wave |
|  | Wind |
|  | Wood waste |

* For any utilised sources listed below, please describe component renewable/eligible energy sources.

|  |  |
| --- | --- |
| Wood waste | * If using Wood Waste you must attach documents which demonstrate that one or several sources of the Wood Waste meet the eligibility requirements in Regulation 8 of the REE Regulations. ‘Wood Waste Eligibility Assessment Sheets’ can be downloaded from the Renewable Energy Target section of the Clean Energy Regulator website for assistance in meeting this requirement. |
| Energy crops | * If using Energy Crops you must attach documents which demonstrate compliance with the eligibility requirements in Regulation 9 of the REE Regulations. |
| Hydro | * *Hydro power stations must attach a diagram of the complete scheme indicating full supply levels, water courses, interconnected power stations, pumping equipment and metering sites.* |
| Landfill gas | * *Landfill gas power stations must attach maps of the landfill site, generation location, nearby landfill gas sites and generators, and details of gas or electrical interconnections between generators and landfill gas cells.* |

1. Ineligible fuels (required if any)

* Tick all the ineligible energy sources (if any) being utilised by the power station after this variation.

|  |  |
| --- | --- |
|  | Black coal |
|  | Lignite (brown coal) |
|  | Diesel |
|  | Natural gas |
|  | Coal seam methane |
|  | Oil |
|  | Other: specify |

Part D: Variation to metering details

* Provide details of the power station electricity metering if being changed from those given in question 6.
* Please attach a single line electrical diagram(s) of the power station to this application. Clearly highlight the location of each of the meters.

1. If the power station is transmission network connected, provide details of the Transmission Network Identifier (TNI) code and the Marginal Loss Factor (MLF) or equivalent. State whether these are calendar or financial year loss factors (required if any)

|  |  |
| --- | --- |
| TNI code  (from NEM) |  |
| MLF  (or equivalent) |  |
| Year type  (calendar or financial) |  |

1. Does the metering comply with National Electricity Market (NEM) or other jurisdictional standards? (required)

* If the power station is operating within the NEM, the meter must meet the requirements of [chapter 7 of the National Electricity Rules](http://www.aemc.gov.au/Energy-Rules/National-electricity-rules/Current-Rules).

|  |  |
| --- | --- |
|  | Yes – NEM |
|  | Yes – Jurisdictional |
|  | No |

1. Do the meters measure all auxiliary and imported electricity? (required)

|  |  |  |
| --- | --- | --- |
| Yes |  | Go to the next question. ⏵ |
| No |  | Provide details below of auxiliary and imported electricity. ⏷ |

1. Meter details (required)

* Describe the meter details. For all the meters include the meter serial number, the meter NMI, the type, manufacturer, model, class and accuracy of the meter.
* NMI is the National Metering Identifier for the power station. List all NMIs used.

|  |  |
| --- | --- |
| Meter details |  |

1. Metering point(s) (required)

* Describe the metering point(s). For all meters describe what the meter measures (such as power station imports, power station exports and auxiliary loads), and the location of the meters with reference to the electrical single line diagram for the power station.

|  |  |
| --- | --- |
| Metering point(s) |  |

Part E: Variation to LGC methodology

* Provide details of how you will measure the eligible electricity to calculate the power station’s LGC entitlement should the power station variation be approved by the Clean Energy Regulator.

### Amount of electricity generated by an accredited power station

The amount of eligible electricity generated by an accredited power station is defined by Regulation 14(1) of the REE Regulations.

Regulation 14(1) states:

The amount of electricity generated by an accredited power station in a year is:

**TLEG - (FSL + AUX + (DLEG x (1 - MLF)))**

where:

**TLEG** is the total amount of electricity, in MWh, generated by the power station in the year, as measured at all generator terminals of the power station in the year.

**FSL** is the amount (if any) of electricity, in MWh, generated by the power station in the year using energy sources that are not eligible renewable energy sources, worked out under regulation 15.

