Republic of the Philippines
DEPARTMENT OF ENERGY
(Kagawaran ng Enerhiya)

DEPARTMENT CIRCULAR NO. DC2021-06-0012

ADOPTING FURTHER AMENDMENTS TO THE WHOLESALE ELECTRICITY SPOT MARKET (WESM) RULES, RETAIL RULES AND VARIOUS MARKET MANUALS FOR THE IMPLEMENTATION OF ENHANCEMENTS TO WESM DESIGN AND OPERATIONS
(Provisions to Promote Participation in the Retail Competition)

WHEREAS, Sections 30 and 37(f) of the Electric Power Industry Reform Act (EPIRA) provides that the Department of Energy (DOE), jointly with the electric power industry participants, shall establish the Wholesale Electricity Spot Market (WESM) and formulate the detailed rules governing the operations thereof;

WHEREAS, on 28 June 2002, the DOE, with the endorsement of the electric power industry participants, promulgated the WESM Rules through Department Circular No. DC2002-06-003;

WHEREAS, on 09 January 2013, following a series of public consultations with stakeholders of the electric power industry, the DOE promulgated the Retail Rules through Department Circular No. DC2013-01-0002, entitled "Promulgating the Retail Rules for the Integration of Retail Competition and Open Access in the Wholesale Electricity Spot Market";

WHEREAS, on 14 October 2016, the DOE promulgated the amended WESM Rules for the enhancements of WESM design and operations through Department Circular No. DC2016-10-0014;

WHEREAS, any changes, amendments, and modifications to the WESM Rules, Retail Rules and their Market Manuals shall be undertaken in accordance with the provisions of Chapter 8 of the WESM Rules;

WHEREAS, on 04 July 2018, the Market Operator submitted to the Rules Change Committee (RCC) its proposed amendments to the WESM Rules and Retail Rules to reduce barriers to entry and promote participation in the retail competition;

WHEREAS, on 03 August 2018, the RCC during its 143rd RCC Meeting discussed the abovementioned proposal, and thereafter approved the publication of the proposed amendments in the market information website to solicit comments from market participants and other interested parties;

WHEREAS, on 05 October 2018, the RCC reviewed and deliberated on the proposals during its 145th RCC Meeting, giving due course to the comments and recommendations received from the market participants;

WHEREAS, on 28 November 2018, the Market Operator submitted to the RCC its revisions to the aforementioned proposal, which include proposed changes to the various Market Manuals, based on result of the RCC's deliberation on 05 October 2018;

WHEREAS, on 08 December 2018, the RCC during its 147th RCC Meeting discussed the revised proposal, and thereafter approved the publication of the proposed amendments in the market information website to solicit further comments from market participants and other interested parties;

WHEREAS, on 22 February 2019, the RCC reviewed and deliberated on the proposals during its 149th RCC Regular Meeting, giving due course to the comments and recommendations received from the market participants and the DOE;

WHEREAS, on 15 March 2019, the RCC during its 150th RCC Meeting finalized the proposed amendments, and thereafter approved for endorsement to the PEM Board;

WHEREAS, on 23 April 2019, after due evaluation and deliberation, the PEM Board approved the above stated RCC-approved proposal for endorsement to the DOE;

WHEREAS, to ensure unimpeded implementation of the RCOA, the DOE promulgated on 29 July 2019 DC2019-07-0011 which 1) lifted the mandatory requirement for Contestable Customers in the WESM; 2) allowing the Contestable Customers voluntary participation in the WESM; and 3) clarifying the designation of the Market Operator as the Central Registration Body;

WHEREAS, on 16 August 2019, the Market Operator submitted and presented to the RCC its additional proposed amendments to the Retail Rules and Market Manuals in line with the implementation of the ERC Resolution No. 9, Series of 2018 *"Rules Supplementing the Switching and Billing Process and Adopting a Disconnection Policy for the Contestable Customers";*

WHEREAS, on 18 October 2019, the RCC during its 157th RCC Meeting deliberated on the proposal giving due consideration to the submitted comments and the corresponding responses of the proponent;

WHEREAS, on 08 November 2019, the PEM Board, after due evaluation and deliberation, approved the above stated RCC-approved proposal for endorsement to the DOE;

WHEREAS, the DOE to ensure transparency and consistency with the objectives of the EPIRA and the WESM, conducted public consultations on the said proposed amendments on various dates as follows;

Date	Leg	Venue / Platform
07 October 2019	Luzon	F1 Hotel, BGC, Taguig
10 October 2019	Visayas and Mindanao	Marco Polo Davao

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15 June 2020	Luzon	Microsoft Teams
17 June 2020	Visayas	Microsoft Teams
19 June 2020	Mindanao	Microsoft Teams

WHEREAS, the DOE reviewed and finalized the said PEM Board-approved proposals, made revisions taking into consideration the comments and recommendations received from the public consultations;

NOW THEREFORE, pursuant to its authority under the EPIRA and the WESM Rules, the DOE hereby adopts, issues, and promulgates the following amendments to the WESM Rules, Retail Rules and various Market Manuals:

Section 1. Amendments to the WESM Rules and Its Market Manuals

Section 1.1 Amendments to the WESM Rules. The following provisions in the WESM Rules promulgated by the DOE through Department Circular No. DC2016-10-0014 are hereby amended:

a. Clause 3.2.2.6 under Market Trading Nodes is amended to read as –

"3.2.2.6 A *WESM-registered Contestable Customer* directly connected to a *distribution system* shall be assigned a *market trading node* at the *market trading node* of its *grid off-take metering point*."

b. New Clause 3.2.2.7 under Market Trading Nodes is added to read as –

"3.2.2.7 A *Supplier* shall be designated a *market trading node* at each *market trading node* of its *grid off-take metering points* where it is supplying a *Contestable Customer* that is not registered in the WESM."

c. Clause 3.13.6 (Defining the Gross Energy Settlement Quantity for Market Trading Nodes) under Settlement Quantities and Amounts is amended to read as –

"3.13.6 For each *dispatch interval*, the *gross energy settlement quantity* for each *market trading node* shall be determined by the *Market Operator* as follows:

(a) Subject to *WESM Rules* Clause 3.13.6(f), if the *market trading node* defined under Clause 3.2.2.1 is located on the boundary of the *power system* operated by the *System Operator*, the *gross energy settlement quantity* for the *market trading node* is the net metered flow into the *power system* operated by the *System Operator* through the associated meter, provided however, that if the *market trading node* is a *Customer market trading node,* and there is no ERC-registered embedded *generation facility* associated with that *node*, or the source of injection cannot be traced, any injection shall not be accounted for in determining the *gross energy settlement quantity* for that *node*;

xxx xxx xxx

(e) If the *market trading node* is designated to a WESM-registered *CC* directly connected to a *distribution system* or a *Supplier*, the *gross energy settlement quantity* for the *market trading node* shall be determined in accordance with *Retail Rules* Clause 3.3.3.1.

(f) The *gross energy settlement quantity* of the *market trading node* of a *grid off-take metering point* shall be the *gross energy settlement quantity* for that *market trading node* determined in *WESM Rules* Clause 3.13.6(a) less the *gross energy settlement quantities* of *market trading nodes* associated with that *grid off-take metering point* determined in *WESM Rules* Clause 3.13.6(e).

(g) If the net metered flows registered through a *meter* is inconsistent with the expected power flow to the *market trading node* to which that *meter* is associated, the *Metering Services Provider* shall determine and shall notify the *Market Operator* and the relevant *Trading Participant* the appropriate manner of determining the *gross settlement quantity* for that *market trading node*.

(h) If a *market trading node* is associated with a single revenue *meter* and is shared by multiple *generating units*, the *gross energy settlement quantity* for each *generating unit* at that *market trading node* shall be the net metered flow into the *power system* operated by the *System operator* through the associated meter of the *market trading node* pro-rated to each *generating unit* based on the measurements of the remote telemetering facility of each *generating unit* at the end of the *dispatch interval*. For purposes of *settlement*, each *generating unit* shall be considered to have individual *market trading nodes* at the shared *market trading node*."

d. Clause 3.13.11.4 under Settlement Amounts for Trading Participants is hereby deleted.

Section 1.2 Amendments to the WESM Market Manual on Registration, Suspension and De-registration Criteria and Procedures. The following provisions in the WESM Market Manual on Registration Suspension and De-registration Criteria and Procedures, Issue No. 9.0, are hereby amended:

a. New Section 2.3.8 under Level of Participation/Direct & Indirect WESM Membership is added to read as –

"2.3.8 A *Contestable Customer* that is connected to the *transmission system* shall register as a *Direct* or *Indirect WESM Member*.

b. Section 2.5.4.4 (Aggregation of Generating Units) under Other Considerations is amended to read as –

"2.5.5.4 Generation Registered Capacities

Xxx xxx xxx"

c. New Section 3.5.1.4 under Enrolment is added to read as –

"3.5.1.4 Only *WESM* registered *Suppliers* may enroll *Contestable Customers* with the *Market Operator.*"

Section 1.3 Amendments to the WESM Market Manual on Billing and Settlement. The following provisions in the WESM Market Manual on Billing and Settlement, Issue No. 6.0, are hereby amended:

a. New Section 7.4.7 (Switch Request) under Procedures is added to read as –

"7.4.7 Switch Request

(a) Upon receipt of a valid *switch request*, the *Market Operator* as the *Central Registration Body* shall immediately assess the compliance of the new *Supplier* and *Contestable Customer*, as applicable, with the *prudential requirements.*

(b) The *Market Operator* shall calculate the additional security required from the new *Supplier* and *Contestable Customer*, as applicable, using the following formula:

$$AS_{s,c} = \frac{HMQ_c}{n_c} \times \frac{35}{30} \times MQE_{s,c} \times AAMP_{past\ 12\ billing\ periods}$$

Where:

$AS_{s,c}$ additional security, in PhP, to be provided by *Supplier* s for the switch of *Contestable Customer* c

HMQ_c historical total *metered quantity*, in MWh, of *Contestable Customer* c from the past twelve (12) months

n_c number of days covered by the historical total *metered quantity* of *Contestable Customer* c

$MQE_{s,c}$ *metered quantity* exposure to the WESM, in %, of *Contestable Customer* c when supplied by *Supplier*s

$AAMP_{past\ 12\ billing\ periods}$ *average actual market price*, in PhP/MWh, for the past twelve (12) *billing periods*

(c) The *Market Operator* shall calculate and provide to the new *Supplier* the amount of additional security required within two (2) *working days* from the receipt of the *switch request.*"

Section 2. Amendments to the Retail Rules and Its Market Manuals

Section 2.1 Amendments to the Retail Rules. The following provisions in the Retail Rules are hereby amended:

a. Title is amended to read as - Rules for Competitive Retail Electricity Market.

b. Clause 1.1.4 Under Scope of Chapter 1 is amended to read as –

"1.1.4 Governance of the transactions of *Suppliers* and contestable customers with the *Central Registration Body*."

c. Clause 1.2.1.1 under Name and Promulgation is amended to read as –

"1.2.1.1 This document shall be known as the Rules for Competitive Retail Electricity Market or the *Retail Rules*."

d. Clause 1.2.2.2 under Purpose of the Rules is amended to read as –

"1.2.2.2 Provide rules for the management of the transactions of *Suppliers* and *Contestable Customers* and the operations of the *Central Registration Body*."

e. Clause 1.2.3 (Parties bound by the Rules) under Purpose, Application and Interpretation of the Rules is amended to read as –

"1.2.3 These *Retail Rules* form part of the legal and regulatory framework which is applicable to all entities participating in retail competition, as well as the owners, operators and users of the power system under the *Act*."

f. Clauses 1.2.4.1, 1.2.4.2, and 1.2.4.3 under Legal and Regulatory Framework are amended to read as –

"1.2.4.1 These Retail Rules are promulgated by the DOE pursuant to its mandate under the Act to supervise the restructuring of the electricity industry.

