# Application for Qualification

Capacity Market Platform

31st July 2025





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ŧ	Revision	Date	Description
	R0	31/07/2025	Initial Publication of Application for Qualification in CMP

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## 1. Introduction

The purpose of this user guide is to inform CMP users of how the Capacity Market Platform (CMP) is used to submit an Application for Qualification for a Capacity Auction via the Primary Auction Application module, highlighted in blue in section 2. This document describes a set of guidelines for the User and will be a step-by-step procedural document to take the User through the Primary Auction Application Module within the CMP.

The purpose of this document is not to inform CMP users of specific data to populate in each field. The onus is on the user to familiarise themselves with the rules set out in the Capacity Market Code and to populate the fields accordingly.

When completing an Application for Qualification, if any prepopulated field is inconsistent with your records, please contact the Capacity Market Team.

Capacity Market Participants should refer to the Capacity Market Code throughout. The following document is provided as a working document containing information on how to use the Primary Auction Application Module within the CMP. This document is provided for information purposes only and where there is any conflict between the information here and the Capacity Market Code, the latter always prevails. Please contact the Capacity Market Team if you have any outstanding queries at capacitymarket@sem-o.com.

All screenshots within the document are taken form a test environment using test data.

# 2. Navigating CMP

There are 7 modules within the CMP, visibility of these modules can depend on your user access.

- Primary Auction Application
  - Application List
  - Confirmation and Signature
- Primary Auction Qualification
  - o Qualification inputs overview
- Primary Auction
  - o Primary Auction detail
  - o Primary Auction Demand Curve
  - o Primary Auction Offers
  - o Capacity and Trade Register
- Reports
  - o Market Qualification Report
  - o Participant Qualification Report
  - o Participant Primary Auction Report
- Registration Data
  - o Party Details
  - o Participant Details
  - Capacity Market Unit Details
  - o Generator Unit Details
  - Generator Details
- User Account Settings
  - o Password Change
  - o Certificate Download
- System Administration
  - o Homepage

This user guide is in relation to the first module on this list; Primary Auction Application.

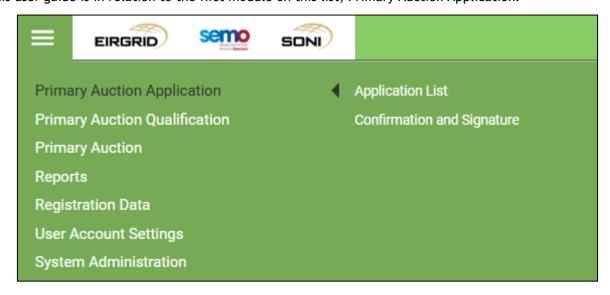


Figure 1 CMP Modules

CMP also has shortcut options in the top right-hand corner:

- Home page
- Message Board
- Username
  - o Account Settings
  - o Password Change
  - o Logout

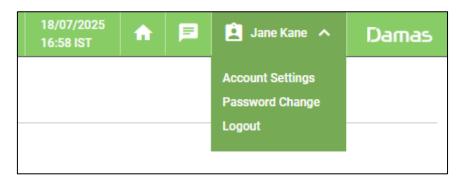


Figure 2 CMP Shortcuts

# 3. Home page

When a user logs into CMP, the default page is the homepage. Users will find information such as upcoming milestones, useful links and more:



Figure 3 CMP Home Page

# 4. Application list

**Primary Auction Application > Application List** 

## 4.1. Application Life Cycle

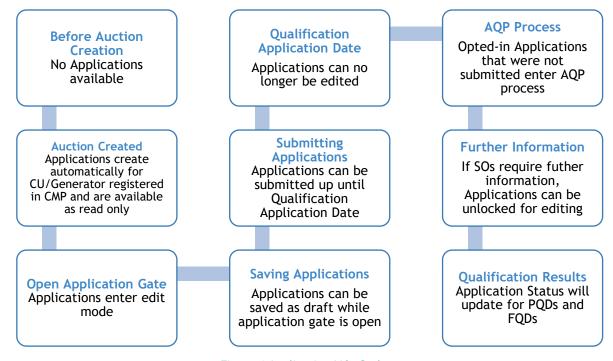


Figure 4 Application Life Cycle

#### 4.2. Introduction

The Application List is an overview of all applications associated with a Party. Once a Capacity Auction is set up in CMP by the System Operators, applications are automatically generated, but not editable until the Open Application Gate process in CMP completes. The time of this process can be seen by navigating to:

Primary Auction > Primary Auction Detail > Process Timing Configuration

When applications automatically generated in the CMP for all Candidate Units/Generators associate with a Party, they default to one of two statuses (Figure 5).

- > Opted-In: Where a Candidate Unit/Generator has a status of Opted-In, it satisfies any of the criteria outlined section E.2.1.1 (a) through (e) of the Capacity Market Code.
- Not Participating: Where a Candidate Unit/Generator has a status of Not Participating, it satisfies any of the criteria outlined section E.2.1.2 (a) through (c) of the Capacity Market Code.

Once the Open Application Gate process completes, all applications become editable.

