



Information Pack Usage Guidelines

For the SA and WA Gas Retail Markets

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Version History

Version	Date	Author(s)	Changes and Comments
0.1	18/11/03	B. Eaves	First version
1.0	14/11/03	D Bone	Updated for consistency
1.1	28/11/03	D Bone	
2.9	19/01/04	Z Gemmell	Updated for division of REMCo Specification Pack and REMCo Information Pack.
3.0	6/05/04	Z Gemmell	Updated to align with REMCo Specification Pack and REMCo Information Pack v3.0
4.0	1/06/05	REMCo	Updated guide to provide a separate guide for the Information Pack
4.1	20/06/07	REMCo	Deletion of Glossary and Consolidated Transaction List from the Information Pack.
5.0	15/08/11	Z Gemmell	Updated to reflect the relevant Market Operator requirements following the transfer of SA retail market operations to AEMO.
6.0	28/11/13	T Sheridan	Updated to include WA Profile Nomination Guideline and REMCo New Entrant Information Sheet.
7.0	1/07/14	T Sheridan	Updated to reference FRC B2B Process Flow Diagrams v3.4
8.0	1/01/2016	D McGowan	Updated to reference Business Specification v4.2 Updated Logica to CGI
8.1	31/10/2016	C Sambaosa (CGI) and D.McGowan (AEMO)	Update for transition to AEMO

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1. Introduction

1.1. Purpose

The purpose of this “Usage Guidelines” document is to present an overview of the various documents that form the Information Pack for the South Australian and Western Australian Gas Retail Markets, and the purpose of each of the documents. Some guidance is provided on the way in which the documents can be used.

1.2. Audience

The document has been written for the business and IT personnel within market participant organisations and the AEMO, who will be using the Information Pack. It is expected that the audience will have a familiarity with the Gas Industry and the introduction of Gas Full Retail Competition in South Australia and Western Australia.

1.3. Format of this Document

Following this introduction, the Usage Guidelines present an overview of the documents that form the Information Pack.

The final section in the main body of the document provides details of other related documents to which the audience may wish to refer.

1.4. Management of the Information Pack

AEMO will update and republish the Information Pack as required.

2. Overview of the Information Pack

The following table provides an overview of the Information Pack. The documents are provided in a directory structure as follows:

Main Directory	Sub-Directory	Documents	Version
Information Pack	1. Usage Guidelines	Information Pack Usage Guidelines	8.1
	2. Business Specification	WA Business Specification	4.3
		SA Business Specification	4.2
	3. B2M Process Flows and Sequence Diagrams	FRC B2M Process Flow and Sequence Diagrams	3.5
	4. B2B Process Flows	FRC B2B Process Flow Diagrams	3.5
	5. FTP User Guide	GRMS FTP User Guide	3.2
		GRMS FTP Procedure Guide	2.3
		GRMS FTP Registration Form	3.2
	6. Hub User Guide	FRC Gas HUB Participant User Guide. Available from http://aemo.com.au/retailgas	9.0
7. Non-IT RMP communications	Non-IT RMP communications	5.2	
8. Profile Nomination Guideline	Profile Nomination Guideline (WA Only)	1.2	
9. New Entrant Information Sheet	AEMO New Entrant Information Sheet (WA Only)	1.2	

**Please note that Consolidated Transaction List document was a consolidation of information contained in the Interface Control Document (ICD) and the B2B System Interface Definition (B2B SID) Document at market-start. AEMO provided this document at market-start to assist participants with understanding all the transactions involved in the market. As all the information in this document is actually maintained in the ICD and the B2B SID, AEMO will not be updating this consolidated document. Participants are requested to refer to the ICD and/or the B2B SID for the latest information.

3. Information Pack

3.1. Usage Guidelines

The purpose of this “Usage Guidelines” document is to present an overview of the various documents that form the Information Pack and the purpose of each of these documents.

3.2. SA/WA Business Specification

The Business Specification document provides a baseline definition of CGI’s scope of work for the delivery of the Gas Retail Market System (GRMS) for South Australia and Western Australia, in accordance with the Retail Market Rules (RMP).

The Business Specification is based on the RMP and expands on the RMP for resolutions agreed between AEMO and CGI with market consultation and review. The document is a deliverable under the Systems Integration Agreement between AEMO and CGI. The Business Specification is not binding on any persons other than AEMO and CGI.

Separate Business Specification documents have been developed for South Australia and West Australia following the transfer of REMCo’s South Australian gas retail market operations to AEMO in October 2009.

3.3. FRC B2M Process Flows and Sequence Diagrams

The FRC B2M Process Flows identify the work processes and dataflows in the FRC environment for B2M only. They can reference the FRC B2B Process Flows, where applicable. These detail each logical step in the process required to deliver various gas services in the FRC environment.

The processes identified represent the processes that are directly changed by the introduction of full retail competition or have a material impact on the ability of the full retail competition arrangements to operate efficiently using the GRMS.

The Sequence Diagrams present a range of scenarios supporting the process steps from the process flows.

3.4. FRC B2B Process Flows

The FRC B2B Process Flows identify the work processes and dataflows in the FRC environment for B2B only. They can reference the FRC B2M Process Flows, where applicable. These detail each logical step in the process required to deliver various gas services in the FRC environment. The B2B process flows identify dataflows between businesses that will have to occur for FRC to operate successfully.

The processes identified represent all the processes that are directly changed by the introduction of full retail competition or have a material impact on the ability of the full retail competition arrangements to operate efficiently.

3.5. FTP User Guide

The FTP User Guide consists of three documents, as follows:

- GRMS FTP User Guide
- GRMS FTP Procedure Guide
- GRMS FTP Registration Form

These documents outline the processes for issuing and maintaining the usernames, passwords and certificates required by participants to connect to the GRMS FTP Server.

3.6. FRC Gas HUB Participant User Guide

The FRC Gas HUB Participant User Guide provides a guide for the use of the Certification Responders based on the FRC Hub. This guide is available from <http://aemo.com.au/retailgas>.

3.7. Non-IT RMP communications

The non-IT RMP communications document lists a number of obligations from the RMP that will be performed 'manually' by AEMO as the Retail Market Administrator (RMA) (as defined in the CGI Business Specification). As these obligations are not performed by the GRMS, the related interfaces are not defined in the Interface Control Document (ICD). Accordingly, this document sets out the interface that the RMA will use when fulfilling these AEMO obligations.

3.8. Profile Nomination Guideline (WA Only)

The WA Profile Nomination Guideline details the principles for the creation, selection and management of daily nomination profiles as required under Rule 200 of the RMP. The profiles described in this document are for use by AEMO in its compliance with its obligations in RMP and apply only to the Western Australian Gas Retail Market.

3.9. AEMO New Entrant Information Sheet (WA Only)

The document contains useful information for new entrants on the type of data, delivery mechanism and the timing for all information that they will receive from the GRMS.

4. Other Related Documents

The audience for the Information Pack may also wish to refer to the following documents:

- Guidelines for Development of a Standard for Energy Transactions in XML (AseXML), published by AEMO and available at <http://www.aemo.com.au/aseXML/guidelines.html> .
- AseXML schema R13 (for WA) and AseXML schema R29 (for SA) subsequent versions are available at <http://www.aemo.com.au/aseXML/index.htm>