1.2.4.2 To ensure a greater supply and rational pricing of electricity, the *Act* provides the *ERC* the authority to enforce the rules and regulations governing the competitive electricity market which include these *Retail Rules*.

1.2.4.3 These *Retail Rules* shall be read and used in connection with the *WESM Rules,* as applicable, and relevant regulatory issuances."

g. Clause 1.3 INTEGRATION OF RETAIL COMPETITION IN THE WESM, and its' sub-clauses are hereby amended as follows:

"1.3 FRAMEWORK AND OBJECTIVES OF RETAIL COMPETITION AND THE RETAIL RULES

1.3.1 Upon declaration of the commencement of retail competition and open access, the operations and governance thereof shall be in accordance with these Rules and other relevant regulations.

1.3.2 Consistent with the Act, retail competition and open access aims to promote competition, customer choice and empowerment, transparency, accountability and greater efficiency in the power industry and to reflect the true cost of electricity.

1.3.3 Upon commencement of retail competition, *Contestable Customers* shall transact with the *Central Registration Body* in accordance with Chapter 3 of these Rules, or, on voluntary basis, shall be permitted to transact in the *WESM as a Direct WESM Member.*

Provided that *Contestable Customers* who are directly connected to the *transmission system* shall transact with their *Suppliers* using the procedures under the *WESM Rules* as an *Indirect* or *Direct WESM Member.*"

h. Clauses 1.4.1.1, 1.4.1.2 and 1.4.1.3 under Responsibilities of the Central Registration Body are hereby amended to read as –

"1.4.1.1 The *Central Registration Body* shall, generally and non-restrictively, have the following functions and responsibilities:

(a) Maintain a registry of all Contestable Customers who have already been awarded a certificate of contestability by the ERC;
(b) Carry out customer switching between a Distribution Utility and a Supplier, and between Suppliers;
(c) Determine gross energy settlement quantities of Contestable Customers and Suppliers;
(d) Collect and manage metering data of Contestable Customers from Retail Metering Services Providers;
(e) Allocate resources to enable it to perform its functions;
(f) Provide an information exchange amongst Retail Competition Participants; and
(g) Comply with rules and regulations as may be provided by ERC."

1.4.1.2 Where the *Retail Rules* require the *Central Registration Body* to develop procedures, processes or systems, the *Central Registration Body* shall:

(a) Develop such procedures, processes and systems taking into consideration the likely costs to Retail Competition Participants of complying with those procedures or processes and of obtaining, installing or adopting those systems, as the case may be; and
(b) Consistent with the purpose set forth in Clause 1.2.2 of this Chapter 1, recommend changes to these procedures in accordance with the

rule change process set out in Chapter 1.8 of these *Retail Rules*. Provided, further, that such changes shall be approved by the DOE.

1.4.1.3 The *Central Registration Body* shall:

(a) Comply with each of the requirements and obligations imposed on it under these *Retail Rules*, and other applicable laws, rules and regulations; and
(b) Develop appropriate cost recovery processes to cover its liabilities in the event of damage or injury, which may be caused by its acts or omissions in the faithful performance of its functions."

i. Clause 1.4.3.1 under Audit is amended to read as –

"1.4.3.1 The PEM Audit Committee shall:

(a) Conduct the audit of the *Central Registration Body* and the systems, processes and procedures and other matters relevant to the operations of the *Central Registration Body* and the performance of its functions as set forth in these *Retail Rules*; and
(b) Test and check any new items or new versions of market-related software used by the *Central Registration Body* or provided by the *Central Registration Body* for use by *Retail Competition Participants*."

j. Clause 1.5 and its sub-clauses under Governance of the Market are hereby amended to read as –

"1.5 GOVERNANCE OF THE MARKET

1.5.1 The provisions of Chapter 1 of the *WESM Rules* shall govern the operations of the *Central Registration Body* and the participation and transactions of *Suppliers* and *Contestable Customers*.

1.5.2 When relevant, necessary or practicable, the PEM Board may create working groups to deal with matters specifically pertaining to the operations of the *Central Registration Body* and the participation and transactions of *Suppliers* and *Contestable Customers*."

k. Clause 2.1 (Scope of Chapter 2) under Registration is amended to read as –

"2.1 SCOPE OF CHAPTER 2

This Chapter 2 sets out the rules for the registration of *Suppliers, Contestable Customers* and *Retail Metering Services Providers*."

l. Clause 2.2 and its sub-clauses under CONTESTABILITY OF CUSTOMERS are amended to read as –

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"2.2 CONTESTABLE CUSTOMERS"

"2.2.1 Contestability of electricity end users shall be certified by the *ERC* and only the end users that have been issued a certification of contestability may be registered and permitted to transact with the *Central Registration Body,* or, as a voluntary *Participant* in the *WESM.*

2.2.2 Distribution Utilities shall notify the *Central Registration Body* of any end user that has met the requirements to be certified as *Contestable Customer* and shall provide the customer information required in Clause 2.3 of this Chapter 2. Upon such notice, the *Central Registration Body* shall secure confirmation from the *ERC* if such end user has been certified as contestable and, if so certified, shall maintain a record of the customer for registration and other purposes specified in these rules."

2.2.3 A *Contestable Customer* duly certified and recorded by the *Central Registration Body* may voluntarily:

(a) Elect to source its supply from a *Supplier* and the *WESM*, and register as a *Direct WESM Member*, in accordance with the procedures under Chapter 3 of these Retail Rules;
(b) Elect to source its supply from a Supplier and register with the *Central Registration Body*; or
(c) Continue to be served by the *Distribution Utility* until it elects to purchase electricity from a *Supplier* or the *WESM."*

m. Clause 2.2.4 and its Sub-clauses under Contestable Customers are added to read as –

"2.2.4 The registration of *Contestable Customers* shall be in respect to their facilities that have been issued certifications of contestability by the *ERC*, Provided, that –

2.2.4.1 *Contestable Customers* that have more than one *registered facility* shall have multiple registrations; and

2.2.4.2 Registration shall be in accordance with the certification of contestability issued by the *ERC* and each *registered facility* covered by one certification of contestability shall have a single and separate registration, regardless that the same is served by more than one metering installation."

n. Clause 2.2.5 under Contestable Customers is added to read as –

"2.2.5 *Contestable Customers* that are directly connected to the *transmission system* shall be listed with the *Central Registration Body* based on the information from the *ERC* for monitoring purposes."

o. Clause 2.3.1 (Establishment of Customer Information by the Central Registration Body) and its Sub-clauses under Contestable Customer Information are amended to read as –

"2.3.1 Customer Information Requirements of the *Central Registration Body*

2.3.1.1 All *Distribution Utilities* shall submit the following information to the *Central Registration Body* on all end users within its franchise area that it deems to have already met the required demand threshold.

(a) Customer name;
(b) Billing and service addresses;
(c) Customers' account number;
(d) Customer contact information (telephone numbers and e-mail addresses);
(e) Meter number;
(f) Meter specifications (interval metering, channels); and
(g) SEIN of the grid *metering point* of the *Distribution Utility* where the supply of the end user passes through.

2.3.1.2 The *Central Registration Body* shall publish the detailed list of information that it requires and the timetable and procedures for submission in the relevant *Market Manual*.

2.3.1.3 The *Central Registration Body* shall provide a monthly report to each *Distribution Utility* on their respective compliance with Clauses 2.3.1.1 and 2.3.1.2.

2.3.1.4 The *Central Registration Body* shall submit a quarterly report to the *ERC* and the *DOE* on the compliance of the *Distribution Utilities* to Clauses 2.3.1.1 and 2.3.1.2."

p. Clause 2.3.3 (Contestable Customer Supply Contract Information) and its Sub-clauses 2.3.3.1 to 2.3.3.3 under Contestable Customer Information are hereby deleted.

q. Clause 2.4 (Registration) and its Sub-clauses are amended to read as –

"2.4 SUPPLIERS AND RETAIL METERING SERVICES PROVIDERS

2.4.1 Before being able to transact for the supply of electricity to *Contestable Customers, Suppliers* shall:

xxx xxx xxx

2.4.1.2 Register in the *WESM* as a *Direct WESM Member* under the Customer *Trading Participant* category and shall fulfil all such registration requirements as set out in the *WESM Rules* Chapter 2."

r. Clauses 2.4.2, 2.4.3, 2.4.4, 2.4.5 and their Sub-clauses under Registration are hereby deleted.

s. Original Clause 2.4.6 and its Sub-clauses under Registration are re-numbered and amended to read as –

"2.4.2 Distribution Utilities, before being able to transact for the supply of electricity to *Contestable Customers*, as *Supplier* and/or *Supplier of Last Resort*, shall register as a *Direct WESM Member* in accordance with the requirements and procedures for registration set out in the *WESM Rules* Chapter 2 for transactions in respect to the supply of electricity to *Contestable Customers*."

t. Original Clause 2.4.7 and its Sub-clauses under Registration are re-numbered and amended to read as –

"2.4.3 Before being able to provide metering services for *Contestable Customers*, a *Retail Metering Services Provider* shall:

2.4.3.1 Hold license as a *Retail Metering Services Provider* issued by the *ERC*; and

2.4.3.2 Register in the *WESM* as a *Retail Metering Services Provider* and shall fulfil all such registration requirements as set out in the *WESM Rules* Chapter 2 and relevant *Market Manual*."

u. Original Clause 2.4.8 under Registration is re-numbered and amended to read as –

"2.4.4 At the commencement of *retail competition*, the *Distribution Utilities* shall serve as the default *Retail Metering Services Provider* for *Contestable Customers* with service addresses located within their franchise area, and as such, are deemed registered in the *WESM* without need of complying with the requirements set in Clause 2.4.3 of this Chapter 2."

v. Clause 2.5 (Registration Process) under Registration is amended to read as –

"2.5 REGISTRATION PROCESS

The *Central Registration Body* shall prepare and publish a *Market Manual* in accordance with Chapter 8 of the *WESM Rules* which sets out:"

w. Clause 2.5.2 under Registration Process is amended to read as –

"2.5.2 The data required to be provided to the *Central Registration Body* for registration as a *Supplier*, *Contestable Customer*, or *Retail Metering Services Provider*."

x. Clause 2.6 (Suspension De-Registration and Cessation of Membership) under Registration is amended to read as –

"2.6 SUSPENSION DE-REGISTRATION AND CESSATION OF MEMBERSHIP

The suspension, de-registration and cessation of the membership of *Suppliers* and *Contestable Customers* in the *WESM* shall be governed by the *WESM Rules* and relevant *Market Manuals*."

y. Clause 3.2.1.3 under Conditions for Customer Switching is amended to read as –

"3.2.1.3 A *Supplier* may submit a *switch request* to the *Central Registration Body* if the following conditions are met:

xxx xxx xxx

(b) There is an existing and valid wheeling service agreement with the relevant Di*stribution Utility* or *Network Service Provider* and a metering services agreement with a registered *Metering Services Provider*, covering the *Contestable Customer*.

