



Submit Energy Inventory User Guide

Version 1.1

2023

ISO New England Inc.



About this user guide

The User Guide is grouped into independent sections arranged by topics. It is not necessary to read the guide from beginning to end.

You may:

- Select a topic from the Table of Contents



CAUTION

- ❖ Company names and any numerical values are fictitious and not to be associated with any actual market customer.
- ❖ Though we strive to maintain this guide current, the screen views in this guide may not fully reflect the current production environment.

Change Summary

Revision	Date	Comments
Version 1.0	October 1, 2023	Initial release
Version 1.1	November 30 ,2023	Updated to note that the UI only accepts affidavits in PDF format

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1 Overview:

Certain participants have the responsibility to submit Inventoried Energy Program (IEP) readings to ISO New England for market settlement. The Submit Energy Inventory user interface for this activity resides in the SMS Applications Home Page, which is accessed through Internet facilities with a web browser matching the following requirements:

- Google Chrome or Microsoft Edge
- Configured to execute JavaScript
- Capable of 128/256-bit TLS 1.2/TLS 1.3 encryption with permitted cipher-suite
- Capable of accepting cookies

Additional software and hardware requirements for accessing the ISO-NE SMD marketplace are listed on the ISO-NE web page at: <https://www.iso-ne.com/participate/support/web-browser-support>

Users need to register with ISO-NE Participant Support in order to submit, and search for inventory information in the SMD Application.

Registration for market system users can be done by going to the registration area of the ISO-NE web page at: <https://www.iso-ne.com/participate/applications-status-changes/new-registration>

Once registered, market system users will be provided with the link to access the SMD Applications Home Page, which will then allow direct access to SMD software applications.

Access to the SMD Sandbox will also be restricted to registered market system users. Questions or inquiries about market access should be addressed to ISO-NE Participant Support.

Summary: The Inventoried Energy Program

Appendix K of Section III of the ISO New England Inc. Transmission, Markets, and Services Tariff establishes the Inventoried Energy Program. It is an interim program designed to provide incremental compensation to resources that maintain inventoried energy during cold periods (defined as Inventoried Energy Days per Section III.K.3.1) when winter energy security is most stressed. The program covers two winter periods: December 2023 to February 2024 and December 2024 to February 2025.

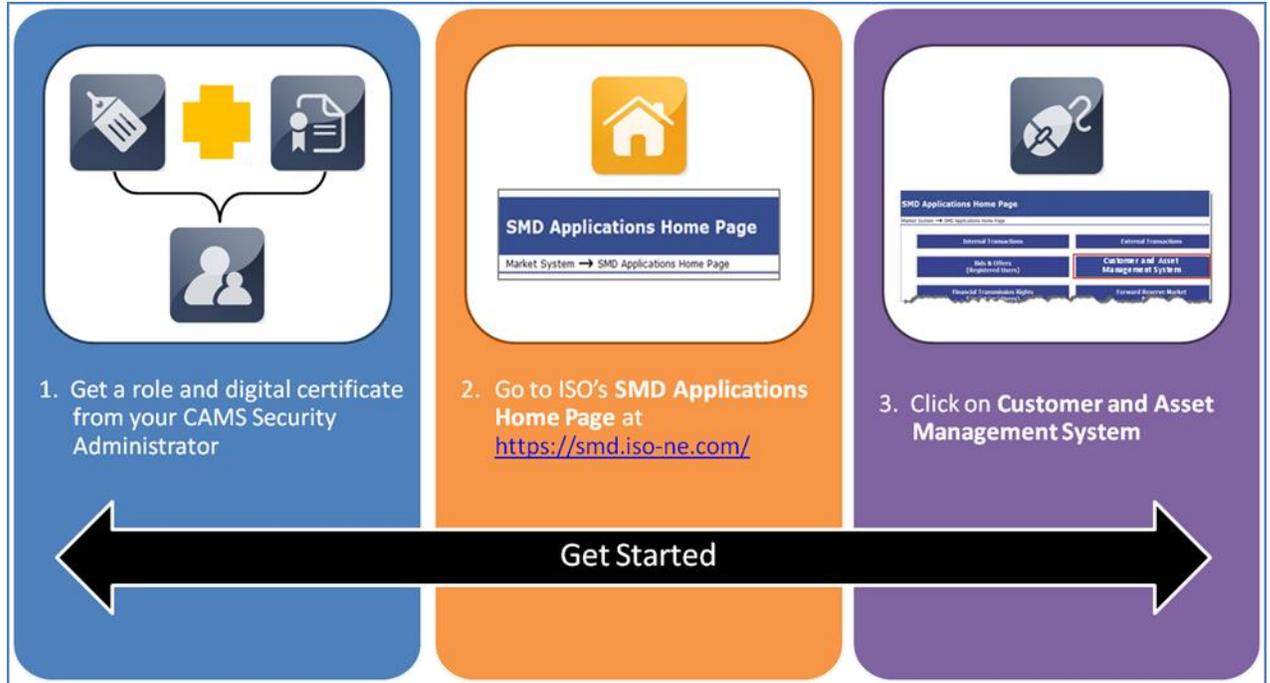
Detailed information about the program is located on the ISO-NE webpage at: <https://www.iso-ne.com/markets-operations/markets/inventoried-energy-program/> and the [Inventoried Energy Program \(IEP\) Project page](#).

