

Instructions for completing the Supplier Declaration Form for 2022 Fuel Mix Disclosure (FMD)

The inputs required for each tab of the Supplier Declaration Form are outlined in the sections below.

1. Introduction

This tab requires confirmation that the Supplier has read and understood the Terms and Conditions, and their preference to be declared as an All Island Entity or separate IE& NI Entities. Suppliers active in only one jurisdiction can select not applicable.

2. Supplier Details

Suppliers should complete the table with their supplier details.

The existing “Supply Licence Name” field should be the actual name from the supply licence.

Two new fields are present this year.

- a) Trading As Name: specify the trading name that the suppliers invoices customers under.
- b) Supplier Category: The classification of the supplier as “Self Supplier” or “Retail Supplier”. Self suppliers defined as only supplying their own demand, while “Retail Suppliers” have end customers.

3. GOs Manually Cancelled

This tab is applicable for Suppliers claiming any Guarantees of Origin (GOs) that were manually imported (ie. not through the Irish GO registry system) to Ireland and that are valid for use in 2022 FMD. Manually imported GOs include all Ex Domain Cancellations from Greece that have been approved by SEMO.

Please note that as a result of the UK-EU Trade Agreement, Suppliers licenced in Ireland are now unable to import and cancel REGOs for Fuel Mix Disclosure. Further details were previously communicated on this in [SEMO Market Messages](#).

4. GOs Cancelled for Ireland

This tab is applicable for Suppliers claiming GOs valid for use in 2022 FMD, provided they were cancelled in the Irish GO Online Registry (G-REX). This can include Irish GOs issued and cancelled in Ireland and GOs imported from other Association of Issuing Bodies (AIB) member countries and cancelled. The details required can be sourced from the Irish GO Online Registry as follows:

- a) Log onto <https://grex.grexel.com/en/public/home>.
- b) Navigate to **Reports>Cancellations**
- c) Enter the Search Criteria as follows:
 - a. Set the Period Start to **2021-12-01** and Period End to **2023-03-31**. (Full period in which certificates could have been cancelled for 2022 FMD.)
 - b. Set the Transaction Status to **Completed**
 - c. Set Consumption Period Start to **2022-01-01** and Consumption Period End to **2022-12-31**.

- d. Set Country of Consumption equal to **Ireland**.
- e. This will bring up a list of all the bundles of certificates cancelled for use in 2022 FMD. Select **export to Excel** (select Excel symbol in top right corner of page).
- f. Copy the details of all certificate bundles from all columns in the Excel output file.
- g. Paste the copied cells into the **4. GOs Cancelled for Ireland** tab.

5. GOs Cancelled for NI

This tab is applicable for Northern Ireland Suppliers claiming GOs valid for use in 2022 FMD, provided they were cancelled in the Irish GO Online Registry (G-REX) for use in Northern Ireland. This can include GOs issued in Ireland and cancelled for Northern Ireland, and GOs imported from other AIB member countries and cancelled for Northern Ireland. The details required can be sourced from the Irish GO Online Registry as follows:

- d) Log onto <https://grex.grexel.com/en/public/home>.
- e) Navigate to **Reports>Cancellations**
- f) Enter the Search Criteria as follows:
 - h. Set the Period Start to **2021-12-01** and Period End to **2023-03-31**. (Full period in which certificates could have been cancelled for 2022 FMD.)
 - i. Set the Transaction Status to **Completed**
 - j. Set Consumption Period Start to **2022-01-01** and Consumption Period End to **2022-12-31**.
 - k. Set Country of Consumption equal to **Northern Ireland**.
 - l. This will bring up a list of all the bundles of certificates cancelled for use in 2022 FMD. Select **export to Excel** (select Excel symbol in top right corner of page).
 - m. Copy the details of all certificate bundles from all columns in the Excel output file.
 - n. Paste the copied cells into the **4. GOs Cancelled for NI** tab.

6. REGOs (NI suppliers only)

This tab is applicable for NI Suppliers only that are claiming REGOs that have been retired for use in 2022 FMD. The details required to complete the tab can be sourced directly from the [Ofgem Renewables & CHP registry](#).