(c) The *Contestable Customer* has no financial obligations with its *Network Service Provider*, in case of initial switch, or its incumbent *Supplier*."

z. Clause 3.2.1.4 under Conditions for Customer Switching is amended to read as –

"3.2.1.4 *Switching* may take effect at the proposed switch effective date submitted by the new *Supplier*."

aa. Clause 3.2.2.1 under Procedures for Switching is amended to read as –

"3.2.2.1 Once all the conditions set forth in Clause 3.2.1.3 are met, the new *Supplier* shall submit the *switch request* to the *Central Registration Body* not later than seven (7) working days prior to the proposed effective date. The *switch request* shall include an attestation duly signed by:

(a) the *Supplier* and the *Contestable Customer* of the existence of a retail supply contract between the two parties, and the term of the retail supply contract including the effectivity dates;
(b) the *Supplier or the Contestable Customer, as applicable,* and the relevant *Distribution Utility* of the existence of a valid wheeling service agreement covering the *Contestable Customer*;
(c) the *Supplier or the Contestable Customer, as applicable,* and the registered *Retail Metering Services Provider* of the existence of a metering services agreement covering the *Contestable Customer*; and
(d) the incumbent *Supplier* or, if not served by a *Supplier*, the *relevant Distribution Utility* that the *Contestable Customer* has no outstanding balance.

The *Supplier* or the *Contestable Customer* registering as a *Direct WESM Member* shall also submit the projected metering quantities and the percentage that will be purchased from the WESM by the *Contestable Customer*, as applicable.

The *Central Registration Body* shall immediately evaluate the completion of the abovementioned requirements, including verification of information of the *Contestable Customer* as submitted by the Distribution Utilities under Clause 2.3.1.1, and it shall notify the *Supplier* and the *Contestable Customer*, as applicable, on the status and further requirements, if any, such as prudential requirement, for the approval of switch request within two (2) working days from the receipt of the switch request. All shortcomings by the *Supplier* and the *Contestable Customer* shall be rectified within two (2) working days from the receipt of the *Central Registration Body's* notice."

bb. Clause 3.2.2.2 under Procedures for Switching is amended to read as –

"3.2.2.2 If the *Central Registration Body* verifies that all the conditions are met and Contestable *Customer* for which the *switch request* is made for voluntary registration as a *Direct WESM Member*:

(a) The *Contestable Customer that* opts to voluntarily register as *Direct WESM Member* shall update its prudential requirements if so required by the *Market Operator* within two (2) *working days* from receipt of notice thereof.
(b) Upon confirmation that the prudential requirements and metering requirements are satisfied, the *Central Registration Body* shall approve the switch request and it shall notify the new *Supplier*, the

incumbent *Supplier*, the *Contestable Customer, Retail Metering Services Provider* and the relevant *Distribution Utility* or *Network Service Provider* of the confirmation of the *switch request* and the effective date of the switch within two (2) working days."

cc. Clause 3.2.2.3 under Procedures for Switching is amended to read as –

"3.2.2.3 If the *Central Registration Body* verifies that all conditions are met and for which the *switch request* is made for a *Contestable Customer* not intending to register in the *WESM*:

(a) The new *Supplier* of the *Contestable Customer* shall update its prudential requirements if so required by the *Market Operator* within two (2) *working days* from the receipt of notice from the *Central Registration Body* to ensure that it continuously satisfies the prudential requirements as set out in the *WESM Rules*.

(b) Upon confirmation that the prudential requirements and metering requirements are satisfied, the *Central Registration Body* shall approve the switch request and it shall notify the new *Supplier,* the incumbent *Supplier*, *Retail Metering Services Provider* and the relevant *Distribution Utility* or *Network Service Provider* of the confirmation of the switch request and the effective date of the switch within two (2) working days."

dd. Clause 3.2.2.4 under Procedures for Switching is amended to read as –

"3.2.2.4 If the *Central Registration Body* verifies that the conditions set forth in Clauses 3.2.2.1, 3.2.2.2 and 3.2.2.3 are not met or if the *Market Operator* confirms that the prudential requirements are not fully satisfied:

(a) The *Central Registration Body* shall notify the *Supplier* which submitted the *switch request*, the incumbent *Supplier* and the relevant *Distribution Utility* or *Network Service Provider* that the *switch request* shall not take effect and the reasons therefore within the prescribed timeframe set forth in this *Retail Rules*.
(b) The *Supplier* which submitted the *switch request* may rectify the shortcomings in the previous *switch request* and submit the complete requirements to the *Central Registration Body* within the prescribed timeframe under Clause 3.2.2.1.
(c) If the shortcoming pertains to prudential requirements, the party required to comply shall update its prudential requirements to the satisfaction of the *Market Operator* within the prescribed timeframe under Clause 3.2.2.2 or Clause 3.2.2.3.

(d) If the shortcoming pertains to the metering requirements, the relevant Distribution Utility as the *Retail Metering Service Provider* shall complete the requirements within the prescribed time frame under Clause 3.2.2.6.
(e) If the shortcomings are not rectified within the prescribed timeframe, the *Central Registration Body* shall notify the *Supplier* within three (3) *working days* that the *switch request* will not be processed and shall require the *Supplier* to submit a new *switch request* when all conditions have been met by the *Supplier*."

ee. Clause 3.2.2.5 under Procedures for Switching is added to read as –

"3.2.2.5 If the *Central Registration Body* determines under Clause 3.2.2.1 that the *Contestable Customer* has lacking customer information as required under Clause 2.3.1.1, the *Central Registration Body* shall notify the relevant *Distribution Utility* within two (2) *working days* to provide the necessary information. The *Distribution Utility* shall submit the necessary information within two (2) *working days* from the receipt of the notification."

ff. Clause 3.2.2.6 under Procedures for Switching is added to read as –

"3.2.2.6 A *Distribution Utility* as *Retail Metering Service Provider* that has received a notification from the *Central Registration Body* in connection with Clause 3.2.2.5, particularly on the standard metering requirement, shall comply with the metering requirements and submit the necessary information to the *Central Registration Body* within fifteen (15) *working days* from the receipt of the notification. The *Central Registration Body* shall inform the new *Supplier* of the lacking customer information and the status of the submission of the *Distribution Utility*. Failure to submit may subject the *Distribution Utility* to appropriate sanctions. The *Supplier* shall submit updated switch effective date, if necessary, to the Central Registration Body if the original switch effective date will be affected by metering installation."

gg. Clause 3.2.3.3 under Customer Relocation is amended to read as –

"3.2.3.3 If the *Supplier* does not agree to continue to provide service:

(a) The *Contestable Customer* shall, prior to relocation, switch to a new *Supplier* in accordance with the requirements and procedures set in Clause 3.2.2.

xxx xxx xxx"

hh. Clause 3.2.3.4 under Customer Relocation is amended to read as –

"3.2.3.4 The conditions and procedures set out in this Clause 3.2.3 shall apply only when the registered facility of a *Contestable Customer* is transferred

to different service address and the certification of contestability issued by the *ERC* remains valid; Provided, however that if a new certificate of contestability is issued by the *ERC* for the facility at its new location, this Clause 3.2.3 shall not apply.

(a) The *Contestable Customer* may apply for new registration in respect to said facility, which registration shall be governed by Chapter 2 of these *Retail Rules*; and
(b) The *Central Registration Body* shall cease the registration of the previously-registered facility in accordance with Chapter 2 of the *Retail Rules* and relevant *Market Manuals*."

ii. Clause 3.2.5.3 under Termination of Supplier Service by the Supplier is amended to read as –

"3.2.5.3 In case of non-renewal or termination of the supply contract, the *Contestable Customer* shall:

(a) Switch to another *Supplier* in accordance with the requirements and procedures set out in Clause 3.2.2; and
(b) If the *Contestable Customer* is a *Direct WESM Member,* be responsible for complying with prudential requirements set out in the *WESM Rules*."

jj. Clause 3.2.5.4 under Termination of Supplier Service by the Supplier is amended to read as –

"3.2.5.4 If the *Contestable Customer* is not a *Direct WESM Member* and it fails to successfully switch to another *Supplier* prior to the expiration of the supply contract, its original *Supplier* shall:

xxx xxx xxx"

kk. Original Clause 3.3 (Settlement Quantities and Amounts) under Chapter 3: The Market is amended to read as:

"3.3 Settlement Quantities"

ll. Clause 3.3.1 under Settlement Quantities and Amounts is amended to read as –

"3.3.1 The settlement quantities of *Contestable Customers* and *Suppliers* in each *settlement interval* of the billing period shall be determined in accordance with this Chapter 3."

mm. Original Clause 3.3.2 (Applicable Market Prices and Market trading nodes) under Settlement Quantities and Amounts is hereby deleted.

nn. Original Clause 3.3.3 (Defining Gross Energy Settlement Quantities) and its Sub-clauses under Settlement Quantities and Amounts are hereby deleted.

oo. Original Clause 3.3.4 (Determining the Gross Energy Settlement Quantities of Contestable Customers) and its Sub-clauses under Settlement Quantities and Amounts are re-numbered and amended to read as –

"3.3.2 Determining the Gross Energy Settlement Quantities of *Contestable Customers* and *Suppliers*

3.3.2.1 The *metered quantity* of each *Contestable Customer* connected to a *grid off-take metering point* shall be determined as the net metered flows at their respective metering installations associated with such *grid off-take metering point*. The *gross energy settlement quantity* of each *Contestable Customer* that is a *Direct WESM Member* shall be its *metered quantity*. The *gross energy settlement quantity* of each *Supplier* shall be determined for each *grid off-take metering point* with which it has a *Contestable Customer* that is not a *WESM Member*.