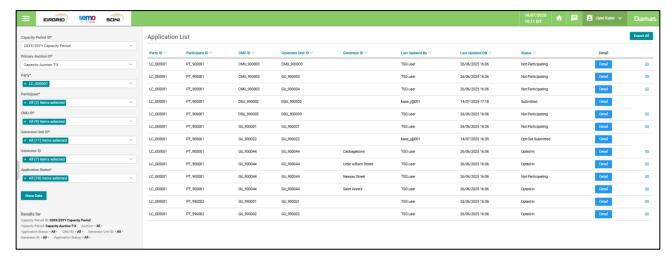


Figure 5 Application List

Heading	Content	
Party ID user is logged in for		
Participant ID	Participant ID as selected from the panel on the left	
CMU ID	CMU ID as selected from the panel on the left	
Generator Unit ID	Generator Unit ID as selected from the panel on the left	
Generator ID	Generator ID as selected from the panel on the left	
Last Updated By User Name from the Party or TSO user if update published (Application status update etc)		
Last Updated On	Time and date Application was last edited	
Status	One of the following statuses will appear:  Opted-In Opted Out Opt-Out Submitted Not Participating Submitted Submitted Submitted Submitted AQP Not Accepted Provisionally Accepted Final Not Accepted Final	
Detail	This will open the application in a new tab in the browser	
3 lines	Following Options will appear:	
≡	<ul> <li>Delete: before Qualification Application Date</li> <li>Opt-Out: Only for applications with a status Opt-In and before Opt-Ou Date</li> </ul>	
Export all  By selecting this, an export is generated of all applications in the curre the application list. It exports all versions of the applications, not just recent.		

Table 1: Application List

## 4.3. Application Detail

When detail is selected from the Application list (blue button), it opens the application for the Candidate Unit/Generator that was selected.

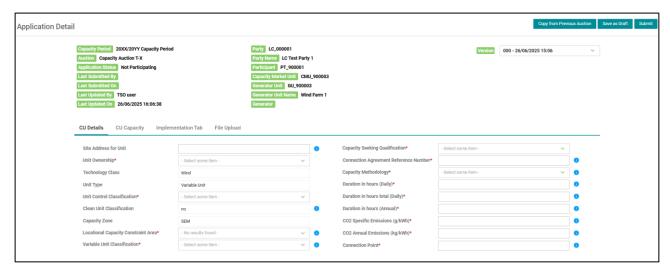


Figure 6 Application Detail

#### 4.3.1. Application Banner Detail

The top banner is a list of prepopulated fields taken from registration data within the CMP. This data will remail on the screen for each tab this is selected, and this information is not editable by a user.

Column Name	Description	
Capacity Period ID	Capacity Period identification of the auction that the application relates to	
Auction ID	Auction identification of the auction that the application relates to	
Application Status	One of the following statuses will appear:  Opted-In Opt-Out Submitted Opted Out Not Participating Submitted Submitted Submitted AQP Accepted Provisional Not Accepted Final Not Accepted Final	
Last Submitted By	Latest user that submitted the application	
Last Submitted On	Latest submission date and time.	
Last Updated By	Latest user who updated the application	
Last Updated On	Date and Time of the last update	
Party ID	Capacity Market Party ID of the party that the application relates to	
Party Name	Party Name of the party that the application relates to	
Participant ID	Capacity Market Participant ID of the participant that the application relates to	

Capacity Market Unit	Capacity Market Unit ID of the CU that this application relates to
Generator Unit	Generator Code of the Generator Unit that this application relates to
Generator Unit Name	Generator Name of the Generator Unit that this application relates to
Generator	Generator Code of the associated AGU that this application relates to

Table 2: Application Detail

#### 4.3.2. Application Banner Functions

There are 4 functions within the Application Banner that a user can select:

Column Name	Description
Copy from Previous Auction	This is an option to copy inputs from a previous Application for Qualification. Once copied, the data can still be edited.
	If no application data for previous auctions are found, the dropdowns are empty.
Save as Draft	This is an option to save application data without submitting the application.  Application status is not changed.
Submit	This is the formal submission of an application for qualification. Once selected, the user can no longer edit the application.
Version	Drop-down list of all versions created under the displayed application. The latest version is selected by default. The content of the tabs is displayed according to the version selected.
	Note: Please ensure the application is saved before selecting a previous version. If changes are not saved; the data entered into the most recent version will be lost.

Table 3: Application Banner Functions

#### 4.3.3. CU Details

This is the first tab to be completed as part of the Application for Qualification. The tab includes both editable fields and prepopulated fields. Some fields are mandatory; these are highlighted in the table below:

