



Supplemental Availability Designation User Interface User Guide

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Important Notice

- This user guide is being provided as a service to facilitate participation in the Supplemental Availability Designation option for the Forward Capacity Market (FCM). ISO New England's (ISO-NE) administration of FCM is governed by the Transmission, Markets and Services Tariff (the "Tariff") as filed with the Federal Energy Regulatory Commission. ISO-NE endeavors to ensure that the information in this user guide is accurate, but in the event of any inconsistency between this User Guide and the Tariff, the Tariff shall govern. Furthermore, this user guide does not address all of the issues and requirements associated with participation in the FCM or the Supplemental Availability Designation option in FCM. For these reasons, it is important that any party participating in the Forward Capacity Market carefully reviews and understands the relevant portions of the Tariff.
- All capitalized terms used but not defined in the user guide shall have the meaning given to those terms in the Tariff.
- Recommendations and suggestions made in this user guide do not constitute advice to the users and may not be relied upon by the users.
- Readers of this user guide are responsible for assessing the reliability and relevance of information provided in this document and/or in the Supplemental Availability Designation Application.

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Preface

Purpose

This user guide describes the functionality and structure the Supplemental Availability Designation application and interface from the perspective of the end user. In most instances, Web page screen views have been used to illustrate the explanations and all company information viewed is to be considered fictitious and not real.

Assumptions

An assumption has been made that the reader is familiar with using Web-based applications and Web-browser navigation. The reader should have a comprehensive understanding of the Tariff, the ISO-NE Market Rule, Manuals and other governing documents in order to properly use this user guide.

Change Summary

Revision	Date	Comments
Version 1.0	May 3, 2010	Initial release

Introduction

A resource with seasonal Capacity Network Resource Capability (CNRC) (summer or winter depending on the designation month) and Capacity Supply Obligation (CSO) for all the calendar days within the designated duration may be designated as a Supplemental Capacity Resource by its Lead Market Participant. Once designated, the Lead Market Participant may use the resource to enter into a Supplemental Availability Bilateral contract in which the designated resource supplements another resource during a Shortage Event. The Market Rules state that the duration of the Supplemental Capacity Resource designation shall be no less than one Operating Day and no greater than one calendar month. The Market Rules require that a resource that has been designated as a Supplemental Capacity Resource have a valid Day-Ahead Market and Balancing Market offer for each day indicated in the designation.

Supplemental Availability Bilateral Contracts

A resource's availability score during a Shortage Event may be supplemented by entering into a Supplemental Availability Bilateral contract with a Lead Market Participant who has designated capacity from their resource for the specified dates.

Supplemental Availability Designation Application (SADA)

The SADA provides the user with the ability to view, submit or terminate capacity from resources designated as available for Supplemental Availability Bilateral contracts. Users can request one of two types of access to the SADA. External Viewer access allows a user to view their resources that are available for Supplemental Availability Bilateral contracts. External Maintainer access allows the user to manage (submit, update or delete) their resources in the system. The submission window for entering a Supplemental Availability Designation for a resource opens on the first day of the month prior to the Operating Day and closes at the submission deadline for Supply Offers in the Day-Ahead Energy Market for the Operating Day.

