

# **ELIGIBLE SELLER/GENERATOR REGISTRATION PROCESS**

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## 1. INTRODUCTION

This procedure defines the registration process for the Eligible Sellers (ES) and contains the references to the governing rules.

### 1.1. MSB\_MO\_01 Eligible Sellers Registration Procedure

Date	Function	Comment
16/03/2020	MSB Market Operator	Basic process

### 1.2. Acronyms and Abbreviations

ES	Eligible Seller as per the definition in the Market Rules
CC	Contestable Consumer as per the definition in the Market Rules
SO	NamPower System Operator
MO	The Market Operator as per the definition in the Market Rules
NO	Network Operator (Transmission Network or Distribution Network Operator)

## 2. PROCEDURE

### 2.1. Initial Registry Procedure

This procedure is the initial procedure for registration of Eligible Sellers. This will include the full process (meaning all steps involving the different stakeholders) to become an ES in the Modified Single Buyer markets.

Step	Description	Responsibility
<b>1.</b>	<b>Pre-Registration Process</b>	
1.1	Starting point: ECB and MO shall publish the Market Code, Market Rules, Trading Rules (including registration forms as per the rules) and other relevant documents as information to the potential ES.	ECB and MO
1.2	The ES shall review all relevant documents before contacting MO to initiate the registration process	ES
1.3	ES shall fill the pre-registration form and submit to the MO	ES
1.4	MO shall within the timeframes in the Market Rules either authorize the ES to proceed with the registration process or reject it.	MO

Step	Description	Responsibility
<b>2. Eligible Seller Trading License Process</b>		
2.1	The ES shall fill the License registration form for Eligible Sellers as published on the ECB website and when finished, submit this to ECB	ES
2.2	ECB shall review the License registration form submitted by the ES and verify the application	ECB
2.3	The ECB might have a meeting or discussion with the ES to clarify the license application	ECB
2.4	In parallel with the License registration process, the ES can contact the NO (TSO/DSO) to verify the possibility of the ES to connect and sell power from their location(s).	NO
2.5	ECB shall within the timeframes in the Market Rules either approve the application or reject it	ECB
<b>3. Eligible Seller Connection Process</b>		
3.1	The ES shall contact the NO (TSO/DSO) to formally apply for connection	ES
3.2	NO (TSO/DSO) shall within the timeframes in the Market Rules do a detailed connection study and provide the ES with an offer letter.	NO
3.3	ES shall within the timeframes in the connection offer letter, accept, make payment, and sign the connection agreement or reject the offer	ES
<b>4. Eligible Seller Market Participant Process</b>		
4.1	The ES shall fill the registration form for Eligible Sellers as published on the MO website and when finished, submit this to MO	ES
4.2	If the MO finds any issues or unclarities in the submitted form, they invite the ES to a meeting to discuss.	MO
4.3	The MO and ES might arrange a meeting to review all terms and conditions to ensure that the ES is aware of all details and rectify any outstanding issues. This shall also include the other requirements in the Trading Rules.	MO and ES
4.4	MO shall within the timeframes in the Trading Rules either approve the application or reject it and then inform the ES.	MO
<b>5. Eligible Seller Balance Agreement Process</b>		
5.1	The ES shall fill the required information for the Balance Agreement registration form for Eligible Sellers as published by the SO and when finished, submit this to SO	ES
5.2	SO shall review the required information for the Balance Agreement submitted by the ES and verify the application	SO