**AUX** is the auxiliary loss, in MWh, for the power station for the year

* Note: See regulation 16 in relation to working out the auxiliary loss if some of the electricity generated by the power station in the year was generated using energy sources that are not eligible renewable energy sources.
* Note that the definition of AUX is clarified in Regulation 3B. Regulation 3B states:

(1) For a power station, auxiliary loss means the amount of electricity used in generating electricity, and operating and maintaining the power station, but does not include any electricity used for network control ancillary services.

(2) For a hydro electric power station, auxiliary loss also includes the amount of electricity that is used to pump or to raise water before its release for hydro electric generation.

**DLEG** is the amount of electricity, in MWh, transmitted or distributed by the power station in the year, measured:

1. if the power station is part of the national electricity market – at the point determined under the National Electricity Rules; or
2. in any other case – at the point determined by an authority of the State or Territory where the power station is located.

**MLF** is the marginal loss factor, to allow for the amount of electricity losses in transmission networks, determined by:

1. if the power station is part of the national electricity market – AEMO; or
2. in any other case – an authority of the State or Territory where the power station is located.

### Methodology

1. Variation to LGC Methodology (required)

* Describe the variation to the methodology which you propose to employ to calculate the eligible electricity using Regulation 14 in the event that the Clean Energy Regulator approves the application. Include a description of which meters (as previously listed) will be used to measure TLEG, AUX, FSL and DLEG where appropriate. Please see the Explanatory Notes for assistance.
* The Clean Energy Regulator reserves the right to refuse a proposed methodology, and require that the Clean Energy Regulator methodology be used.

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| --- | --- |
| Methodology |  |

Part F: Approval details

* Attach copies of all approvals to this application.

1. Provide details of all additional approvals required for the variation of the power station (required)

* Please provide all relevant environmental, planning, building or other approvals (Commonwealth, state/territory and local)
* List approvals, date obtained and expiry dates.

|  |  |
| --- | --- |
| Approval details |  |

Part G: Declaration – Each other stakeholder (if any)

This section must be signed by each other current stakeholder in the power station (if any). If there is more than one stakeholder this section should be reproduced and completed by each stakeholder. It may be signed by an individual stakeholder or by a representative of the stakeholder on their behalf.

The representative must be:

* For a body corporate, the executive officer for whom details are provided in this application.
* For a trust, one of the trustees for whom details are provided in this application.
* For a corporation sole, the individual constituting the corporation sole for whom details are provided in this application.
* For a body politic or local governing body, the officeholder for whom details are provided in this application.

By signing below, the signatory:

* declares that the information supplied in this form is true and correct and that he/she is authorised to make this application on behalf of the applicant named in the form;
* agrees to the making of this application; and
* acknowledges that giving false or misleading information is a serious offence and carries penalties under the *Criminal Code Act 1995.*

|  |  |
| --- | --- |
| Full name of signatory |  |
| Title/position |  |
| Organisation  (if applicable) |  |
| Signature |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  | Day (dd) | Month (mm) | Year (yyyy) |
| Signature date |  |  |  |

Part H: Declaration

This section must be signed by the applicant, if an individual, or by a representative of the applicant on their behalf.

The representative must be:

* For a body corporate, the executive officer for whom details are provided in this application.
* For a trust, one of the trustees for whom details are provided in this application.
* For a corporation sole, the individual constituting the corporation sole for whom details are provided in this application.
* For a body politic or local governing body, the officeholder for whom details are provided in this application.

By signing below, the signatory:

* declares that the information supplied in this form is true and correct and that he/she is authorised to make this application on behalf of the applicant named in the form;
* declares that the each other stakeholder in relation to the power station has agreed to the making of this application; and
* acknowledges that giving false or misleading information is a serious offence and carries penalties under the *Criminal Code Act 1995.*

|  |  |
| --- | --- |
| Full name of signatory |  |
| Title/position |  |
| Organisation  (if applicable) |  |
| Signature |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  | Day (dd) | Month (mm) | Year (yyyy) |
| Signature date |  |  |  |

# Application checklist

* Have you completed the following? Tick the box when you have completed the task beside it.