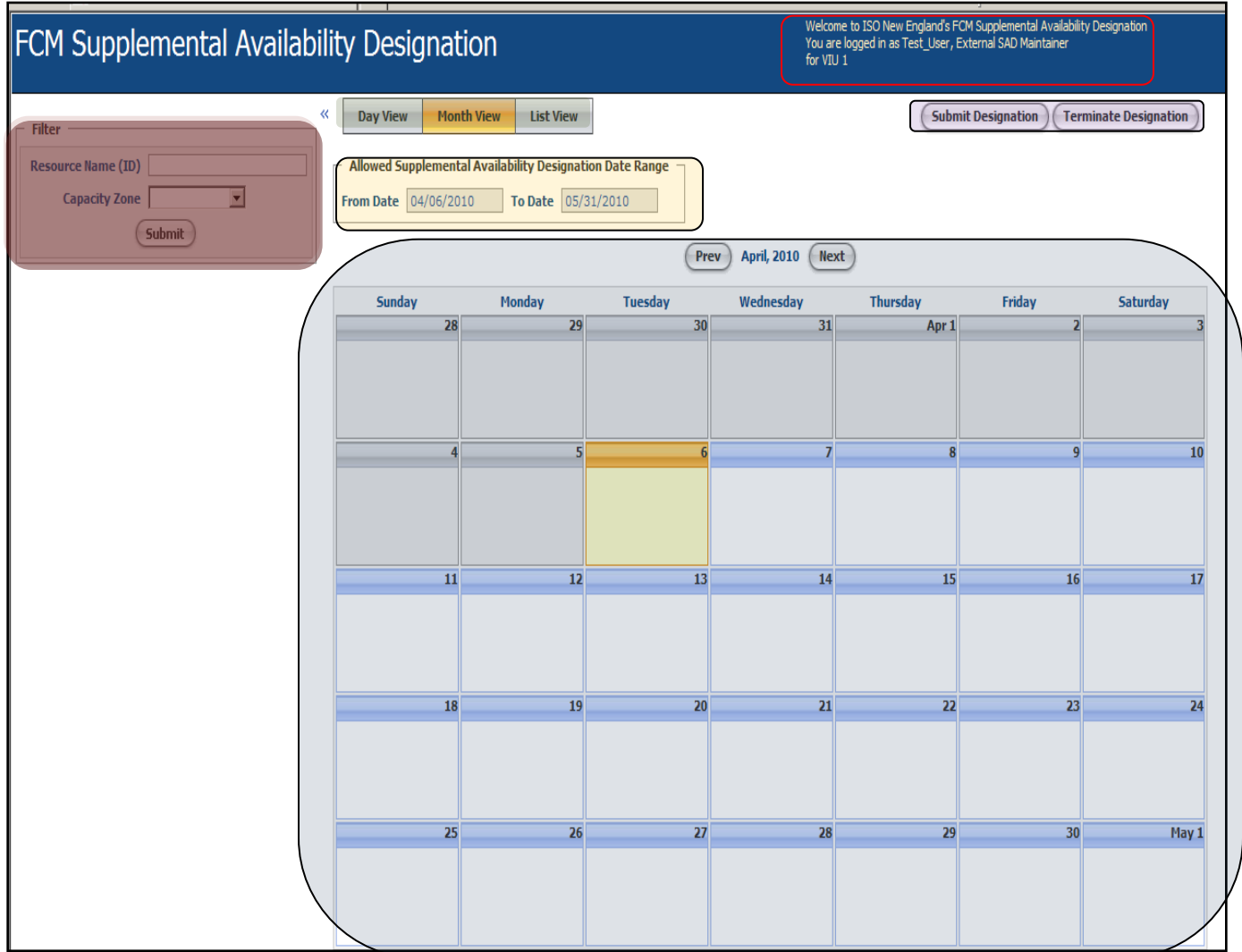
User Access

The two roles available to access the SADA are Viewer and Maintainer. The Maintainer role allows the user to submit the capacity to be used in a Supplemental Availability Designation. The Security Administrator (SA) applies for access for users on behalf of the company. The SA is able to request access through the Customer and Asset Management System (CAMS). The Application title is FCM Supplemental Availability Designation and the roles are either External Viewer or External Maintainer

Figure 1: SMD Application Applications Home Page



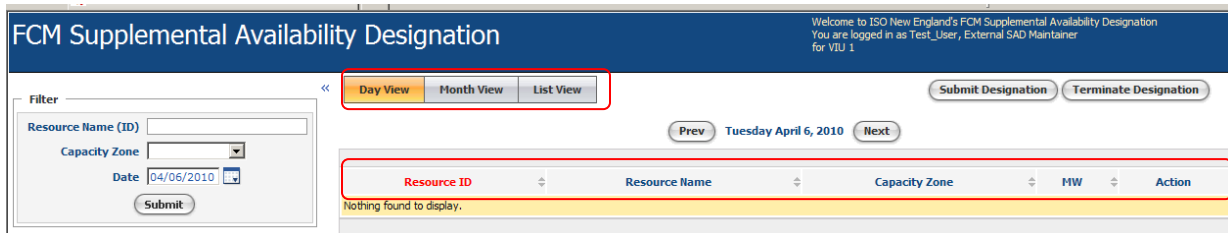
Figure 2: FCM Supplemental Availability Designation Application (Month View)



The FCM Supplemental Availability Designation Application has 3 views available to the user. The views are either by day, month or a list. The user can select the specific view tab to display the specific view. The application distinguishes the view by displaying the specific view in orange. The application defaults to the Month View as shown in Figure 2 above. Each view contains the following:

