

EXPORT REGISTRATION PROCESS

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1. INTRODUCTION

This procedure defines the registration process for the Exporter (EX) and also contains the references to the governing rules.

1.1. MSB Exporter Registration Procedure

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

1.2. Acronyms and Abbreviations

EX	Exporter as per the definition in the Market Rules
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 Exporters. This will include the full process (meaning all steps involving the different stakeholders) to become an EX in the Modified Single Buyer markets.

Step	Description	Responsibility
1.	Pre-Registration Process	
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 EX.	ECB and MO
1.2	The EX shall review all relevant documents before contacting MO to initiate the registration process	EX
1.3	EX shall fill the pre-registration form and submit to the MO	EX
1.4	MO shall within the timeframes in the Market Rules either authorize the EX to proceed with the registration process or reject it.	MO

Step	Description	Responsibility
2. Export License Process		
2.1	The EX shall fill the License registration form for Export as published by ECB and when finished, submit this to ECB.	EX
2.2	ECB shall review the License registration form submitted by the EX and verify the application.	ECB
2.3	The ECB might have a meeting or discussion with the EX to clarify the license application.	ECB
2.4	In parallel with the License registration process, the EX can contact the NO (TSO/DSO) to verify the possibility to export power to their customer.	EX and NO
2.5	ECB shall within the timeframes in the Market Rules either approve the application or reject it	ECB
3. Export Wheeling Agreement Process		
3.1	The EX shall contact the NO (TSO/DSO) to formally apply for wheeling	EX
3.2	NO (TSO/DSO) shall within the timeframes in the Market Rules do a detailed network analysis and provide the EX with an offer letter/Wheeling Agreement.	NO
3.3	EX shall within the timeframes in the offer letter/ wheeling agreement, accept, make payment, and sign the agreement or reject.	EX
4. Exporter Market Participant Process		
4.1	The EX shall fill the registration form for Exporter as published by the MO and when finished, submit this to MO	EX
4.2	If the MO finds any issues or unclarities in the submitted form, they will invite the EX to a meeting to discuss.	MO
4.3	The MO and EX might arrange a meeting to review all terms and conditions to ensure that the EX is aware of all details and rectify any outstanding issues. This shall also include the other requirements in the Trading Rules.	MO and EX
4.4	MO shall within the timeframes in the Trading Rules either approve the application or reject it and then inform the EX.	MO
5. Exporter Balance Agreement Process		
5.1	The EX shall fill the required information for the Balance Agreement registration form for Eligible Sellers as published on the SO website and when finished, submit this to SO	EX
5.2	SO shall review the required information for the Balance Agreement submitted by the EX 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
6. Exporter Market Access Process		
6.1	If the registration by the MO is approved, the MO will request the EX to sign the Market Participant Agreement (MPA). By signing this, the EX will sign up to the Market Code, Market Rules and Trading Rules that at all times are valid.	MO
6.2	The EX will then sign the MPA.	EX
6.3	When the MPA is signed, the MO will inform the ES of the required access fee as well as the required initial collateral according to the MPA.	MO
6.4	The EX will have to post the required collateral and other fees before being allowed to export.	EX
6.5	When the money is received on the assigned account, the EX is allowed to commence exporting	MO and EX

2.2. Running Procedure – Change of EX Status

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

2.3. Exporter 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.

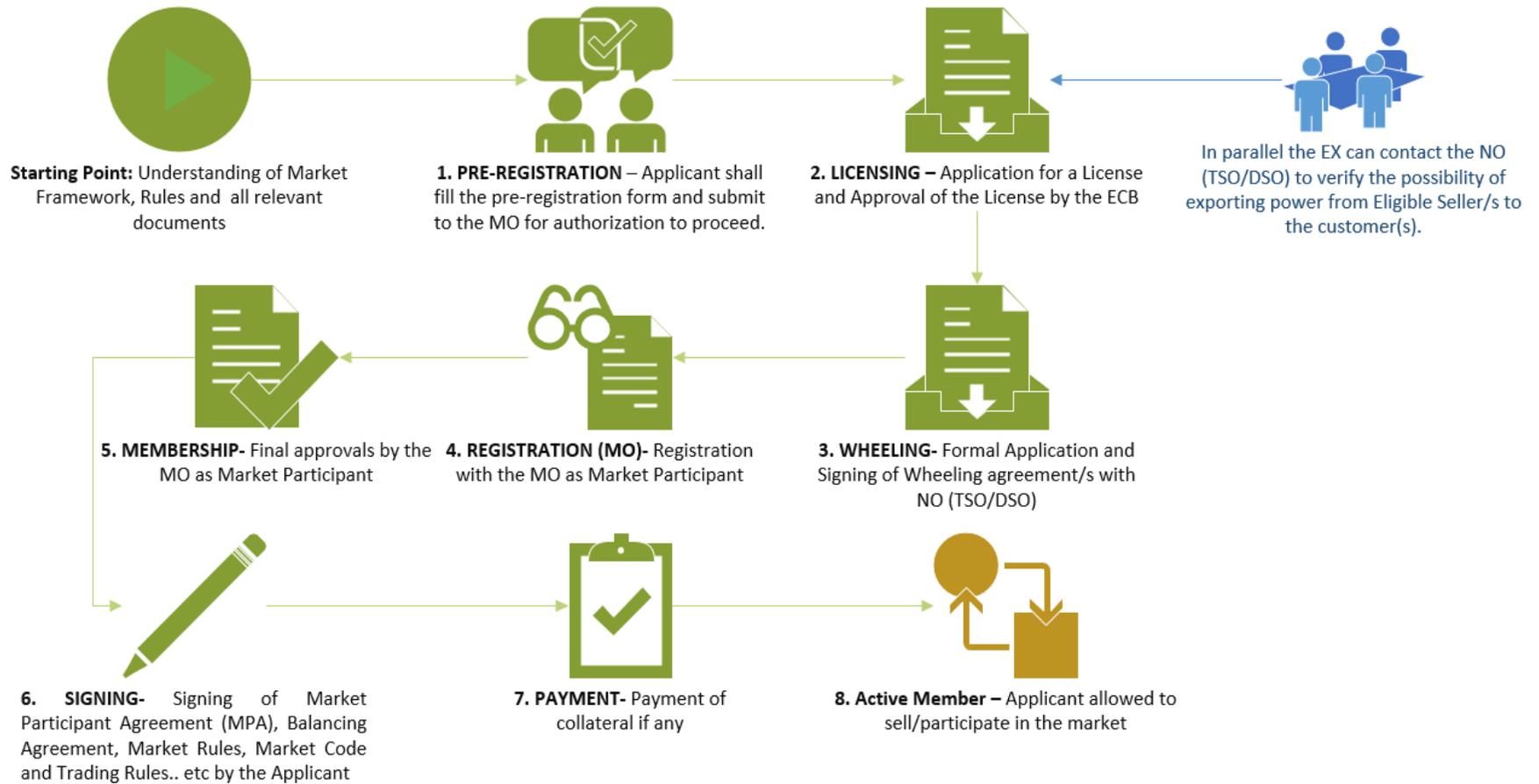


Figure 1: Exporter Registration Process Flow