3.3.2.2 The *Central Registration Body* shall determine the *metered quantity* of the *Contestable Customers* at a *grid off-take metering point* using the meter data provided by the relevant *Retail Metering Services Provider* to the *Central Registration Body* in accordance with the relevant *Market Manual*.

3.3.2.3 The *gross energy settlement quantity* of each *Supplier* for each *grid off-take metering point* shall be determined as the sum of the *metered quantities* of all *Contestable Customers* that are not *WESM Members* associated with such *grid off-take metering point*."

pp. Original Clause 3.3.5 (Declaration of Bilateral Contract Quantities) and its Sub-clauses under Settlement Quantities and Amounts are renumbered to read as –

"3.3.3 Declaration of Bilateral Contract Quantities

3.3.3.1 If a *bilateral contract* is entered into with a *Generation Company* for the supply of electricity to a *Contestable Customer* and the parties wish the contract to be accounted for in settlement, the *Generation Company* shall declare the *bilateral contract* quantities in accordance with the requirements, timetable and procedures set out in Chapter 3 of the *WESM Rules* and in relevant *Market Manual*.

3.3.3.2 Contracts entered into between *Suppliers* for the supply of electricity to a *Contestable Customer* shall not be accounted for in settlements but will be settled by the parties among themselves."

qq. Original Clause 3.3.6 (Determining the Trading Amounts of Contestable Customers) under Settlement Quantities and Amounts is hereby deleted.

rr. Original Clause 3.3.7 (Determining the Trading Amounts of Distribution Utilities) under Settlement Quantities and Amounts is hereby deleted.

ss. Original Clause 3.3.8 (Determining the Trading Amounts of Suppliers) under Settlement Quantities and Amounts is hereby deleted.

tt. Original Clause 3.3.9 (Determining the Settlement Amounts) and its Sub-clauses under Settlement Quantities and Amounts are hereby deleted.

uu. Original Clause 3.3.10 (Settlement Process) under Settlement Quantities and Amounts is amended to read as -

"3.3.4 Settlement Process

The settlement of the transactions and billing of *Suppliers* and *Contestable Customer* that is a *Direct WESM Member* shall be performed by the *Market Operator* in accordance with the settlement process set out in Chapter 3 of the *WESM Rules*."

vv. Original Clause 3.3.11 (Settlement of Contestable Customers with their Suppliers) under Settlement Quantities and Amounts is renumbered to read as -

"3.3.5 Settlement of *Contestable Customers* with their *Suppliers*

xxx xxx xxx"

ww. Original Clause 3.3.12 (Prudential Requirements) and its Sub-clauses under Settlement Quantities and Amounts are renumbered to read as -

"3.3.6 Prudential Requirements

3.3.6.1 *Suppliers* and *Contestable Customers* that are registered as *Direct WESM Members* shall comply with the prudential requirements as set out in Chapter 3 of the *WESM Rules*.

3.3.6.2 The amount of security that will be required of a *Supplier* shall be determined based on the aggregate trading limits and maximum exposure determined in accordance with Chapter 3 of the *WESM Rules* of all the *Contestable Customers* for which such *Supplier* is transacting."

xx. Original Clause 3.3.13 (Settlement Information) and its Sub-clauses under Settlement Quantities and Amounts is renumbered and amended to read as -

"3.3.7 Settlement Information

3.3.7.1 Settlement information identifiable to a *Trading Participant* shall be treated as confidential information by the *Market Operator* and as the

Central Registration Body, and shall be subject to the provisions of Chapter 5 of the *WESM Rules*.

3.3.7.2 Access to settlement information pertaining to *Contestable Customers* not registered in the WESM shall be provided to their respective *Supplier* counterparties, provided, however, that those *Contestable Customers may* be provided access to their own settlement information upon request from the *Central Registration Body*."

yy. Clause 3.4.2 under Failure of a Supplier is amended to read as –

"3.4.2 When the *Central Registration Body* determines the occurrence of a last resort event, it shall notify the affected *Contestable Customers*, the *Supplier of Last Resort*, and the defaulting *Supplier* if practicable, of the occurrence and the effective date of the transfer of the *Contestable Customers* to the *Supplier of Last Resort*."

zz. Clause 3.4.3 under Failure of a Supplier is amended to read as –

"3.4.3 The following procedures shall be observed upon the occurrence of a last resort event:

xxx xxx xxx

3.4.3.3 The parties shall then notify the *Central Registration Body* that the *Contestable Customer* has agreed to be served by the *Supplier of Last Resort* no later than forty-eight (48) hours after being notified of the occurrence of the last resort event and submit an attestation of the agreement duly signed by the *Contestable Customer* and the *Supplier of Last Resort*."

aaa. Clause 3.4.5.1 under Failure of a Supplier is amended to read as –

"3.4.5.1 At the instance of the *Central Registration Body* if the *Contestable Customer* that elected to be served by a *Supplier of Last Resort* –

xxx xxx xxx"

bbb. Clause 4.1.2 under Scope and Application of Chapter 4 is amended to read as –

"4.1.2 This Chapter shall apply only to the provision of metering services and *metering installations* by *Retail Metering Services Providers* to *Contestable Customers* that are connected to a distribution system operated by a *Distribution Utility* and have opted to switch to a *Supplier* or procure electricity from the *WESM*."

ccc. Clause 4.2.1 under Metering Service Providers is amended to read as –

"4.2.1 Other than the *Distribution Utility* that acts as the default *Retail Metering Services Provider* for the *Contestable Customers* within its franchise area, all *Retail Metering Services Providers* shall register with the *Central Registration Body* in accordance with Chapter 2 of these Rules before being allowed to provide metering services for *retail competition*."

ddd. Clause 4.2.2 under Metering Service Providers is amended to read as –

"4.2.2 All *Retail Metering Services Providers*, including the *Distribution Utility* acting under Clause 4.2.1 of this Chapter 4 shall comply with and be subject to the provisions of Chapter 4 and other relevant provisions of the *WESM Rules* and to relevant *Market Manual*, except only as these are modified in these Rules."

eee. Clause 4.3.1.2 under Provision of Metering Installations is amended to read as –

"4.3.1.2 Comply in all respects with the requirements of the *Distribution Code* relating to unbundled service, relevant regulatory issuances, and relevant *Market Manual* being implemented by the *Central Registration Body*."

fff. Clause 4.3.2.2 under Provision of Metering Installations is amended to read as –

"4.3.2.2 Have electronic data recording facilities such that all *metering data* can be measured and recorded on an interval basis."

ggg. Clause 4.3.4.1 under Use of Meters is amended to read as –

"4.3.4.1 The registered *metering installation* shall be used by the *Central Registration Body* as the primary source of *metering data* for the accounting and settlement, as applicable, of the transactions of *Contestable Customers* and *Suppliers* registered in the *WESM*."

hhh. Clause 4.3.4.3 under Use of Meters is amended to read as –

"4.3.4.3 Where a *metering installation* is used for purposes in addition to the provision of *metering data* to the *Central Registration Body* then:

(a) That use shall be consistent with requirements of the *WESM Rules,* this *Retail Rules,* the *Distribution Code* or any applicable laws; and

xxx xxx xxx"

iii. Clause 4.4.2.1 (Data Transfer and Collection) under Metering Data is amended to read as –

"4.4.2.1 The *Retail Metering Services Provider* shall retrieve the *metering data* from the meter and transmit the data to the *Central Registration Body* within the period set out in the relevant *Market Manual*."

jjj. New Clause 4.4.3 (Conversion to Dispatch Interval Data) and its Sub-clauses under Metering Data are added to read as –

"4.4.3 Conversion to Dispatch Interval Data

4.4.3.1 The *Central Registration Body* shall be responsible for converting the interval *metering data* submitted by the *Retail Metering Services Providers* to *metering data* for each *dispatch interval* of the *WESM*.

4.4.3.2 The *Central Registration Body* shall publish in the relevant *Market Manual* the procedures for converting interval *metering data* to *dispatch interval metering data*."

kkk. Clause 4.5.3.1 under Rights of Access to Metering Data is amended to read as –

"4.5.3.1 Each *Supplier* whose gross energy settlement quantities are determined by reference to quantities of energy flowing through that metering point,"

lll. Clause 4.6.2 under Data Validation and Substitution and its Sub-clauses are amended to read as –

"4.6.2 In case of metering data error, the *Retail Metering Services Provider* shall perform validation, estimation and editing in order to derive corrected *metering data*. The *Retail Metering Services Provider* shall substitute *metering data* in accordance with the *relevant Market Manual*."

mmm. New Clause 4.6.3 under Data Validation and Substitution is added to read as –

"4.6.3 In case of dispute with respect to the validation and substitution implemented by the *Retail Metering Services Provider* under Clause 4.6.2 of these *Retail Rules*, the *Retail Metering Services Provider* shall issue a certification on the corrected or substituted meter data which shall be submitted to the *Central Registration Body*, the affected

Contestable Customer, *Supplier* and *Distribution Utility*. The *Retail Metering Services Provider* shall perform the obligations set out in this Clause 4.6.3 notwithstanding any dispute raised by the affected *Contestable Customer*, *Supplier* or *Distribution Utility*."

nnn. Clause 4.8.2 under Audit of Metering Arrangements is amended to read as –

"4.8.2 The metering arrangements and compliance review and audit shall be conducted in the manner set out in relevant *Market Manual*."

ooo. Clause 4.9.2 under Formulation and Publication of Market Manual is amended to read as –

"4.9.2 Defines the procedures that *Retail Metering Services Providers* must undertake to substitute erroneous meter data;"

ppp. Chapter 5 (Transitory Provisions) and its Subclauses are hereby deleted.

qqq. Chapter 6 (Glossary) is hereby renumbered to read as –

"CHAPTER 5: GLOSSARY

xxx xxx xxx"

rrr. The term "Market manual" under Glossary is amended to read as –

"*Market Manual* - A manual of specific procedures, systems or protocols for the implementation of the *WESM Rules* and these *Retail Rules.*"

sss. The term "Retail Competition Participant" under Glossary (Chapter 5) is added to read as –

"*Retail Competition Participant* – A person or entity listed with the *Central Registration Body* for the purpose of participating in retail competition and open access."

ttt. The term "Retail Rules" under Glossary (Chapter 5) is amended to read as –

"Retail Rules - The rules promulgated by the *DOE* governing the management of the transactions of *Suppliers* and *Contestable Customers* and the operations of the *Central Registration Body*.

uuu. The term "Supplier" under Glossary (Chapter 5) is amended to read as –

"*Supplier* – refers to any person or entity authorized by the ERC to sell, broker, market or aggregate electricity to the end-users, and registered as a Customer

pursuant to Clause 2.3.2 of the WESM Rules and Clause 2.4.1.2 of these Retail Rules."

vvv. Appendix A (Settlement Quantities and Amounts) is hereby deleted.