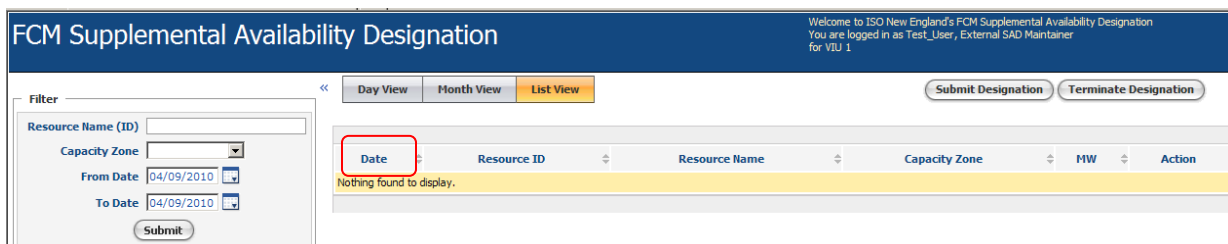
- Heading** – displays the user name and company based on the digital certificate selected at log in.
- Filter** – allows the user to filter the view by a specific resource. Resources can be filtered by Resource Name or ID and Capacity Zone in the Month View
- Date Range** – displays the allowable date range for a user to designate a resource as available for the Supplemental Availability Bilateral contract (available in monthly only)
- Submit/Terminate Designation buttons** – navigates the user to either the Submit screen or the Terminate screen. The buttons are only available if the user has External Maintainer access.
- Calendar** – displays the resources and capacity values for resources designated within the displayed time frame. In this case April 2010. The first available day for designation is displayed in yellow. The user can change the month being displayed by clicking on either the previous or next button.

Figure 3: FCM Supplemental Availability Designation Application (Day View)



The **Day View** shown in Figure 3 above, displays the filtered resources (by resource, date or Capacity Zone) that are available to be used in a Supplemental Availability Bilateral contract. The information displayed for the resource includes Resource ID and Name, the Capacity Zone where the resource is located, and the MW amount of the designated capacity. The Action column displays an Update or Terminate button when there is a resource available for the specified period. The filter in the Day View allows the user to choose a specific date

Figure 4: FCM Supplemental Availability Designation Application (List View)



The **List View** shown in Figure 4 above, provides the same view as the Day View, however the user can specify a date range to be displayed within the filter feature.

Figure 5: Available filter types

5 List Filter (Resource, Capacity Zone Date)

5A List Filter (Resource)

Filter

Resource Name (ID)

Capacity Zone

From Date 04/09/2010

To Date 04/09/2010

Submit

Filter

Resource Name (ID) G

Capacity Zone GEN RESOURCE 40000 (40000)

From Date GEN RESOURCE 50000 (50000)

To Date GEN RESOURCE 60000 (60000)

GEN RESOURCE 70000 (70000)

GEN RESOURCE 80000 (80000)

GEN RESOURCE 90000 (90000)

5B List Filter (Capacity Zone)

5C List Filter (Date)

Filter

Resource Name (ID)

Capacity Zone

From Date Connecticut

To Date Maine

NEMA/Boston

Rest-of-Pool

Submit

Filter

Resource Name (ID)

Capacity Zone

From Date 04/09/2010

To Date

April						
S	M	T	W	T	F	S
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	1
2	3	4	5	6	7	8

2009 2010 2011

The filter feature provides several options for the user to view resources. The List View contains the most options. Each specific option has its own selection process as follows:

- **Resource Name (ID)** – is the most precise method for filtering. It allows the users to filter for a specific resource by typing in the resource name or resource identification number. The user can select the specific resource by clicking on the resource within the automated drop-down as displayed in Figure 5A.
- **Capacity Zone** – allows the user to view all resources designated as available for a Supplemental Availability Bilateral contract within the specified Capacity Zone as displayed in Figure 5B. The list of Capacity Zones are accessed by clicking on the drop down arrow and then clicking on specific Capacity Zone
- **Date** – The date filter within the list and monthly views are selected within a range. Click on the calendar icon and the current month displays. The user can change the month by clicking on the up or down triangles located on either side of the name of the month (April in this case) or the year by clicking on the

specific year listed at the bottom of the calendar (2009, 2010, or 2011 are available in this case).

Supplemental Submittal Process

Figure 6: FCM Supplemental Availability Designation Application (Month View)

FCM Supplemental Availability Designation

Welcome to ISO New England's FCM Supplemental Availability Designation
You are logged in as Test_User, External SAD Maintainer
for VIU 1

Day View Month View List View

Submit Designation Terminate Designation

Filter

Resource Name (ID)

Capacity Zone

Submit

Allowed Supplemental Availability Designation Date Range

From Date 04/06/2010 To Date 05/31/2010

Prev April, 2010 Next

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	Apr 1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	May 1

Step 1: Click on the **Submit Designation** button to navigate to the FCM Supplemental Availability Submittal Screen.