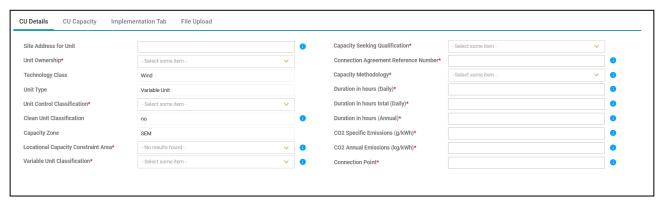


Figure 7 CU Details

Field Name	Field type	Mandatory
Site Address for Unit	This is a free text field, enter site address here	
Unit Ownership	Choice of:  • Owner	Yes
	Intermediary	
Technology Class	Prepopulated based on Registration Data in CMP	
Unit Type	Prepopulated based on Registration Data in CMP	
Unit Control Classification	Choice of:      Controllable      Dispatchable      None	Yes
Clean Unit Classification	Prepopulated based on Registration Data in CMP	
Capacity Zone	Always 'SEM'	
Locational Capacity Constraint Area	Drop down of LCC areas for the auction in which the application relates to	Yes
Variable Unit Classification	Choice of:  • Variable • Non-Variable	Yes
Capacity Seeking Qualification	<ul><li>Choice of</li><li>Existing and New</li><li>Exiting</li><li>New</li></ul>	Yes
Connection Agreement Reference Number	Free text field.  If this field is not relevant to your application,  N/A can be entered.	Yes
Capacity Methodology	Choice of:  DSU Capacity Autoproducer - Registered Capacity Autoproducer - MEC Autoproducer - Participant Defined Other Generator - Registered Capacity Other Generator - MEC Other Generator - Participant Defined	Yes
Duration in hours (Daily)	Number field	Yes
Duration in hours total (Daily)	Number field	Yes
Duration in hours (Annual)	Number field	Yes
CO2 Specific Emissions (g/kWh)	Number field	Yes
CO2 Annual Emissions (kg/kWh)	Number field	Yes
Connection Point	Free text field	Yes

Table 4: CU Detail

#### 4.3.4. CU Capacity

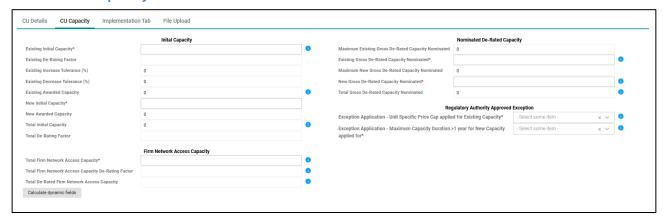


Figure 8 CU Capacity

#### **Initial Capacity**

Field Name	Field type	Mandatory
Existing Initial Capacity (MW)	Number field	If Existing and New or Exiting selected, then yes
Existing De-Rating Factor	Auto populates when calculate dynamic fields selected	
Existing Increase Tolerance (%)	Prepopulated field	
Existing Decrease Tolerance (%)	Prepopulated field	
Existing Awarded Capacity	Prepopulated field from Capacity and Trade Register	
New Initial Capacity (MW)	Number Field	If Existing and New or New selected, then yes
New Awarded Capacity	Prepopulated field from Capacity and Trade Register	
Total Initial Capacity (MW)	Calculation Field based on Existing Initial Capacity and New Initial Capacity	
Total De-Rating Factor	Auto populates when calculate dynamic fields selected	

Table 5: Initial Capacity

#### Firm Network Access Capacity

Field Name	Field type	Mandatory
Total Firm Network Access Capacity	Number field	Yes
Total Firm Network Access Capacity De-Rating Factor	Auto populates when calculate dynamic fields selected	
Total De-Rated Firm Network Access Capacity	Auto populates when calculate dynamic fields selected. System calculated Total De-Rated Firm Network Access Capacity based on data entered into Application for Qualification	

Table 6: Firm Network Access Capacity

#### Nominated De-Rated Capacity

Field Name	Field type	Mandatory
Maximum Existing Gross De-Rated Capacity Nominated	Auto populates when calculate dynamic fields selected. System calculated Maximum Existing Gross De-Rated Capacity Nominated based on data entered into Application for Qualification	
Existing Gross De-Rated Capacity Nominated	Number Field for Participant to nominate Existing Gross De-Rated Capacity	If Existing and New or Exiting selected, then yes
Maximum New Gross De-Rated Capacity Nominated	Auto populates when calculate dynamic fields selected. System calculated Maximum New Gross De-Rated Capacity Nominated based on data entered into Application for Qualification	
New Gross De-Rated Capacity Nominated	Number Field for Participant to nominate Existing Gross De-Rated Capacity	If Existing and New or New selected, then yes
Total Gross De-Rated Capacity Nominated	Calculation Field based on Existing Initial Capacity and New Initial Capacity	

Table 7: Nominated De-Rated Capacity

#### Regulatory Authority Approved Exception

Field Name	Field type	Mandatory
Exception Application - Unit	Choice of:	Yes
Specific Price Cap applied for	• Yes	
Existing Capacity	• No	
Exception Application - Maximum	Choice of:	Yes
Capacity Duration >1 year for	• Yes	
New Capacity applied for	• No	

Table 8: Regulatory Authority Approved Exception

#### 4.3.5. Implementation Tab

The implementation tab will become available when Exiting and New or New is selecting under Capacity Seeking Qualification in the CU details tab.