Section 2.2 Amendments to the Retail Market Manual on Disclosure and Confidentiality of Contestable Customer Information. The following provisions in the Retail Market Manual on Disclosure and Confidentiality of Contestable Customer Information Issue 1.0 are hereby amended:

a. Section 1 under Purpose & Scope of Application is amended to read as –

"Pursuant to Clause 2.3.2.3 of the Rules for the Competitive Retail Electricity Market (Retail Rules), the *Central Registration Body* shall develop and publish procedures for the request and release of *Contestable Customer* information and the corresponding service fees.

b. Section 5.2 under Confidentiality and Disclosure Policy is amended to read as –

"5.2 Subject to the procedures and permitted disclosures set forth in this Manual, Chapter 5 of the *WESM Rules*, and the *Data Privacy Act (R.A. 10173),* the following *Contestable Customer* information are available for dissemination-

Xxx xxx xxx"

c. Section 5.2.4 under Confidentiality and Disclosure Policy is hereby deleted –

d. Original Section 5.2.5 under Confidentiality and Disclosure Policy is renumbered to read as –

"5.2.4 *Contestable Customer* load data such as a) metered quantities and b) load profile; and"

e. Original Section 5.2.6 under Confidentiality and Disclosure Policy is renumbered to read as –

"5.2.5 *Contestable Customer* metering and connection details."

f. Section 5.3 under Confidentiality and Disclosure Policy is amended to read as –

"5.3 In accordance with the *WESM Rules* and Information Disclosure and Confidentiality Manual, the following *Contestable Customer* information are considered confidential –

g. Section 5.3.1 under Confidentiality and Disclosure Policy is amended to read as –

EPJ

"5.3.1 *retail supply contract data*;"

Section 2.3 Amendments to the Retail Market Manual on Retail Market Transactions Procedures. The following provisions in the Retail Market Manual on Market Transactions Procedures, Issue No. 2.0, are hereby amended:

a. Section I.1 (Purpose) under Introduction and General Guidelines is amended to read as –

"1. PURPOSE

Pursuant to Clause 3.2.6 of the *Retail Rules*, the *Central Registration Body* shall prepare and publish a *Market Manual* that sets out in more detail the relevant timelines, requirements, and procedures for carrying out *Contestable Customer's* transactions.

xxx xxx xxx

This Manual implements relevant provisions of Chapter 3 of the *Retail Rules*."

b. Section I.3.2 (References) under Definitions, References and Interpretation is hereby amended to read as –

"3.2. References

This Manual should be read in association with the –

(a) Republic Act No. 9136
(b) Implementing Rules and Regulations of Republic Act No. 9136
(c) WESM Rules
(d) Retail Rules
(e) WESM Market Manual on Registration, Suspension and De-Registration Criteria and Procedures
(f) Retail Manual: Registration Criteria and Procedures
(g) WESM Dispute Resolution Market Manual
(h) Department of Energy Circular No. 2012-05-0005
(i) Department of Energy Circular No. 2012-011-0010
(j) Department of Energy Circular N0. 2013-01-0002
(k) ERC Rules Supplementing the Switching and Billing Process and Adopting a Disconnection Policy for the Contestable Customers
(l) Other relevant rules issued by the Energy Regulatory Commission and Department of Energy"

c. Section I.4.2 under General Guidelines and Scope is amended to read as –

"4.2 Upon commencement of *retail competition*, all *Suppliers* serving *Contestable Customers* shall register in the *WESM. Contestable*

Customers directly connected to Distribution systems shall transact with the Central Registration Body and may voluntarily register in the *WESM* in accordance with Chapter 3 of the *Retail Rules*. Provided, however, that the *Contestable Customers* shall have the option to voluntarily register in the *WESM* as a *Direct WESM Member*."

d. Section I.4.3 under General Guidelines and Scope is amended to read as –

"4.3 The *Market Operator* as the *Central Registration Body* shall administer retail competition in the *WESM* and its operations in accordance with the *Retail Rules*. It shall also facilitate *Customer Switching* between *Suppliers*."

e. Section I.4.4 under General Guidelines and Scope is hereby deleted –

f. Section II.2.3.1 under Overview is amended to read as –

"2.3.1. A valid *Retail Supply Contract* between a *Supplier* and the *Contestable Customer* for which the request is made."

g. Section II.2.3.3 under Overview is amended to read as –

"2.3.3 A certification from the incumbent *Supplier* or relevant *Distribution Utility* that the *Contestable Customer* does not have any outstanding balance."

h. Section II.3.1.1 under Submission and Processing of Switch Request is amended to read as –

"3.1.1. Once all requirements are met, an accomplished switch request form shall be submitted by the new *Supplier* to the *Central Registration Body* not later than seven (7) working days before the proposed switch effective date. The switch request form shall include an attestation duly signed by:

(a) The *Supplier* and the *Contestable Customer* of the existence of a *retail supply contract* between the two parties, and the term of the *retail supply contract* including the effectivity dates;
(b) the *Supplier* or the *Contestable Customer*, as applicable, and the relevant *Distribution Utility* of the existence of a valid wheeling service agreement covering the *Contestable Customer*;
(c) the *Supplier* or the *Contestable Customer*, as applicable, and the registered *Retail Metering Services Provider* of the existence of a metering services agreement covering the *Contestable Customer*; and

(d) the incumbent *Supplier* or, if not served by a *Supplier*, the relevant *Distribution Utility* that the *Contestable Customer* has no outstanding balance.

The *Supplier* or *Contestable Customer* registering as a *Direct WESM Member* shall also submit the projected metering quantities and the percentage that will be purchased from the *WESM* by the *Contestable Customer*, as applicable."

i. Section II.3.1.2 under Submission and Processing of Switch Request are amended to read as –

3.1.2. Initial Assessment - The *Central Registration Body* shall immediately evaluate the switch application for completeness of requirements in accordance with *Retail Rules* Clause 3.2.2.1. The *Central Registration Body* shall notify the requesting *Supplier* and the *Contestable Customer,* applicable, on the status and further requirements, if any, such as prudential requirement, for the approval of switch request, within two (2) *working days* from the receipt of *switch request*."

j. Section II.3.1.3 under Submission and Processing of Switch Request are amended to read as –

"3.1.3. Approval of Switch Request – The *Central Registration Body* shall verify that all conditions set out in *Retail Rules* Clause 3.2.2.1 to 3.2.2.3 and Section II-3.1.1 of this *Market Manual* are met and verify the membership type of the *Contestable Customer* whether or not it voluntarily registered as a *Direct WESM Member*. Based on the foregoing and subject to compliance with *prudential requirements*, the *Central Registration Body* will be able to confirm whether the switch is to take effect and when it will take effect."

k. Section II.3.1.3.1 under Submission and Processing of Switch Request are amended to read as –

"3.1.3.1 *Contestable Customer* is registered as *Direct WESM Member:*

(a) The *Central Registration Body* shall inform the *Contestable Customer* of their updated *Prudential Requirements* within two (2) *working days* from the receipt of switch request.
(b) The *Contestable Customer* shall update its *Prudential Requirements* if so required by the *Market Operator* to ensure that it fully satisfies the *Prudential Requirements* as set out in the WESM Rules. The *Contestable Customer* shall post the *Prudential Requirements* within two (2) *working days* from C*entral Registration Body* notification.

(c) Within two (2) *working days* of confirming that the *Contestable Customer* has complied with the *Prudential Requirements*, the *Central Registration Body* shall notify the new *Supplier*, the incumbent *Supplier*, the *Contestable Customer* and the relevant *Distribution Utility* or *Network Service Provider* of the confirmation and approval of the *Switch Request* and the effective date of the switch in accordance with *Retail Rules* Clause 3.2.2.2."

l. Section II.3.1.3.2 under Submission and Processing of Switch Request are amended to read as –

"3.1.3.2 *Contestable Customer* is not a *WESM Member*:

(a) The *Central Registration Body* shall inform the new and incumbent *Suppliers* of their updated *Prudential Requirements* within two (2) *working days* from the receipt of the switch request.
(b) The new *Supplier* shall submit the additional securities required by the Mar*ket Operator* to fully satisfy the prudential requirement as set out in the WESM Rules.
(c) Within two (2) working days from confirmation that the *prudential requirements* are satisfied, the Central Registration Body shall notify the new *Supplier*, the incumbent *Supplier* and the relevant DU or NSP of the confirmation and approval of the switch request and the effective date of the switch in accordance with *Retail Rules* Clause 3.2.2.3."

m. Section II.3.2 (Disapproval of Customer Switch and Remedies) under Switching Procedures is amended to read as –

"3.2. Disapproval of Customer Switch"

n. Section II.3.2.1 under Disapproval of Customer Switch is amended to read as –

"3.2.1. The *Central Registration Body* shall disapprove a switch request if the *Supplier* does not submit all the requirements under this *Market Manual* within the prescribed timeframe."

o. Section II.3.2.2 under Disapproval of Customer Switch is amended to read as –

"3.2.2. Notwithstanding the disapproval of *switch request* under Section 3.2.1, the *Supplier* may submit a new *switch request* when all conditions have been met."

p. Section II.3.2.3 under Disapproval of Customer Switch is amended to read as –

"3.2.3. Non-compliance by the *Distribution Utility* in the submission of customer information should not result in the disapproval of the *switch request*."

q. Section II.3.2.4 under Disapproval of Customer Switch is hereby deleted.

r. Section III.3.2 under Procedures is amended to read as –

"3.2. If the present Supplier does not agree to continue to provide service:

(a) The *Contestable Customer* shall switch to a new *Supplier* in accordance with the requirements and procedures set out in Clause 3.2.2 of the *Retail Rules* and Chapter II of this Manual prior to relocation.

xxx xxx xxx"

s. Original Section IV.2.2.2 under Overview is hereby deleted.

t. Original Section IV 2.2.3 under Options for Affected Contestable Customer in case of Termination of Supply Contract is renumbered to read as –

"2.2.2 A *Contestable Customer* who is registered as a *Direct WESM Member* shall post securities to satisfy the *Prudential Requirements* set out in the *WESM Rules."*

u. Section IV.2.3 under Overview is hereby amended to read as -

"2.3 If the *Contestable Customer* is a not *Direct WESM Member* and it fails to successfully switch to another Supplier prior to the expiration of the Retail Supply Contract, the original *Supplier* shall:

xxx xxx xxx"

v. Section IV.3.2.3 (Application as Direct WESM Member by Contestable Customer) under Procedures for Non-renewal or Termination is hereby deleted.

w. Section V.2.2 under Overview is amended to read as –

"2.2. When the *Central Registration Body* determines the occurrence of any of the aforementioned last resort events, a notification shall be sent to the affected *Contestable Customer/s*, the SOLR, and the defaulting *Supplier*, if practicable, of the occurrence and the effective date of the transfer to the SOLR. The *Contestable Customer* shall notify the *Central Registration Body* and the SOLR if it chooses to be served by the latter.

x. Section V.3.1 (Submission and Processing of Switch Request) under Procedures is amended to read as –

"3.1. Submission and Processing of Switch Request (Switch to SOLR) – Once all parties agree, an accomplished switch request form shall be submitted by the SOLR to the *Central Registration Body* no later than forty-eight (48) hours after being notified of the occurrence of the *Last*

Resort Supply Event. The switch request form shall include an attestation of the agreement duly signed by the SOLR and the *Contestable Customer*."