Figure 7: FCM Supplemental Availability Submittal Screen

The screenshot displays the 'FCM Supplemental Availability Submittal' screen. At the top, a blue header contains the title 'FCM Supplemental Availability Designation' on the left and a welcome message on the right: 'Welcome to ISO New England's FCM Supplemental Availability Designation. You are logged in as Test_User, External SAD Maintainer for VDU 1'. Below the header, the main content area is titled 'FCM Supplemental Availability Submittal'. On the right side of this area is a 'Cancel' button. The central form contains several input fields: 'Resource Name (ID)*' (a text box), 'Designations' (a large text area), 'From Date*' (a date picker showing 04/06/2010), 'To Date*' (a date picker showing 04/06/2010), 'Capacity Zone' (a text box), 'Designation MW*' (a text box), and a large 'Comments' text area. At the bottom center of the form is a 'Submit' button.

Step 2: The Supplemental Availability Submittal Screen is the main functionality screen in the SADA. The following fields are required to be completed in order to successfully submit a resource to be designated as available to be used in a Supplemental Availability Bilateral contract.

- **Resource Name (ID)** – the user can enter either the resource name or ID. A drop down box automatically displays (see Figure 8). Click on the specific resource from the list.
- **Designations** – upon selecting the resource, the Designations section displays (see Figure 9) containing the months available to designate the resource. Any previously designated days for the resource displays at this time as well.
- **From and To Date** – A From and To Date is required for a successful submission. The user can select the dates by clicking on the calendar icon to the right of the date fields (see Figure 10).
- **Capacity Zone** – The Capacity Zone automatically populates once the resource is selected.
- **Designation Capacity** – The user must enter the MW of capacity to be designated as available to be used in a Supplemental Availability Bilateral contract (see Figure 11).
- **Comments** – a user can enter comments regarding this specific designation for this resource. There is a maximum limit of 4000 characters in this field.

- **Cancel** – Select the Cancel button to cancel the designation
- **Submit** – select the Submit button to submit the designation

Figure 8: Resource Name and ID field

The user can type either the resource name or ID in order for the Resource box to display. It will only display the resources for which the user is the Lead Market Participant. Click on the specific resource to select. The resource is highlighted in yellow when the cursor is over the resource's identification information. In this example the cursor was over Gen Resource 70000. This resource is being selected for use throughout this example.

Figure 9: Designations field

FCM Supplemental Availability Designation
Welcome to ISO New England's FCM Supplemental Availability Designation
You are logged in as Test_User, External SAD Maintainer
for VIU 1

FCM Supplemental Availability Submittal Cancel

Resource Name (ID)*

Designations

April, 2010							May, 2010						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	Apr 1	2	3	25	26	27	28	29	30	May 1
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
10.000	25	26	27	28	29	30	23	24	25	26	27	28	29
May 1							30	31	Jun 1	2	3	4	5

From Date*

To Date*

Capacity Zone

Designation MW*

Comments

Once the resource is selected, the months currently available to designate a resource's capacity for a Supplemental Availability Bilateral contract are displayed. This example shows that Gen Resource 70000 currently has 10 MWs of capacity designated as available to be used in a Supplemental Availability Bilateral contract. The user has the option to either submit capacity from this resource for other days or click on the hypertext 10.000 to access the Update or Terminate screen.

Figure 10: From and To Date

FCM Supplemental Availability Designation

Welcome to ISO New England's FCM Supplemental Availability Designation
 You are logged in as Test_User, External SAD Maintainer
 for VU 1

FCM Supplemental Availability Submittal Cancel

Resource Name (ID)*

Designations

April, 2010							May, 2010						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	Apr 1	2	3	25	26	27	28	29	30	May 1
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30	May 1	23	24	25	26	27	28	29
							30	31	Jun 1	2	3	4	5

From Date*

To Date*

Capacity Zone

Designation MW*

Comments

Once the user clicks on the calendar icon to the right of the date field, the available dates are displayed in a calendar format. The user can either select a date within the displayed month or hit the down triangle located next to the name of the month to access the following month. May 9, 2010 – May 15, 2010 are used for this example.

Figure 11: Designation of Capacity MW

The screenshot shows the 'FCM Supplemental Availability Designation' application interface. At the top, there is a blue header with the text 'FCM Supplemental Availability Designation' and a welcome message: 'Welcome to ISO New England's FCM Supplemental Availability Designation. You are logged in as Test_User, External SAD Maintainer for VU 1'. Below the header, the main content area is titled 'FCM Supplemental Availability Submittal' and contains a 'Cancel' button in the top right corner.