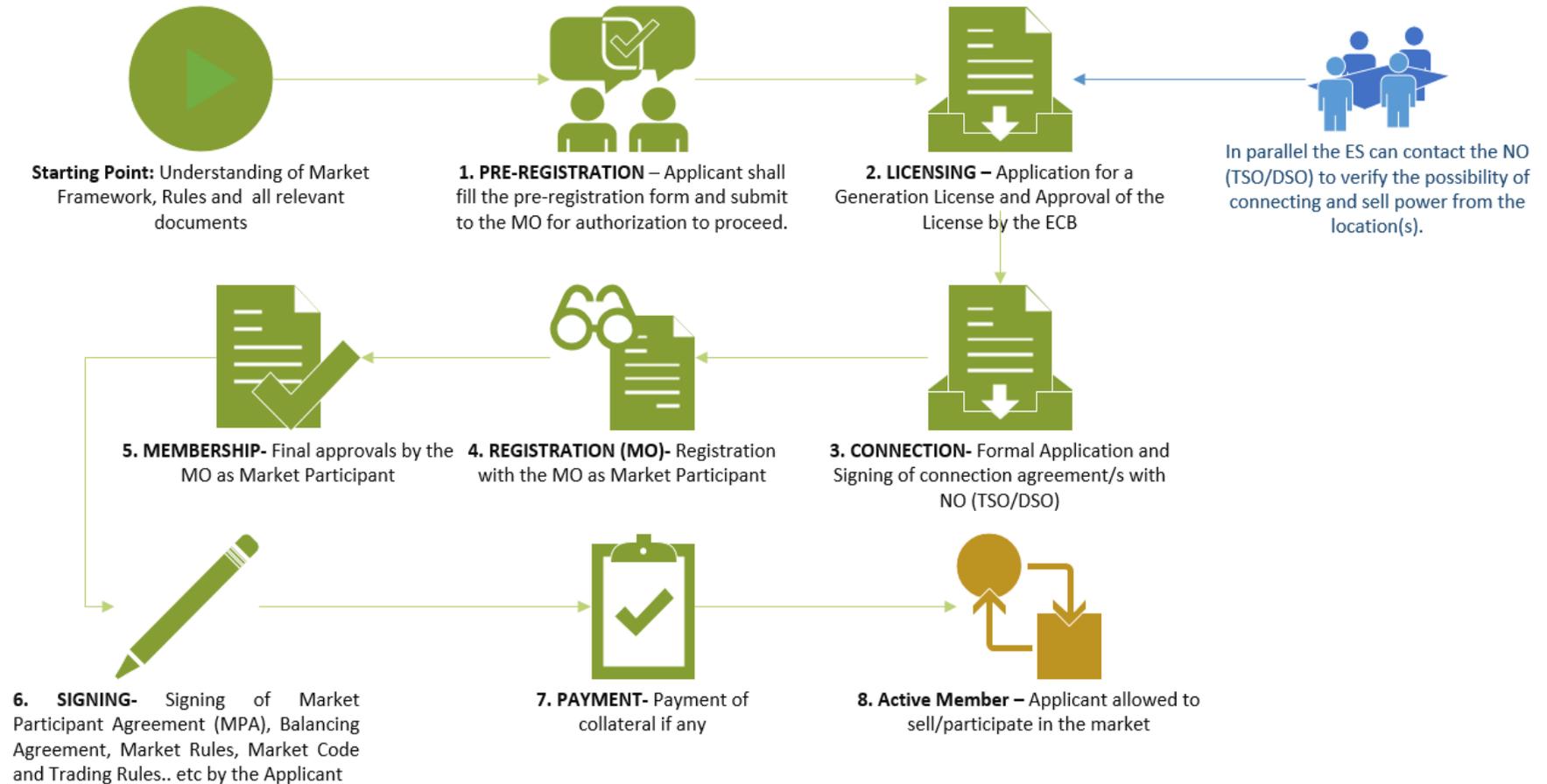
Step	Description	Responsibility
5.3	SO shall within the timeframes in the Market Code either approve the application or reject it	SO
<b>6. Eligible Seller Market Access Process</b>		
6.1	If the registration by the MO is approved, the MO will request the ES to sign the Market Participant Agreement (MPA). By signing this, the ES will sign up to the Market Code, Market Rules and Trading Rules that at all times are valid	MO
6.2	The ES will then sign the MPA.	ES
6.3	When the MPA is signed, the MO will inform the ES of the required accession fee as well as the required initial collateral according to the MPA.	MO
6.4	The ES will have to post the required collateral and other fees before being allow	ES
6.5	When the money is received on the assigned account, the ES is allowed to commence trading	MO and ES

## 2.2. Running Procedure – Change of ES Status

Step	Description	Responsibility
1	The ES is obliged to inform the MSB MO of any changes to its setup that will affect his actions in the markets. This could be new capacity, change in ownership or any other change that might affect his trading behaviour.	ES
2	MO to request required data to potentially update its records.	MO
3	ES review and forward the relevant documents to MO	ES
4	If required, new signatures of the relevant rules might be needed and shall be done without delay.	ES
5	MO to store the new versions of the documents in their registry that for the avoidance of doubt also could include that the ES will cease to be an ES.	MO

## 2.3. Eligible Seller Registration Process Flow

For the avoidance of doubt, several of these processes can be run in parallel; it is expected that step 2 and 3 can be run in parallel, while the outcome of these will be a natural input to step 4.



**Figure 1: Eligible Seller Registration Process Flow**