Section 2.4 Amendments to the Retail Market Manual on Registration Criteria and Procedures. The following provisions in the Retail Market Manual on Registration Criteria and Procedures, Issue No. 2.0, are hereby amended:

a. Section I.1 (Purpose & Scope of Application) under Introduction and General Guidelines is amended to read as –

"1. PURPOSE & SCOPE OF APPLICATION

Pursuant to Clause 2.5 of the *Retail Rules*, the *Central Registration Body* shall prepare and publish a *Market Manual* that shall provide the requirements and procedures for the registration of *Contestable Customers* as applicable, *Suppliers* and *Retail Metering Service Providers* in the *WESM*. The criteria, guidelines and procedures for registration of *metering installations* are covered by the Retail Metering Manual. The suspension and de-registration procedures shall be governed by the *WESM Market Manual* on Registration, Suspension and De-Registration Criteria and Procedures.

This Manual implements relevant provisions of Chapter 2 of the Rules for Competitive Retail Electricity Market ("Retail Rules")."

b. Section I.2.3 (References) under Introduction and General Guidelines is amended to read as –

"2.3 References

This Manual should be read in association with the –

(a) Republic Act No. 9136
(b) Implementing Rules and Regulations of Republic Act No. 9136
(c) ERC's Transitory Rules on the Implementation of OARC
(d) WESM Rules
(e) Retail Rules
(f) Philippine Grid Code
(g) Philippine Distribution Code
(h) Department of Energy Circular No. 2010-05-006
(i) Department of Energy Circular No. 2010-08-0010
(j) Department of Energy Circular No. 2012-011-0010
(k) Department of Energy Circular No. 2013-01-0002
(l) Department of Energy Circular No. 2017-12-0013
(m)Department of Energy Circular No. 2019-07-0011

(n) WESM Manual: Registration, Suspension and De-Registration Criteria and Procedures
(o) WESM Manual: Billing and Settlements
(p) Retail Metering Manual
(q) WESM Dispute Resolution Market Manual
(r) Distribution Services and Open Access Rules (DSOAR)
(s) ERC Rules Supplementing the Switching and Billing Process and Adopting a Disconnection Policy for the Contestable Customers"

c. Section I.2.4.1 under Organization of the Manual/Interpretation is amended to read as –

"2.4.1. This Manual is divided into three Chapters as follows –

(a) Chapter I – Introduction and General Guidelines
(b) Chapter II – Registration Procedures
(c) Chapter III – Suspension, Disconnection and De-Registration"

d. Section I.3.1 under General Guidelines is amended to read as –

"3.1 All *Contestable Customers*, *Suppliers* and *Retail Metering Service Providers* authorized by the *Energy Regulatory Commission* are eligible to become members of the *WESM* subject to compliance with set membership criteria. Pursuant to Republic Act No. 9136, the *Energy Regulatory Commission* is the agency mandated to authorize other persons or entities that can be eligible to become members of the *WESM*."

e. Section I.3.2 under General Guidelines is amended to read as –

"3.2 Considering its implications, suspension and deregistration from the *WESM* shall be carried out in strict compliance with the procedures in *WESM Market Manual* on Registration, Suspension and De-Registration Criteria and Procedures."

f. Section I.4.1.1 (Applicants) under Compliance and Implementation is amended to read as –

"4.1.1. Applicants. All *Contestable Customers*, *Suppliers* and *Retail Metering Service Providers* applying for registration in the *WESM* shall comply with the requirements and procedures set forth in this *Market Manual* and in the *Retail Rules.*"

g. Section I.4.1.3 (Service Providers) under Compliance and Implementation is amended to read as –

"4.1.3. Service Providers. The *Retail Metering Services Provider* and *Network Service Provider* shall provide the information or document required of them to enable the timely assessment and action on applications for registration."

h. Section I.4.1.4 (Market Operator) under Compliance and Interpretation is amended to read as –

"4.1.4 Market Operator. The *Market Operator* shall be responsible for assessing and evaluating applications for *WESM* membership in accordance with Chapter 2 of the *WESM Rules* and the *WESM Market Manual*: Registration, Suspension and De-Registration Criteria and Procedures. The *Market Operator* shall likewise be responsible for post-registration changes as set forth in the relevant *Market Manual."*

i. Section II.3.2.1 under Pre-registration Procedures is amended to read as –

"3.2.1. Distribution Utilities shall notify the *Central Registration Body* within fifteen (15) *working days* from its validation that a customer has met the required demand threshold of contestability. The *Distribution Utilities* shall submit to the *Central Registration Body* the following customer information:

(a) Customer name;
(b) Billing and service addresses;
(c) Customer's account number;
(d) Customer contact information (telephone numbers and e-mail addresses);
(e) Meter number
(f) Meter specifications (interval metering, channels); and
(g) SEIN of the grid metering point of the Distribution Utility where the supply of the end user passes through.

The *Distribution Utilities* shall use the form published by the *Central Registration Body* in the market information website in providing the customer information of the end users identified in this Section."

j. Section II.3.2.2 under Pre-registration Procedures is amended to read as –

"3.2.2. The *Central Registration Body*, within five (5) *working days* from receipt of such notice, shall secure confirmation from the *ERC* if such customer has been certified as contestable and, if so certified, shall maintain record of the customer in the database registry for *Contestable Customers."*

k. Section II.3.2.3 under Pre-registration Procedures is amended to read as –

"3.2.3. If a *Contestable Customer* intends to voluntarily participate in the *WESM* directly, it shall enter into a retail supply contract and register as a Direct

WESM Member and shall fulfill all such registration requirements. If a *Contestable Customer* does not intend to participate in the *WESM* but voluntarily entered into a retail supply contract, its *Supplier* shall register the *Contestable Customer* with the *Central Registration Body* in accordance with *Retail Rules* Clause 3.2.2.3."

l. Section II.3.2.4 under Pre-registration Procedures is amended to read as –

"3.2.4. The *Supplier* may submit a switch *request* to the *Central Registration Body* for the voluntary registration of *Contestable Customer* in the *WESM* in accordance with Retail Rules 3.2.2.1."

m. Section II.3.3.1 under Information Requirements is amended to read as –

"3.3.1. For voluntary *Direct WESM Membership* of *Contestable Customers*, the *Contestable Customer* (applying as a *Direct WESM Member*) and *Supplier* shall submit to the *Market Operator* the specific information and documents as posted in the *market information website* in accordance with the *Retail Rules* and this *Market Manual*."

n. Section II.3.3.2 under Information Requirements is amended to read as –

"3.3.2. *Contestable Customers not wishing to register as a Direct WESM Member,* shall be enrolled by its *Supplier* (applying on behalf of the *Contestable Customer*) with the *Central Registration Body* and shall submit specific information and documents as posted in the *market information website* in accordance with the *Retail Rules* and this *Market Manual*."

o. Section II.3.3.3 under Information Requirements is amended to read as –

"3.3.3 The *Central Registration Body* shall immediately assess the completion of the information requirements and it shall notify the *Supplier* and the *Contestable Customer*, as applicable, on the status and further requirements, if any, such as prudential requirement, for the approval of *switch request* within two (2) *working days* from the receipt of the *switch request*."

p. Section II.3.3.4 under Information Requirements is amended to read as –

"3.3.4 The *Central Registration Body* shall approve the switch request upon completion of the requirements and it shall notify the new *Supplier*, the incumbent *Supplier*, the *Contestable Customer* (as applicable), the *Retail Metering Services Provider* and the relevant *Distribution Utility* or *Network Service Provider* of the confirmation of the *switch request* and the effective date of the switch within two (2) working days in accordance with the *Retail Rules* Clause 3.2.2.1 to 3.2.2.3."

q. Sections II.3.3.5, II.3.3.6, II.3.3.7 and II.3.3.8 under Information Requirements are hereby deleted.

r. New Section II.3.4 under Registration of Contestable Customers is added to read as -

"3.4. Reporting

3.4.1. The *Central Registration Body* shall provide a monthly report to each *Distribution Utility* on the timeliness and completeness of its submission under Section 3.2.1 on or before the end of each month.

3.4.2. The *Central Registration Body* shall submit a quarterly report to the *ERC* and the *DOE* on the timeliness and completeness of the submission of the *Distribution Utilities* with Section 3.2.1 on or before the 15th day of the month after the end of each quarter."

s. Section III (Suspension, Disconnection and De-Registration) is amended to read as –

"III. SUSPENSION, DISCONNECTION AND DE-REGISTRATION

The suspension, de-registration and cessation of the membership of the *Suppliers* and *Contestable Customers* in the *WESM* shall be governed by the *WESM Rules, Retail Rules and relevant Market Manuals."*

Section 2.5 Amendments to the Retail Market Manual on Metering Standards and Procedures. The following provisions in the Retail Market Manual Metering Standards and Procedures, Issue No. 3.0, are hereby amended:

a. Section 1.1 (Purpose) under Introduction is amended to read as –

"1.1 PURPOSE

Pursuant to Clause 4.9 of the *Retail Rules*, the *Central Registration Body* shall formulate and publish a *Market Manual* that:

xxx xxx xxx

(g) Describe the procedures of the *Governance Arm* for the measurement and monitoring of the annual performance of *Retail Metering Services Providers*."

b. Section 1.2 (Scope of Application) under Introduction is amended to read as –

"1.2 SCOPE OF APPLICATION

EPJ

This Manual covers the metering procedures and standards for *metering installations* of *Contestable Customers* that are connected to a *distribution system* operated by a *Distribution Utility* and have opted to switch to a *Supplier* or voluntary register in the *WESM*."

c. Section 1.4.1 (Compliance and Implementation) under Responsibilities is amended to read as –