|  |  |
| --- | --- |
|  | **Section A – Nominated person details**  This section must be completed. |
|  | **Section B – Power station details**  This section must be completed. Specify in detail the components of the system that the applicant considers to be part of the power station. |
|  | **Section C – Variation to Power station details**  This section must be completed. Specify in detail the variation of components of the system that the applicant considers to be part of the power station. |
|  | **Section D – Variation to Metering details**  This section must be completed. Provide details of the metering used by the power station. Single line diagrams of the power station, with the electricity meters clearly highlighted, must be attached to this application |
|  | **Section E – Variation to LGC methodology**  Provide details of the proposed methodology for calculating the LGC eligibility for the power station. |
|  | **Section F – Approval details**  This section must be completed. All relevant approvals must be listed in this section. Copies of the relevant approval must be provided with this application. |
|  | **Section G – Declaration each other stakeholder (if any)**  This section must be completed by each stakeholder, other than the applicant.  Before signing, the stakeholder should ensure all the details are correct and that they agree to the making of this application. |
|  | **Section H – Declaration**  This section must be completed by the applicant who may be either the owner or operator of the power station (where appropriate).  Before signing, the applicant should ensure all the details are correct and that all stakeholders have agreed to the making of this application (where appropriate). |
|  | **Attachments**  Please submit all relevant attachments, including generation data, fuel eligibility sheets, electrical single-line diagram(s), photographs and approvals. |

### Protection of information

The Clean Energy Regulator is bound by the secrecy provisions of Part 3 of the *Clean Energy Regulator Act 2011* for the information it collects in relation to this application and also by the *Privacy Act 1988* in regard to personal information it collects.

### Privacy statement

'Personal information', is defined in the *Privacy Act 1988*, to mean information or an opinion about an identified individual, or an individual who is reasonably identifiable:

1. whether the information or opinion is true or not; and
2. whether the information or opinion is recorded in a material form or not.

The collection of personal information relating to this application is authorised by the *Renewable Energy (Electricity) Act 2000* (Cth).

Personal information collected in relation to this application will be used for the purpose of assessing the application, auditing compliance, enforcement of relevant laws and regulations and for related purposes. We cannot process the application if we do not collect relevant personal information.

The Clean Energy Regulator’s Privacy Policy contains information about the agency’s procedures for handling personal information including how a person can access their personal information held by the agency, and how to seek correction of such information. The Privacy Policy also contains information about how to complain about a breach of the Australian Privacy Principles. The Clean Energy Regulator’s Privacy Policy can be found at [www.cleanenergyregulator.gov.au](http://www.cleanenergyregulator.gov.au/).

### Disclosure of information

The Clean Energy Regulator and authorised staff are only able to disclose information relating to the affairs of a person (including personal information) collected in relation to this application in accordance with the *Clean Energy Regulator Act 2011* or as otherwise required by law.

Part 3 of the *Clean Energy Regulator Act 2011* prevents disclosure of relevant information except in circumstances set out in that Part. Those circumstances include:

* disclosure for the purposes of a climate change law
* disclosure to the Minister
* disclosure of summaries or statistics if those summaries or statistics are not likely to enable the identification of a person
* disclosure to certain bodies where the Chair of the Clean Energy Regulator is satisfied that disclosure will assist those bodies in the performance of their functions or powers, including the Australian Securities and Investment Commission, and the Australian Competition and Consumer Commission, and
* disclosure for the purposes of enforcement of the criminal law, enforcement of a law imposing a pecuniary penalty or for protection of the public revenue, if the Chair of the Clean Energy Regulator is satisfied that disclosure is reasonably necessary for such purpose.

### Accessibility disclaimer

The Clean Energy Regulator has worked to ensure that this document is accessible but please contact us to obtain an alternative version if you are having difficulty or you have specific accessibility needs. Please call **1300 553 542** or email the name of the form and your needs to [enquiries@cleanenergyregulator.gov.au](mailto:enquiries@cleanenergyregulator.gov.au).

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