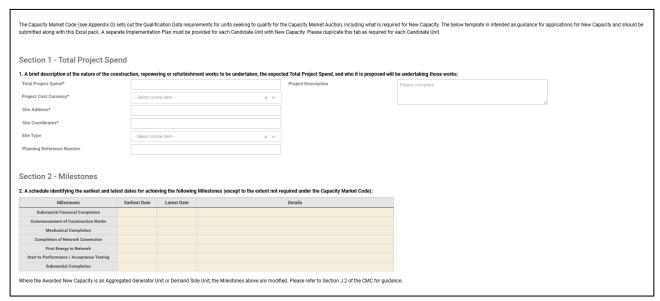


Figure 9 Implementation Tab Sections 1 & 2

#### Section 1 - Total Project Spend

Field name	Field type	Mandatory
Total Project Spend	Currency number field	Yes
Project Cost Currency	Choice of:      GB     EUR	Yes
Site Address	Free text field	Yes
Site Coordinates	Free text field  If this field is not relevant to your application, N/A can be entered.	Yes
Site Type	Choice of:  Brownfield Existing site Greenfield	
Planning Reference Number	Free text field	
Project Description	Free text field	Yes

Table 9: Implementation Tab Total Project Spend

#### Section 2 - Milestones

Each date field is mandatory. If a date is not applicable, enter a date in the past and add a comment into details such as: N/A as per CMC J.2.1.3 (b).

tion 2 - Milestones	est dates for achie	ving the following	Milestones (except to the extent not required under the Capacity Market Code):
Milestones	Earliest Date	Latest Date	Details
Substantial Financial Completion	30/03/2029	30/08/2029	
Commencement of Construction Works	01/01/2000	01/01/2000	N/A as per CMC J.2.1.3 (b)
Mechanical Completion	01/01/2000	01/01/2000	N/A as per CMC J.2.1.3 (d)
Completion of Network Connection	01/01/2000	01/01/2000	N/A as per CMC J.2.1.3 (e)
First Energy to Network	01/01/2000	01/01/2000	N/A as per CMC J.2.1.3 (f)
Start to Performance / Acceptance Testing	01/01/2000	01/01/2000	N/A as per CMC J.2.1.3 (g)
Substantial Completion	30/03/2029	30/08/2029	

Figure 1010 Implementation Tab section 2

11

Milestones	Earliest Date	Latest Date	Details
Substantial Financial Completion	Mandatory Date Field	Mandatory Date Field	Free Text Field
Commencement of Construction Works	Mandatory Date Field	Mandatory Date Field	Free Text Field
Mechanical Completion	Mandatory Date Field	Mandatory Date Field	Free Text Field
Completion of Network Connection	Mandatory Date Field	Mandatory Date Field	Free Text Field
First Energy to Network	Mandatory Date Field	Mandatory Date Field	Free Text Field
Start to Performance / Acceptance Testing	Mandatory Date Field	Mandatory Date Field	Free Text Field
Substantial Completion	Mandatory Date Field	Mandatory Date Field	Free Text Field

Table 10 Implementation Tab Section 2

#### Section 3 - Exception Application

Field name	Field type	Mandatory
Exception Application submitted / to be submitted	Choice of:  • Yes • No	Yes
Nature of Exception Application	Free text field	

Table 11 Implementation Tab Exception Application

#### Section 4 - DSUs Only

- Section 4 will be available if the unit is a DSU only.
- \* Table in section 4b will default to a blank table, new rows will need to be added for each entry.

Tip: A table can be copied from excel into table 4b. Ensure that there are enough rows created in table 4b to capture all rows and columns from the table that data is being copied from.



Figure 1112 Implementation tab Section 4

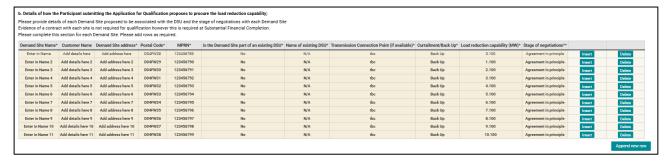


Figure 12 Implementation tab Section 4b

Section	Field Name	Field Type	Mandatory
4a	The Locational Capacity Constraint (LCC) Area in which the load reduction capability will be located, where all the load reduction capability must be in the same Locational Capacity Constraint Area; All Demand Sites associated with the Demand Side Unit must be in a LCC Area for the DSU to be considered in this LCC area.	Free text field	Yes
4c	Details of how the Participant submitting the Application for Qualification proposes to ensure that the load reduction capability is available, including: i. method(s) of achieving load reduction. ii. equipment controlled or installed, or to be controlled or installed.	Free text field	Yes
4d	Details of how the load reduction capability has, or will be, secured by the Participant submitting the Application for Qualification.  Information should be specific to the Demand Sites proposed. Please also include information with regard to commissioning timelines. Please provide details of how the Maximum Down Time of the DSU is expected to be achieved using the Demand Sites specified.	Free text field	Yes

Table 12: Implementation Tab Section 4a, 4c, & 4d

Table 4b
At least one line must be added to this table if the unit is a DSU.