There are critical deadlines associated with this user interface.

- The ISO notifies participants that a day was an Inventoried Energy Day at 2:00 a.m. on the following day.
- Program participants must measure their inventory on the day following an Inventoried Energy Day designation between 7:00 a.m and 8:00 a.m.
- Program participants must submit their measurement and affidavits to the ISO by 1:00 p.m. on the second business day following the Inventoried Energy Day.
 - If a participant fails to measure and submit data prior to the deadline, the ISO will assume there was no inventory available when settling the market.
 - If a participant fails to properly complete the affidavit, the ISO may reject some or all assets in the affidavit. The ISO will set the inventory of rejected assets to zero.
 - The affidavit can be found in the Affidavits section on the ISO-NE website page for the Inventoried Energy Program.

2 How to:

2.1 Get Started



2.1.1 Submit Energy Inventory UI Layout

- After the user has clicked on the Submit Energy Inventory button, the default Inventoried Energy Program page will display.
- Each tab performs a different function. Select the tab to perform the desired function.
- There are four tabs on the Inventoried Energy Program page:
 - Inventoried Energy Data Day Search
 - Inventoried Energy Day Submission
 - Non-Inventoried Energy Day Data Search
 - Non-Inventoried Energy Day Submission



2.2 Search for Inventoried Energy Day Data

- Search for a specific asset's submitted data on a specific Inventoried Energy Day. Search filters can display all Inventoried Energy Days or a specific date, and one asset or all assets.

1. Select a specific date or all dates for the Inventoried Energy Day from the drop down box.
2. Select a specific asset or all assets registered in the program from the drop down box.
3. Click Retrieve to display the results.

ISO new england You are logged in as Minipool
LSE1 Submissions Empl (User ID
MP LSE1 Submissions)

Inventoried Energy Program

Inventoried Energy Day Data Search | Inventoried Energy Day Submission | Non-Inventoried Energy Day Data Search | Non-Inventoried Energy Day Submission

Inventoried Energy Day Data Search

Lead Participant: LSE1 (2)

Inventoried Energy Day: All ← 1

Select Asset from List: All ← 2

← 3 Retrieve

Search Results

Inventoried Energy Day	Asset ID	Asset Name	Total Fuel Inventory (MWh)	LNG Fuel Inventory (MWh)	Fuel Inventory Type 1	Fuel Inventory Type 2

2.3 Submit Inventoried Energy Day Data

- Input measurement data for assets for a specific Inventoried Energy Day.