"1.4.1 Compliance and Implementation

(a) The *Central Registration Body* shall be responsible for the development, validation, maintenance, publication, and revision of this document in coordination with *WESM Members* and in accordance with the rules change process;

xxx xxx xxx"

d. Section 2.2 (Overview) under Metering Installation Standards is amended to read as –

"2.2 OVERVIEW

(a) A *metering installation* shall be accurate in accordance with the *Retail Rules*, the *Philippine Distribution Code*, and this Manual. For this purpose, the retail competition may adopt new technical standards for *metering installations* if necessary, subject to the approval of the *DOE*.
(b) A *metering installation* shall have electronic data recording facilities such that all *metering data* can be measured and recorded in an interval basis."

e. Section 2.7 (Existing Metering Installations) under Metering Installation Standards is amended to read as –

"2.7 EXISTING METERING INSTALLATIONS

An existing *metering installation* that does not fully comply with the requirements of this Manual shall be permitted by the *Central Registration Body* to remain in service subject to the following conditions:

(a) The *meter* has a mass memory capable of recording demand on an interval basis and have communication ports for remote and manual data retrieval; and
(b) The Energy Regulatory Commission has tested or verified and sealed the *meter*."

f. Original Section 4.2 (Overview) under Metering Installation Registration is amended to read as –

"4.2 In order for a *metering installation* to be successfully registered in the WESM, *Retail Metering Service Providers* must be able to demonstrate to the *Central Registration Body* that the *metering installation* for registration is compliant with the *Retail Rules* and Section 2 of this Manual."

g. Original Section 4.4.1 (Submission of Application Form and Pertinent Documents) under Registration Procedures is amended to read as –

"4.4.1 If the *metering installation* of a *Contestable Customer* subject to a *switch request* is not yet registered with the *Central Registration Body*, its *Retail Metering Services Provider* shall initiate the registration of the *metering installation*.

To initiate the registration of a *metering installation* of a *Contestable Customer*, its *Retail Metering Services Provider*, on behalf of the *Supplier* or *Contestable Customer*, shall submit the following to the *Central Registration Body* by courier:

(a) xxx
(b) xxx
(c) xxx
(d) xxx
(e) Pro-forma Agreement between the *Contestable Customer* or *Supplier* and its *Retail Metering Services Provider*; and
(f) Documentation of other special features of the meter."

h. Original Section 4.4.3 (Testing) and its Sub-clauses under Registration Procedures are hereby deleted.

i. Original Section 4.4.4 (Determination of Market Trading Node) under Registration Procedures is re-numbered and amended to read as –

"4.4.3 Determination of Market Trading Node

Prior to registration, the *Retail Metering Services Provider* shall indicate the *grid off-take metering point* of the *Contestable Customer* in the Metering Installation Registration Form.

Upon identification of the *grid off-take metering point*, the *Central Registration Body* shall determine the *Market Trading Node* of the *Contestable Customer* or *Supplier*, as applicable, by following the *Market Trading Node* of the assigned *grid off-take metering point*."

j. Original Section 4.4.5 (Approval of Application) under Registration Procedures is re-numbered and amended to read as –

"4.4.4 Approval of Application

Upon receipt of all documents indicating the conformance of the *metering installation* for registration to the standards in this *Manual*, the *Central Registration Body* shall issue its approval to the *metering installation* for registration, update its registry, and *publish* the newly registered *metering installation* of the *Retail Metering Service Provider* in the *market information website*."

k. Section 5.2.1.3 (Access) under Metering Database is amended to read as –

"5.2.1.3 Access

The only entities entitled to have either direct or remote access to *metering data* on a read-only basis from the *metering database* or the metering register in relation to a *metering point* are:

(a) Each *Supplier* whose *gross energy settlement quantities* are determined by reference to quantities of energy flowing through that *metering point*,

xxx xxx xxx"

l. Section 5.3.1.3 (Timing) under Requirements is amended to read as –

"5.3.1.3 Pursuant to *Retail Rules* Clause 4.3.8, all meter clocks shall be synchronized by the *Retail Metering Services Provider* to Philippine Standard Time (PST) to ensure accuracy of accounting and settlements as applicable."

m. Section 5.3.2.1 (Collection) under Daily Process is amended to read as –

"5.3.2.1 Collection

At an interval basis, the *meter* at the *metering point* of a *Contestable Customer* continuously records *metering data*. Immediately at the end of the *trading day*, the *Retail Metering Services Provider* shall collect the *metering data* and event log of the whole *trading day* from each meter, identified by its Recorder ID (SEIN) and Device ID (Serial Number), of all its associated *Contestable Customers* registered under Chapter 2 of the *Retail Rules*."

n. New Section 5.3.4 (Conversion to Dispatch Interval Data) and its Subsections under Collection and Submission Procedure are added to read as –

"5.3.4 Conversion to Dispatch Interval Data

5.3.4.1 If the *metering data* submitted by the *Retail Metering Services Provider* under Section 5.3.2 and 5.3.3 does not have the same resolution as a *dispatch interval* (e.g., 15-minutes, 30-minutes, 1-hour), the *Central Registration Body* shall convert the *metering data* to a *dispatch interval* basis using the procedure in Section 5.3.4.2.

5.3.4.2 The *Central Registration Body* shall convert *metering data* to a *dispatch interval* basis by dividing the value of the *metering data* evenly across the number of *dispatch intervals* within the duration of the interval of the *metering data* (e.g., 15-minute metering data will be divided by three).

5.3.4.3 The *Central Registration Body* shall review the conversion procedure when the threshold for contestability is reduced to less than 500 kW."

o. Section 5.4.1 (Failure of the Meter Data Retrieval System) under Emergency Procedures is amended to read as –

"5.4.1 Failure of the Meter Data Retrieval System

xxx xxx xxx

(b) The *Central Registration Body* shall, upon receipt of the *metering data*, perform validation (refer to Section 6 of this Manual) and process the *metering data* for accounting, billing and settlement, and upload the *metering data* to the *metering database*."

p. Section 5.4.2 (Transfer to Emergency Back-up System) under Emergency Procedures is amended to read as –

"5.4.2 Transfer to Emergency Back-up System

xxx xxx xxx

(a) The *Central Registration Body* shall:

xxx xxx xxx

(iii) Activate the Emergency Back-up Site, upload the *metering data*, perform validation and process the *metering data* for accounting, billing and settlement as applicable;

xxx xxx xxx

(vi) Resume operations at and upload the *metering data* to the Main Server, perform validation and process the *metering data* for accounting, billing and settlement as applicable.

xxx xxx xxx"

q. Section 6.1 (Coverage) under Data Validation, Estimation and Editing is amended to read as –

"6.1 COVERAGE

Pursuant to *Retail Rules* Clause 4.6 the *Retail Metering Services Providers* shall be responsible for supplying accounting-ready meter data to the *Central Registration Body*. In case of *metering data* error, the *Retail Metering Services Providers* shall be responsible for validation, estimation, and editing of the affected *metering data*.

This section provides the methodologies and procedures for validating, estimating, and editing *metering data* for the determination of the *metered quantity* of a *Contestable Customer* in accordance with *Retail Rules* Clause 3.3.3.2."

r. Section 6.2 (General Description) under Data Validation, Estimation and Editing is amended to read as –

"6.2 GENERAL DESCRIPTION

All *metering data* received by the *Central Registration Body* shall be evaluated using the validation, estimation and editing process described in this section.

The *Central Registration Body* shall issue a *Meter Trouble Report* for all *metering data* that fails the validation component of the Validation, Estimate and Editing process. When *Meter Trouble Reports* are issued, the *Central Registration Body* shall give instructions to the concerned *Distribution Utility* or *Retail Metering Service Provider* who shall investigate the *meter trouble* and subsequently provide a report to the *Central Registration Body*. The concerned *Retail Metering Services Provider* shall then estimate and update the meter data. Procedures regarding *Meter Trouble Reports* are described in more detail in Section 7 of this Manual."

s. Section 6.3.1.1 (Validation Error Categories) under Daily Validation is amended to read as –

"6.3.1.1 Validation Error Categories

The Central Registration Body shall perform several checks upon receipt of metering data. These checks are described further in Section 6.3.1.2. Metering data that fails the checks will be reported according to two (2) error categories:

(a) Missing Values; and
(b) Orphan Values."

t. Section 6.3.1.2 (Validation Checks) under Daily Validation is amended to read as –

"6.3.1.2 Validation Error Categories

The following checks shall be performed by the *Central Registration Body* for the above validation error categories:

(a) Check for missing values; and
(b) Check for values in the *metering data* whose meter is not registered in the *Central Registration Body*."

u. Section 6.3.5 (Metering Installation Validation Tests) and its Sub-sections under Daily Procedures are amended to read as –

"6.3.5 Metering Installation Validation Tests

Pursuant to *Retail Rules* Clause 4.6.2, in case of *metering data* error, the *Retail Metering Services Provider* shall perform validation, estimation and editing in order to derive corrected *metering data*. All *Retail Metering Services Providers* shall perform their responsibilities in accordance with the provisions under the *Philippine Distribution Code*. For reference, Appendix D provides suggested validation tests for *Retail Metering Services Providers*."

v. Section 6.4.1 (Daily Process) and its Subsections under Estimation Procedures are amended to read as –

"6.4.1 Daily Process

Upon detection of a *metering error* in the daily *metering data,* the *Retail Metering Services Providers* shall correct and estimate the *metering data* on a daily basis in accordance with the estimation procedures under the *Philippine Distribution Code*. Appendix D provides suggested daily estimation procedures for reference of *Retail Metering Services Providers*."

w. Section 6.4.2 (Monthly Process) and its Sub-sections under Estimation Procedures are amended to read as –

"6.4.2 Monthly Process

Upon detection of a *metering error* in the monthly *metering data,* the *Retail Metering Services Providers* shall estimate the *metering data* in accordance with the estimation procedures under the *Philippine Distribution Code*. Appendix D provides suggested monthly estimation procedures for reference of *Retail Metering Services Providers*."

x. Section 6.5 (Editing Procedure) under Data Validation, Estimation and Editing is amended to read as –

"6.5 EDITING PROCEDURE

The *Retail Metering Services Providers* shall submit to the *Central Registration Body* the estimated *metering data* as soon as practicable. The *Central Registration Body* shall update the *metering data* in the *metering database* to correct the values previously submitted by the *Retail Metering Services Provider*. This update shall include actual *metering data* obtained as well as estimated *metering data* within the required period."

y. Section 6.8 (Approval and Exporting) under Data Validation, Estimation and Editing is amended to read as –

"6.8 APPROVAL AND EXPORTING

The *Central Registration Body* shall approve all received *metering data* before they are used in the accounting and settlement process, as applicable. These *metering data* shall have been reviewed and verified using the methods discussed in Sections 6.3. Settlement-ready *metering data* shall be exported to the accounting and settlement process and only approved data are transferable."