Field Name	Туре	Mandatory
Demand Site Name	Free text field	Yes
Customer Name	Free text field	Yes
Demand Site address	Free text field	Yes
Postal Code	Free text field	Yes
MPRN	Number up to 11 digits	Yes
Is the Demand Site part of an existing DSU	Choice of · Yes · No	Yes
Name of existing DSU	Free text field	Yes
Transmission Connection Point (if available)	Free text field	Yes
Curtailment/Back Up	Choice of Curtailment Back Up	Yes
Load reduction capability (MW)	Number field	Yes
Stage of negotiations	Choice of	Yes
Add Row	Add a new row to the table	
Remove	Remove a row from the table	
Append New Row	Append a new row to the table	

Table 13 Table 4b

#### **Declarations**

Section	Field Name		Field Type	Mandatory
Section 5	I declare that the Implementation Plan is, to the best of my knowledge and belief:	Tick box	Yes	
	a. accurate and based on reasonable assumptions;			
	b. accurately summarises the planned works; and			
	c. is not misleading or deceptive			
Section 6	I declare that the Substantial Completion Milestone enables capacity to be delivered for the start of the Capacity Year		Tick box	Yes
Section 7			Tick box	Yes
	applicable) of that New Capacity or the capacity that such Capacity is permitted to export			

Table 14 Implementation plan declarations

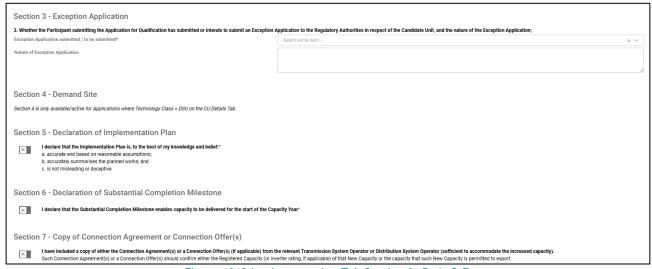


Figure 1313 Implementation Tab Section 3, 5, 6, & 7

#### 4.3.6. File Upload

There is an option to attach multiple documents to an application for qualification, this is done via the file upload tab.

- PDF / XLSX / DOCX documents can be uploaded
- More than 1 file can be uploaded at one point.
- ❖ Maximum number of files is 20
- Maximum size of one document is 15 MB



Figure 144 File Upload

#### Autoproducer Unit

Where the Candidate Unit is an Autoproducer Unit, please upload the following data in a document via the File Upload tab:

- > the Autoproducer Demand Reduction Volume; and
- > evidence to support any non-zero volume identified

## 4.4. Saving application

An application can be saved multiple times. Once an application is saved, an information box will pop up informing the user that the details have been saved successfully.

A warning message will appear if the application cannot save due to incorrect data in a field

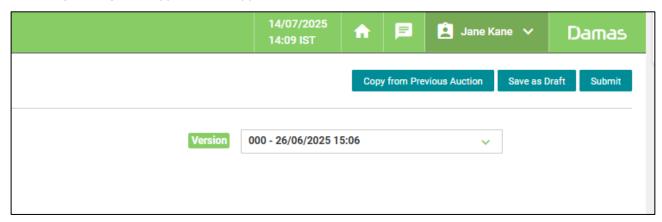


Figure 155 Application Buttons



Figure 166 Information note when application is saved

## 4.5. Deleting an application

Users have the option to delete an application before the Qualification Application Date. The location of the delete option can be seen in the image below.

A warning message will appear asking the user if they are sure they want to delete their application. By clicking Okay, all data in the fields including attachments will be removed.

Deleting an application will not remove it from the application list, it will just delete the information within the application. The application will still be available to view and edit once the Application Gate is open.

In the event that an Application has been deleted and the Qualification Application Gate closes, the following changes will be made:

- If the Application is Not Participating, it will remain at this status and will not be considered for the auction in which the application relates to.
- If the Application is opted-In, it will go through the AQP process, and the status will update to AQP Submitted.



Figure 17 Application deletion



Figure 1718 Information notification when deleting application

## 4.6. Submitting an Application

An Application for Qualification can be submitted by pressing the submit button in the top right-hand corner. Once an application is submitted, it can no longer be edited.

#### 4.6.1. Errors when submitting an application for qualification

Validations take place once the submit button is selected. If a mandatory field is left blank, then a warning message will appear informing the user of the field that needs to be populated.



Figure 19 Information note when submitting application



Figure 180 Error when submitting application

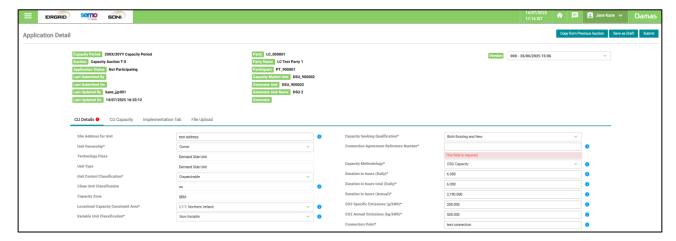


Figure 191 Location of missing fields

#### Implementation Tab Section 2 - Milestones

As mentioned in section 4.1.5, if new and existing, or new is selected, ALL dates are mandatory to populate. If dates are left blank and submit is selected, the error messages as per figure 23 will appear on the screen.

If a field is not relevant to the CU (e.g. DSU or AGU), enter a date in the past and add a note as seen in Figure 24.