1. Select the date of the Inventoried Energy Day from the drop down box.
2. Click Retrieve to display the results.

ISO new england You are logged in as Minipool
LSE1 Submissions Empl (User ID
MP LSE1 Submissions)

Inventoried Energy Program

Inventoried Energy Day Submission | Inventoried Energy Day Data Search | Non-Inventoried Energy Day Data Search | Non-Inventoried Energy Day Submission

Inventoried Energy Day Submission

Lead Participant: LSE1 (2)

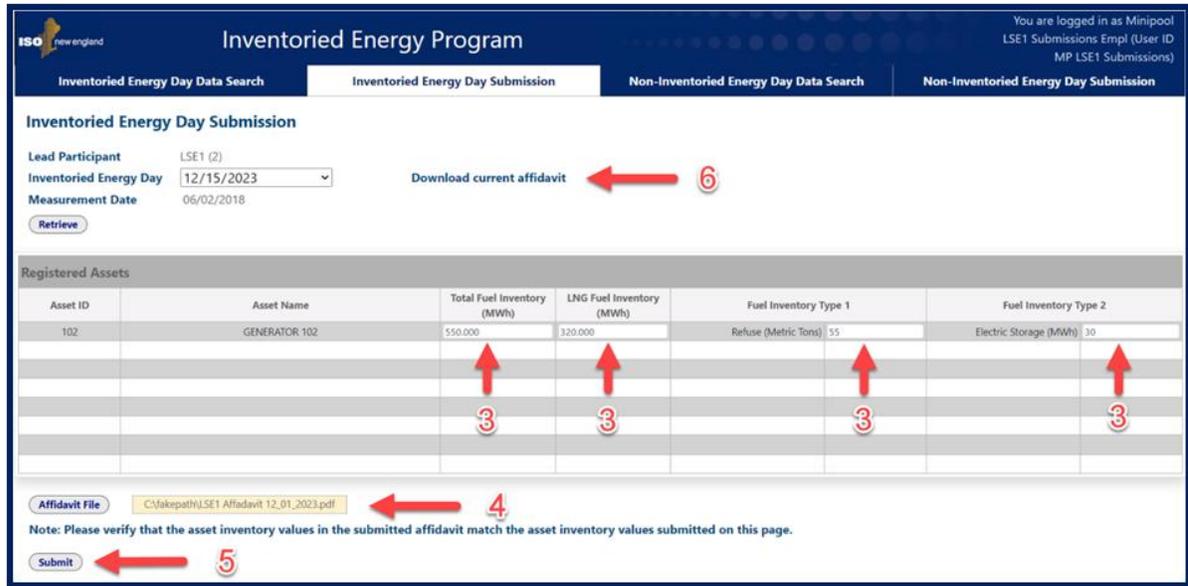
Inventoried Energy Day: Please select ← 1

Measurement Date: ← 2 Retrieve

Registered Assets

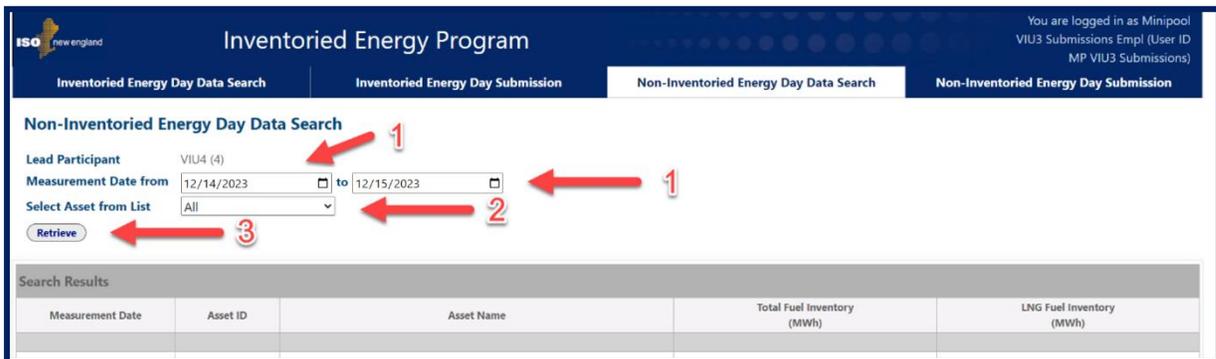
Asset ID	Asset Name	Total Fuel Inventory (MWh)	LNG Fuel Inventory (MWh)	Fuel Inventory Type 1	Fuel Inventory Type 2

3. Select the field to enter data. A positive MWh value with at most 10 digits, 3 decimals and no commas.
4. To attach the Affidavit file click Affidavit File, select the file to attach and confirm. A version of the affidavit template can be found on the iso-ne.com Inventoried Energy Program Page. Note that the UI only accepts Affidavit uploads in PDF format.
5. Submit the entered data and files by hitting submit or using the Enter Key. Note: The Inventoried Energy Day data cannot be submitted when there is no affidavit attached. Every submission requires an affidavit file.
6. Click Download current affidavit to view the most recent PDF submitted for the selected day.