7. PSO Details (In SEM)

If suppliers wish to claim Balancing Market units that are in receipt of support, the units should be detailed on the **PSO Details (In SEM)** tab. See below for supporting information regarding some of the details required:

- The PSO In SEM unit(s) FMD_G_IDs should be detailed. If you are unfamiliar with the unit(s)FMD_G_ID, please contact the GO team to register the PSO (In SEM) unit and be assigned an FMD_G_ID; and
- The MPRN provided by ESNB for Irish units or NIE for Northern Irish units; and
- The PPA number, also referred to as the AER, REFIT or RESS reference; and

- The Start and End Date represent the date range that the unit received support during 2022:
 - Example 1: If a unit left support and registered for the GO scheme on the 30th of June 2022, the PSO Start/End Dates would be 01-01-2022 to 30-06-2022.
 - Example 2: If a unit was in support for the full calendar year, the PSO Start/End Dates would be 01-01-2022 to 31-12-2022.

8. PSO Details (Out of SEM)

If suppliers wish to claim units that are not registered in the Balancing Market, but are in receipt of support, the units should be detailed on the **PSO Details (Out of SEM)** tab. See below for supporting information regarding some of the details required:

- The PSO Out of SEM unit(s) FMD_G_IDs should be detailed. If you are unfamiliar with the units FMD_G_ID, please contact the GO team to register the PSO Out of SEM unit and be assigned an FMD_G_ID; and
- The MPRN provided by ESBN for Irish units or NIE for Northern Irish units; and
- For Out of SEM units in Ireland, the Subpod, the five digit numeric code which forms part of the Recorder ID. If not familiar with this code, contact the GO team to confirm; and
- The PPA number, also referred to as the AER, REFIT or RESS reference; and
- The Start and End Date represent the date range that the unit received support during 2022:
 - Example 1: If a unit left support and registered for the GO scheme on the 30th of June 2022, the PSO Start/End Dates would be 01-01-2022 to 30-06-2022.
 - Example 2: If a unit was in support for the full calendar year, the PSO Start/End Dates would be 01-01-2022 to 31-12-2022.

9. Gen Attributes (In SEM)

If suppliers wish to claim units that are registered in the Balancing Market, but are not in receipt of GOs or support, the units should be detailed on the **Gen Attributes (In SEM)** tab. See below for supporting information regarding some of the details required:

- The Gen Attributes In SEM unit(s) FMD_G_IDs should be detailed. If you are unfamiliar with the units FMD_G_ID, please contact the GO team to register the Gen Attributes In SEM unit and be assigned an FMD_G_ID; and
- The MPRN provided by ESBN for Irish units or NIE for Northern Irish units; and
- The Start and End Date represent the date range that the supplier was in contract with the unit:
 - a. Example 1: If the unit was contracted with the supplier up to 30th of June 2022, the Gen Attribute Start/End Dates would be 01/01/2022 to 30/06/2022.
 - b. Example 2: If a unit was contracted for the full calendar year, the Start/End Dates would be 01/01/2022 – 31/12/2022.

10. Gen Attributes (Out of SEM)

If suppliers wish to claim units that are not registered in the Balancing Market and are neither in receipt of GOs or support, the units should be detailed on the **Gen Attributes (Out of SEM)** tab. See below for supporting information regarding some of the details required:

- The Gen Attributes Out of SEM unit(s) FMD_G_IDs should be detailed. If you are unfamiliar with the units FMD_G_ID, please contact the GO team to register the Gen Attributes Out of SEM unit and be assigned an FMD_G_ID; and
- The MPRN provided by ESBN for Irish units or NIE for Northern Irish units; and
- For Out of SEM units in Ireland, the Subpod, the five digit numeric code which forms part of the Recorder ID. If not familiar with this code, contact the GO team to confirm. Enter N/A for Northern Irish units; and
- The Start and End Date represent the date range that the supplier was in contract with the unit:
 - a. Example 1: If the unit was contracted with the supplier up to 30th of June 2022, the Gen Attribute Start/End Dates would be 01/01/2022 to 30/06/2022.
 - b. Example 2: If a unit was contracted for the full calendar year, the Start/End Dates would be 01/01/2022 – 31/12/2022.

Contact Us

If you have any queries when completing the Supplier Declaration Form for 2022 Fuel Mix Disclosure please do not hesitate to contact the GO team by emailing us directly and we will call you back as required guaranteesoforigin@sem-o.com