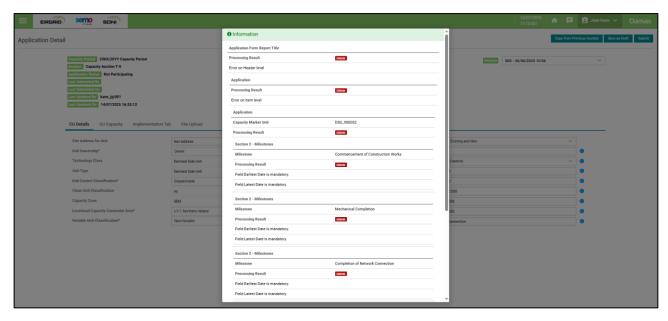


Figure 20 Date error when submitting application

#### 4.6.2. Status change

Once the application is submitted successfully, the status will update to 'submitted'. This can be seen in both the application list and the individual application.

It's important to note that submission is not the last step in the Application for Qualification process. Once all applications are submitted for a relevant party, a confirmation and signature form must be generated, printed, signed and uploaded. Steps on how to do this can be found in section 5 of this user guide.

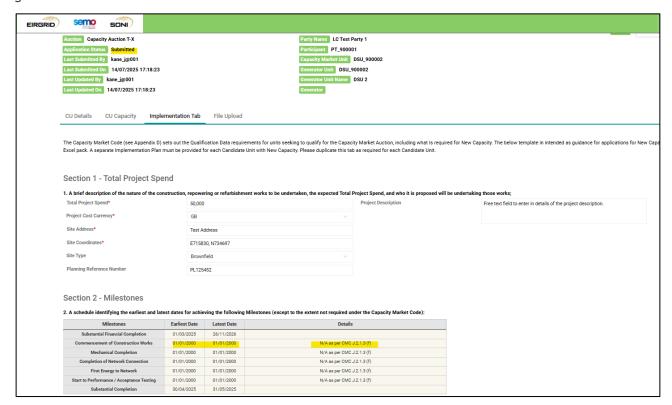


Figure 213 dates that are not applicable

## 4.7. Resubmitting an application

Once an application is submitted, users can no longer edit the application.

If users would like to edit the application before the Qualification Application Date, they should contact the system Operators by emailing <a href="mailto:Capacitymarket@sem-o.com">Capacitymarket@sem-o.com</a>. The System Operators can set the status back to Opted-In, or Not Participating based on a request from a Party Authorised User (PAU).

Please note once an application is unlocked, it is the user's responsibility to ensure the resubmission of the Application. In the event that an application is not resubmitted at Qualification Application Date, the following changes will be made:

- If the Application is Not Participating, it will remain at this status and can no longer be edited
- If the Application is opted-In, it will go through the AQP process

Once an application is edited after submission, it is important that a confirmation and signature form is regenerated, signed and uploaded. Steps on how to do this can be found in section 5 of this user guide.

The System Operators may seek clarification during their assessments of Applications for Qualification. If this is the case, the System Operators will reach out to PAUs with details of the clarifications, including any further information required. If further information is required, the relevant tabs will be unlocked for editing and the PAUs will be informed of this.

## 4.8. Opting out

If a user wishes to submit an Opt-Out notification for a CU, an Opt-Out notification form must be completed, signed and uploaded to the CMP. The Opt-Out form can be found on the SEMO website.

The deadline to submit an Opt-Out Notification form is indicated in the relevant Capacity Auction Timetable. Once this date has passed, there will no longer be an option to submit an Opt-Out Notification form in CMP.

To upload this form, select the CU the Opt-Out form relates to, click the 3 lines to the right-hand side and select Opt-Out. A new window will pop up giving the user the option to upload the form. The form must be in pdf format.

Once an Opt-Out form is submitted, the status of the application will change from Opt-in to Opt-out submitted and the user can no longer make edits to the application.

The system operators will review the form submitted:

- If the Opt-Out is accepted, the status will be updated to Opt-Out.
- ❖ If the opt-out is not accepted as per section E.3.1.4 of the Capacity market Code, the status will be changed back to Opted-In and an email will issue to the PAU with further information.

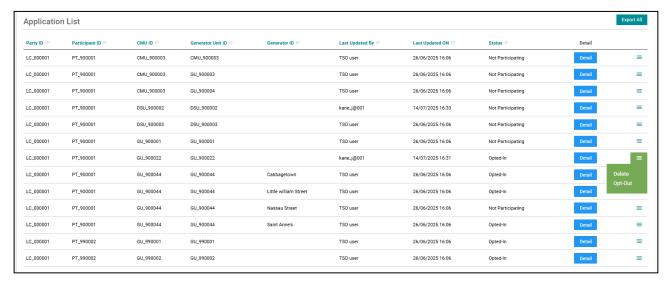


Figure 24 Opt-Out location

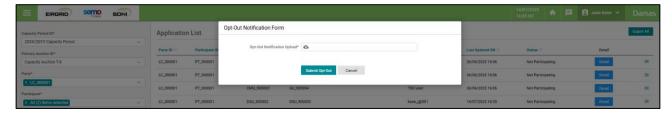


Figure 25 Upload Opt-out form



Figure 226 Upload confirmation of opt-out form



Figure 27 Opt-Out Submitted

## 4.9. Alternative Qualification Process

Where a Candidate unit has a status of **Opted-In**, it satisfies any of the criteria outlined section E.2.1.1 (a) through (e) of the Capacity Market Code.