2.4 Search for Non-Inventoried Energy Day Data

- Search for data from assets on a Non-Inventoried Energy Days
1. Select the range of measurement dates from the drop down box.
 2. Select the a specific asset or all assets from the drop down box.
 3. Click Retrieve to display the results.



2.5 Submit Non Inventoried Energy Day Data

- Input measurement data for assets for a specific non Inventoried Energy Day.
1. Select the measurement date from the calendar.
 2. Click Retrieve to display the results.
 3. Select the field to input data. Note: A positive MWh value with at most 10 digits, 3 decimals and no commas. Values entered for Total Fuel Inventory must be greater than or equal to LNG Fuel Inventory.
 4. Click the submit button or hit enter to confirm data.

The screenshot shows the 'Non-Inventoried Energy Day' submission interface. At the top, the ISO New England logo and 'Inventoried Energy Program' title are visible. The user is logged in as 'Minipool LSE1 Submissions Empl (User ID MP LSE1 Submissions)'. The navigation bar includes 'Inventoried Energy Day Data Search', 'Inventoried Energy Day Submission', 'Non-Inventoried Energy Day Data Search', and 'Non-Inventoried Energy Day Submission'. The main section is titled 'Non-Inventoried Energy Day' and contains a 'Lead Participant' dropdown set to 'LSE1 (2)'. Below it is a 'Measurement Date' field with '12/14/2023' and a calendar icon. A red arrow labeled '1' points to the date field. Below the date is a 'Retrieve' button with a red arrow labeled '2' pointing to it. The 'Registered Assets' table has columns for 'Asset ID', 'Asset Name', 'Total Fuel Inventory (MWh)', and 'LNG Fuel Inventory (MWh)'. The first row shows '102' for Asset ID and 'GENERATOR 102' for Asset Name. Below this row are two empty input fields for 'Total Fuel Inventory (MWh)' and 'LNG Fuel Inventory (MWh)', with red arrows labeled '3' pointing to them. At the bottom left is a 'Submit' button with a red arrow labeled '4' pointing to it.

Asset ID	Asset Name	Total Fuel Inventory (MWh)	LNG Fuel Inventory (MWh)
102	GENERATOR 102		

3 Participant Support

3.1 By Internet



<https://www.iso-ne.com/participate/support>

3.2 By Telephone



Call Participant Support and Solutions at (413) 540-4220 or (833) 248-4220.

[Hours and Days of Operation](#) can be found on the ISO New England website.

For non-business hours emergency inquiries dial: **(877) 226-4814**.

3.3 By Email



askiso@iso-ne.com

3.4 Ask ISO Manager

[Ask ISO](#) is available to anyone that wants to submit an inquiry or information to ISO New England. The Ask ISO Manager role is managed in CAMS and is granted access to users by their company security administrator. This role allows the user to view all cases for all users within their organization.

3.5 NEPOOL Membership Questions



On the web:

<https://www.iso-ne.com/participate/support/faq/membership>

Inquiries related to NEPOOL membership may be directed to:

memcoord@iso-ne.com.

3.6 Financial Assurance Questions



Financial Assurance margin call (80%, 90%, 100% Notices) inquiries may be directed to:

(413) 540-4400

4 Links

4.1 ISO New England Security Administrator Signatory Page

https://www.iso-ne.com/static-assets/documents/support/custsvc/forms/iso_ne_security_admin_sig_page.pdf

4.2 ISO New England Training Page

<https://www.iso-ne.com/participate/training>

4.3 ISO New England FAQ Page

<https://www.iso-ne.com/participate/support/faq>

4.4 SMD Site for ISO Applications

<https://smd.iso-ne.com/>

4.5 SMD Site for ISO Sandbox Applications

<https://sandboxsmd.iso-ne.com/>

4.6 ISO New England Glossary and Acronyms

<https://www.iso-ne.com/participate/support/glossary-acronyms>