z. Section 7.4.2.1 (Estimation) under Unresolved Meter Trouble Reports is amended to read as –

"7.4.2.1 Estimation

If a *Meter Trouble Report* is still unresolved after the designated timeline in Section 7.4.1, the *Retail Metering Services Providers* shall implement the estimation and editing of *metering data* in accordance with Section 6 of this Manual."

aa. Section 7.4.2.2 (Late Resolution) under Unresolved Meter Trouble Reports is amended to read as –

"7.4.2.2 Late Resolution

The *Retail Metering Services Provider* may still resolve a *Meter Trouble Report* and provide *metering data* acceptable to the *Central Registration Body* after the deadline set in Section 7.4.1. For late resolutions, the deadline to be reflected in the final settlement statement to be prepared by the *Market Operator* is five (5) *business days* prior to the issuance of the final settlement statement of the affected *trading day*."

bb. Section 7.4.2.2.1 (Before Deadline) under Late Resolution is amended to read as –

"7.4.2.2.1 Before Deadline

If the *Retail Metering Services Provider* resolves the *Meter Trouble Report* and submits *metering data* not later than five (5) *business days* prior to the issuance of the final settlement statement date of the affected *trading day*, the *Central Registration Body* shall use the submitted *metering data* for the determination of the *gross energy settlement quantities* of *Suppliers* or *Contestable Customers* for use by the *Market Operator* in its final settlement of the *Supplier* or *Contestable Customer*."

cc. Section 7.4.2.2.2 (After Deadline) under Late Resolution is amended to read as –

"7.4.2.2.2 After Deadline

If the *Retail Metering Services Provider* resolves the *Meter Trouble Report* and submits *metering data* later than five (5) business days prior to the issuance of the final settlement statement of the affected *trading day*, the *Central Registration Body* shall use the submitted *metering data* for the determination of the *gross energy settlement quantities* of *Suppliers* or *Contestable Customers* for use by the *Market Operator* in its settlement revisions under Clause 3.14.9.2 of the *WESM Rules."*

dd. Section 7.4.2.3 (Certification) under Unresolved Meter Trouble Reports is amended to read as –

"7.4.2.3 Certification

In case of dispute with respect to the validation and substitution implemented by the *Retail Metering Services Provider*, the *Retail Metering Services Provider* shall provide a certification on the adjusted metering data in accordance with Retail Rules Clause 4.6.3.

ee. Section 7.4.2.4 (Metering Installation Malfunction) under Unresolved Meter Trouble Reports is hereby deleted.

ff. Section 8.1 (Coverage) under Performance Management is amended to read as –

"8.1 COVERAGE

This section provides the *Contestable Customers*, *Suppliers*, *Retail Metering Services Providers*, the *Central Registration Body*, and the *Governance Arm* the steps for the review, evaluation and measurement of the performance of a *Retail Metering Services Provider*."

gg. Section 8.2 (Obligations) under Performance Management is amended to read as –

"8.2 OBLIGATIONS

The *Governance Arm* shall conduct periodic monitoring and reporting of the ratings of *Retail Metering Services Providers* using the measures in this section.

The *Retail Metering Services Providers* shall, if requested, provide the *Governance Arm* information necessary for the measurement of their performance."

hh. Section 8.4 (Performance Measures) under Performance Management is amended to read as –

"8.4 PERFORMANCE MEASURES

The *Governance Arm* shall rate the performance of *Retail Metering Services Providers* in accordance with the standards set forth in this Manual."

ii. Section 8.5 (Monitoring Procedures) under Performance Management are amended to read as –

"8.5 MONITORING PROCEDURES

The *Governance Arm* shall calculate the performance measures and the overall performance score (Refer to Section 8.4 for details) of each *Retail Metering Services Provider* on a monthly, semi-annual and annual basis."

jj. Section 8.5.1 (Monthly Performance Monitoring) under Monitoring Procedures are amended to read as –

"8.5.1 Monthly Performance Monitoring

After every *billing period*, the *Governance Arm* shall release to concerned *Contestable Customers*, *Suppliers* and *Retail Metering Service Providers* the service delivery ratings (refer to Section 8.4.1) of their associated *Retail Metering Service Provider*. If requested, the *Governance Arm* shall discuss the results of the performance monitoring with the concerned *Contestable Customer*, *Supplier*, or *Retail Metering Service Provider*. The results of the monthly performance monitoring shall be published in the *market information website*."

kk. Section 8.5.2 (Semi-Annual Customer Satisfaction Monitoring) under Monitoring Procedures are amended to read as –

"8.5.2 Semi-Annual Customer Satisfaction Monitoring

Every six (6) months, the *Governance Arm* shall determine the customer satisfaction rating of the *Retail Metering Services Providers* through the issuance of the Customer Satisfaction Rating Sheet to all direct

Contestable Customers and *Suppliers*. The *Governance Arm* shall require the direct *Contestable Customers* and *Suppliers* to accomplish and submit the Customer Satisfaction Rating Sheets back to the *Governance Arm*.

xxx xxx xxx"

ll. Section 8.5.3 (Annual Performance Monitoring) under Monitoring Procedures are amended to read as –

8.5.3 Annual Performance Monitoring

The Annual Performance Monitoring of *Retail Metering Services Providers* covers the *billing periods* January to December of each year. It shall consist of:

xxx xxx xxx

The Annual Performance Report for *Retail Metering Services Providers* shall be prepared and published by the *Governance Arm* in the *market information website*."

mm. New Appendix D for Metering Data Validation and Estimation Procedures is added to the Retail Market Manual on Metering Standards and Procedures, and presented as "Annex A" to this Circular.

Section 3. Separability Clause. If for any reason, any section or provision of this Circular is declared unconstitutional or invalid, such parts not affected shall remain valid and subsisting.

Section 4. Effectivity. This Circular shall take effect 15 days following its complete publication in at least two (2) newspapers of general circulation and shall remain in effect until otherwise revoked.

Issued this JUN 03 2021 at the DOE, Energy Center, Rizal Drive, Bonifacio Global City, Taguig City, Metro Manila.

ALFONSO G. CUSI
Secretary

Republic of the Philippines
DEPARTMENT OF ENERGY
IN REPLYING PLS. CITE:
DOE-AGC-21003332

ANNEX A DOE DEPARTMENT CIRCULAR NO._

Appendix D Metering Data Validation and Estimation Procedures

This appendix provides suggested *metering installation* validation and estimation procedures as reference to *Retail Metering Services Providers* when performing its responsibilities under Clause 4.6.2 of the *Retail Rules*.

A. Suggested Validation Tests

1. Current and Voltage Check

   This indicator detects the loss of voltage and/or current input to the *meter* due to failure of the supply from one or more *instrument transformers* or tampering.

2. Load Profile vs. Meter Reading

   This checks for corruption related to the *meter* multiplier.

3. Intervals Found vs. Interval Expected

   This checks for missing intervals.

4. Time Synchronization

   This checks for synchronism of meter clock to Philippine Standard Time/Data Collection System time.

5. Number of Power Outage Intervals

   This indicator allows periods of zero primary power to be identified.

6. Cyclic Redundancy Check /Read-Only Memory /Random Access Memory

   This is part of the internal components of a *meter*, which is automatically flagged when failing.

7. Meter Clock Overflow

   Flag generated by the *meter* indicating failure of internal electronics.

8. Hardware Reset

   Flag generated by the *meter* indicating failure of internal electronics.

9. Time Reset

   This indicates the interval in which the meter clock time has been changed creating either a shorter or longer interval.

10. Data Overflow on Interval

This indicates that the meter is creating more pulses than it can record in an interval or Data Collection System (DCS) can accommodate in an interval.

11. Number of Channels

    The actual number of data channels from the meter does not match the number expected at the data collection System.

12. Changed Device ID

    The internal device identifier does not match the value registered at the data collection system.

13. Watchdog Time Out

    This is the failure of the meter to return data in response to a poll within the required time frame. This is reported by some recorders when a watchdog register is tripped or activated.

14. Parity Error

    This indicator is determined by a parity error bit that is set by a recorder on a channel of data during status check or read/write function.

15. Event Log Check

    This checks error messages and alarms recorded by the meter.

B. Suggested Daily Estimation Procedures

Any value in the *metering data* that falls outside the maximum and minimum range of the *metering data* as recorded in the database of the *Retail Metering Services Provider* may be estimated using the following:

1. Historical Values

   The values with 'uncertain' status may be replaced using the following historical data:
   a. Value during the same hour last week,
   b. Value during the same hour the previous day, and
   c. Average of the values during the whole previous day.

2. Backup Meter

   The values with 'uncertain' status may be replaced with the values from the backup meter during the same hour.

3. Previous Hour Data

The values with 'uncertain' status may be replaced using the reading from the previous hour.

C. Suggested Monthly Estimation Procedures

1. Interpolation of Metering Data

   If *metering data* of one (1) to four (4) consecutive fifteen-minute intervals are missing, *metering data* may be estimated by means of interpolation between the available intervals.

2. Back-up Meter Data

   If *metering data* of more than four (4) consecutive fifteen-minute intervals are missing, *metering data* from the back-up *meter* may be directly substituted for the missing data from the main *meter* provided that the historical difference of *metering data* between the main and backup *meters* does not exceed more than 0.2%. If the historical deviation exceeds 0.2% but not more than 0.6%, a correction factor based on the historical difference between the main and backup *meters* is suggested to be applied on the *metering data* from the backup *meter* before it is substituted for the missing data.

3. From Grid Off-Take Meter

   If both the main and backup *meters* fail, the *metering data* on the *metering point* of the facility of the *Contestable Customer* may be estimated using the *metering data* from its *grid off-take meter*. The *metering data* of the *Contestable Customer* may be estimated by adjusting the *metering data* of its grid off-take meter using a historical factor obtained through the comparison of the historical grid off-take *metering data* and historical *Contestable Customer* main *metering data*. This method of estimation is not applicable for variable loads whose historical load profile is indeterminate.

4. Scientific Method of Estimation

   If there is a loss of one of the phase voltages and currents, estimation may be performed through the scientific method of calculation using the average remaining phase voltages or currents of good data from the historical load profile.

5. Historical Meter Data

   If the above methods do not provide reasonable values, the following historical data from the main *meter* may be used for estimating missing values:

   a. Values during the same hour of the previous day with the same day type (i.e., weekday or weekend),
   b. Values during the same hour of the same day last week recorded by the same *meter* (i.e. Saturday, Sunday, Holidays), and

c. Average value of the values during the same hour of the same day of the three (3) previous weeks recorded by the same *meter*.

This method of estimation is not applicable for variable load whose historical load profile is indeterminate.