- As per section E.7.8 of the Capacity Market Code, if an Application for Qualification with a status of Opted-In is not submitted but the Qualification Application Date, the application will be submitted via the Alternative Qualification Process.
- Once the Alternative qualification Process completes in the CMP, the status of the application will change from Opted-in to Submitted AQP.
- The below fields will be populated based with information already stored in CMP:

Tab	Field Name
CU Capacity - Total Firm Network Access Capacity	Minimum Firm Transmission Capacity
CU Capacity - New Initial Capacity	New Initial Capacity
CU Capacity - New Gross De-Rated Capacity Nominated	New Nominated De-Rated Capacity
CU Capacity - Existing Initial Capacity	Existing Initial Capacity
CU Capacity - Existing Gross De-Rated Capacity Nominated	Existing Nominated De-Rated Capacity
CU Detail - Duration in Hours (Daily)	Full Load Hours Existing
CU Detail - Duration in Hours Total (Daily)	Full Load Hours Total

Table 15 AQP fields

## 4.10. Qualification results

When Provisional Qualification Results and Final Qualification Results are published in the CMP as per the relevant Capacity Auction Timetable, the status of an Application for Qualification will update as below:

Results	Options
Provisional Qualification Results	* Accepted Provisionally
	Not Accepted Provisionally Not Provisionation
	Not Participating
Final Qualification Results	❖ Accepted Final
	Not Accepted Final
	Not Participating

Table 16 Status updates for Qualification Results

Please note that qualification results will still be visible via the Reports Module.

## 5. Confirmation and signature

#### 5.1.1. Confirmation and signature form by Party

Confirmation and Signature forms are generated in the confirmation and signature section in the CMP. Confirmation and signature forms are generated by Party.

The following columns can be found in the confirmation and signature page:

Column Name	Contents
Party ID	Party User is assigned
Document	Link to the C&S form uploaded
Uploaded By	User who uploaded the C&S form
Uploaded On	Date C&S form was uploaded
Last Submitted On	Last submission of an Application for Qualification linked to the Party
C&S Flag	Warning message when <b>Last Submitted on</b> is later than <b>uploaded on</b>

Table 17 Confirmation and Signature fields

## 5.2. Generating confirmation and signature form

Once all applications that users wish to submit are submitted, a form can be generated by selecting the generate button in the top right-hand corner of the confirmation and signature tab for the relevant auction.

An information window will pop up on the screen confirming that the form has been generated.

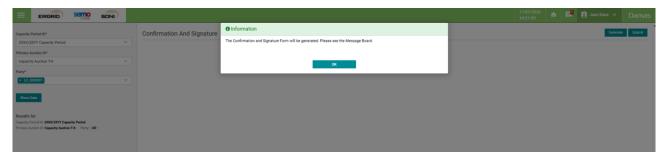


Figure 28 Confirmation and Signature generation

## 5.3. Downloading confirmation and signature form

Once the Confirmation and Signature form has been generated, this will be available to download in the message board. A red notification will appear on the message board icon indicating this new message.

Select the download button, and this file will download in PDF format.

The file will be given a name in the following format: Party ID\_Confirmation and Signature\_v001.pdf

This form includes a generated table with details taken from applications with a status of submitted. The form also contains a number of checklist items, confirmations and a signature section. An example of the full contents of the Confirmation and signature form can be found in appendix A.



Figure 29 Confirmation and Signature download

## 5.4. Uploading confirmation and signature form

Once the form is signed it can be submitted to the confirmation and signature section of the CMP by selecting the Submit button at the top right-hand corner of the page for the relevant auction.

An upload box will appear where a pdf document can be uploaded. If a file that is not in pdf format is selected, the file cannot be uploaded.

Once uploaded, an information box will appear confirming the upload was successful.



Figure 230 Confirmation and Signature upload



Figure 241 Confirmation and signature information message

The file will then be visible and viewable in the confirmation and signature page.



Figure 252 Confirmation and signature form location

#### 5.4.1. Confirmation and Signature by Participant

If separate Confirmation and Signature forms need to be submitted by a Participant, this can be done by completing the manual confirmation and signature form found on the SEMO website and uploading each form individually. Each confirmation and signature form will have the same name, but the version at the end will go up in increments.

## 5.5. Resubmission of Confirmation and Signature form

There may be situations where updates are required to an application after a confirmation and signature form had been uploaded.

If updates are made to an application after a confirmation and signature form has been uploaded for a specific auction, a warning message will appear beside the last submitted on column in the confirmation and signature page.

This warning message appears when Last Submitted Date is later than the Uploaded On date.



Figure 26 Confirmation and Signature warning

If this warning message occurs, a confirmation and signature form will need to be regenerated, downloaded, signed and uploaded again by a user. Users will see all confirmation and signature forms submitted.



Figure 274 Confirmation and signature version history

In the event that a Confirmation and Signature form needs to be regenerated and uploaded after Provisional Qualification Results are published, the automatically generated table will also include CUs with the status Accepted Provisionally and Not Accepted Provisionally.

# 6. Appendix A

## Confirmation and Signature

This form labelled "Confirmation and Signature" must be printed and signed by a lawfully appointed director of the Party. Once signed, the document must be scanned and uploaded to the Confirmation and Signature section of the Capacity market Platform. Confirmation and Signature forms should be returned no later than the Qualification Application Date stated in the Capacity Auction Timetable.

- Full details of the application requirements are provided in the "Capacity Market Qualification Data Guide" and the Capacity Market Code Agreed Procedure 3 "Qualification and Auction Process". Both can be found on the SEMO website.
- Not all forms or supporting information may be relevant to all Candidate Unit or Combined Candidate Unit qualifications. Details
  of the relevancy of documentation are provided in the checklist below.
- Please use this checklist to ensure you have submitted all the required documentation with your Candidate Unit or Combined Candidate Unit qualification application.

## Summary

Capacity Year 20XX/20YY Capacity Period

Capacity Auction Capacity Auction T-X

Party ID LC\_000001
Party Name LC\_000001

#	Participant ID	CMU ID	Candidate Unit ID	Gross De-Rated Capacity (Existing) Nominated	Gross DeRated Capacity (New) Nominated	Application status
1	PT_900001	DSU_900002	DSU_900002	12.400	5.000	Submitted
2	PT_900001	DSU_900003	DSU_900003		11.000	Submitted

Figure 285 Confirmation and signature page 1

## Checklists

CMP location	Relevance	Submission Format	Please tick
Capacity Market - Unit Qualification	Required	CMP - Application Form	
Capacity Market - Unit Qualification Application	Required unless Opt-out submitted	CMP - Application Form	
Data Form			
CU Detail			
CU Capacity			
Capacity Market - Opt Out Notification	Only for Existing Capacity that is required to participate in accordance with CMC E.2.1.1 but does not wish to for reasons set out in CMC E.3.1.1.	Signed, scanned and uploaded to CMP by the Opt Out Notification date detailed in the Capacity Auction timetable. See user guide for instructions.	
Implementation Plan	Required for New Capacity only	CMP - IP form	
Confirmation and Signature	Required	This form must be printed, signed uploaded to Confirmation and Signature section in CMP	

Supporting Documents	Relevance	Submission Format	Please tick
Capacity Market - Unit Qualification Fee	Not required	Electronic Funds Transfer to SEM Bank	
Exception Application - Unit Specific Price Application	Optional	Submitted to RAs. Dependent on RA requirements	
Exception Application - Maximum Duration > 1 Year for New Capacity	Optional	Submitted to RAs. Dependent on RA requirements	
Evidence of Connection	Required for New Capacity only	Scanned copy uploaded to "Other Documents"	
Evidence of Aggregation Generation Unit	Required for AGU Existing Capacity only	Please refer to Section E 7.4 CMC for requirements. Scanned copy uploaded to "Other Documents"	
Confirmation of Allocation of Maximum Export Capacity for Shared Connection Point	Required for Shared Connection Point - (not applicable for DSU)	Scanned copy uploaded to "Other Documents"	
Emissions calculations for the purposes of assessing compliance with CO2 Limits.	Required	PDF document uploaded to "Other Documents"	
Other environmental limits	Required where Duration in hours (Annual) is less than 8760 hours	PDF document uploaded to "Other Documents"	

Figure 296 Confirmation and signature page 2

Confirmations				
	I understand that a separate qualification application is required for each Capacity Auction and that this application only covers the registering and qualification for this particular Capacity Auction, as described in Application Details.			
	I understand that in order to meet obligations under the Capacity Market Code I will need to have completed the registration of a Candidate Unit in the Balancing Market before the start of any Capacity Year for which the Party has been Awarded Capacity.			
		confirm that the relevant qualification data forms or Opt-Out Notification forms have been completed and will accompany this qualification form.		
	I confirm that the required evidence as defined in the Capacity Market Code has been provided to substantiate the qualification application.			
		onfirm in respect of Existing Capacity that all necessary consents required (including Planning Permission and Landowner insents) are currently in place to continue to operate throughout the Capacity Year.		
		confirm on behalf of the Party that, having made due and careful enquiry and to the best of my knowledge, information and belief:		
	a)	the Application for 0 the Party or any of i	Qualification is not for the purposes of, or in any way connected with, Market Manipulation by ts Associates;	
	b)	the Party is not subj	ect to an Insolvency Event;	
	c)	c) the Party has a good-faith intention to offer the capacity to be Qualified into the relevant Capacity Auction, that none of the capacity proposed to be offered relates to; by way of a prior Capacity Auction or Secondary Trading Auction, existing Awarded Capacity (and that the Participant will not seek awarded capacity for that capacity prior to accepting results of the Capacity Auction) for any period during the Capacity Year;		
	<ul> <li>all information in the Application for Qualification and any other information provided to the Regulatory Authorities and the System Operators in relation to it is true correct;</li> </ul>			
	e)	e) the Party has not, and none of its Associates have, engaged or will engage in bribery or has offered or will offer any inducement in regard to the process; and,		
	f) the Party has taken appropriate steps to ensure appropriate management of Confidential Information.			
Sig	nat	ure		
This form must be signed by a lawfully appointed director of the Party.  This signature applies to all included forms and sufficient and submissions listed above.				
• Th	is signa	iture applies to all inc	cluded forms and confirmations, and submissions listed above.	
Director Name (please print) Signature				
Date				

Figure 307 Confirmation and signature page 3