The form itself is titled 'Designations' and features a 'Resource Name (ID)*' field with the value 'GEN RESOURCE 70000 (70000)'. Below this is a calendar grid for April and May 2010. The 'From Date*' is set to '05/09/2010' and the 'To Date*' is '05/15/2010'. The 'Capacity Zone' is set to 'Rest-of-Pool'. The 'Designation MW*' field contains the value '10'. A 'Comments' text area is located below the MW field. A red box highlights the 'Submit' button at the bottom of the form.

The MW of capacity designated cannot exceed the minimum difference of the resource's seasonal CNRC (summer or winter depending on the designation month) and the CSO for all the calendar days within the Designated Duration (**10 MW** of capacity in this example). Comments are allowed but not required. Select the **Submit** button to submit the designation.

Figure 12: Successfully Submitted Designation

The screenshot shows the 'FCM Supplemental Availability Designation' application interface after a successful submission. A green message box at the top displays the text: 'Successfully submitted Supplemental Availability Designations for GEN RESOURCE 70000 (70000) from 05/09/2010 to 05/15/2010'. Below the message are 'Day View', 'Month View', and 'List View' buttons, along with 'Submit Designation' and 'Terminate Designation' buttons.

A table below the message shows the submitted designations. The table has 7 columns: Date, Resource ID, Resource Name, Capacity Zone, MW, and Action. The data is as follows:

Date	Resource ID	Resource Name	Capacity Zone	MW	Action
05/09/2010	70000	GEN RESOURCE 70000	Rest-of-Pool	10.000	Update Terminate
05/10/2010	70000	GEN RESOURCE 70000	Rest-of-Pool	10.000	Update Terminate
05/11/2010	70000	GEN RESOURCE 70000	Rest-of-Pool	10.000	Update Terminate
05/12/2010	70000	GEN RESOURCE 70000	Rest-of-Pool	10.000	Update Terminate
05/13/2010	70000	GEN RESOURCE 70000	Rest-of-Pool	10.000	Update Terminate
05/14/2010	70000	GEN RESOURCE 70000	Rest-of-Pool	10.000	Update Terminate
05/15/2010	70000	GEN RESOURCE 70000	Rest-of-Pool	10.000	Update Terminate

At the bottom of the table, it says '7 items found, displaying all items.' and 'Export to: CSV'.

A **GREEN** success message displays when the designation has been successfully completed.

Terminating a Resource Designation

A user with External Maintainer access can remove the resource's available capacity by utilizing the terminate functionality in the SADA.

Figure 13: Monthly View

Step 1: It is recommended to click on the hypertext [\[70000\] 10.000](#) within the calendar to begin the designation termination process, however the process can also begin by clicking on the [Terminate Designation](#) button.

Figure 14: Day View

Resource ID	Resource Name	Capacity Zone	MW	Action
70000	GEN RESOURCE 70000	Rest-of-Pool	10.000	Update Terminate
90000	GEN RESOURCE 90000	Rest-of-Pool	1.000	Update Terminate

Step 2: Click on the **Terminate** button for the specific resource in order to begin the termination process. The application navigates to the FCM Supplemental Availability Termination screen. A user can also update the designation by clicking on the **Update** button.

Figure 15: FCM Supplemental Availability Termination

Step 3: Select **From/To** Dates and click on **Submit** button. Before submitting, the user can select the **Cancel** button to cancel the termination process.

Figure 16: Termination of Supplemental Availability Designation Success Message

Upon successfully completing the termination of the Supplemental Availability Designation, a **GREEN** success message box is displayed.

Error Messages

The application contains controls that will not allow a user to submit a Supplemental Availability Designation and also provides Error messages in a **RED** text box to explain the error created by the submittal. Listed in Figures 17 and 18 are examples of these errors. Users can click on the **Cancel** button to access the original screen in order to correct the error and resubmit.

Figure 17: Date Error Message

The screenshot displays the 'FCM Supplemental Availability Designation' application interface. At the top right, a blue header contains the text: 'Welcome to ISO New England's FCM Supplemental Availability Designation. You are logged in as Test_User, External SAD Maintainer for VIU 1'. Below the header, the page title is 'FCM Supplemental Availability Submittal'. A red error message box is visible, containing the following text:

- To Date must be greater than From Date
- Date range must be within the same month

The main form area includes a 'Resource Name (ID)*' field with the value 'GEN RESOURCE 70000 (70000)'. Below this is a 'Designations' section with two calendar grids for 'April, 2010' and 'May, 2010'. The 'From Date*' is set to '05/31/2010' and the 'To Date*' is set to '04/18/2010', both fields are circled in red. Other fields include 'Capacity Zone' (Rest-of-Pool), 'Designation MW*' (1.000), and a 'Comments' text area. A 'Submit' button is located at the bottom of the form.

The From Date must be prior to the To Date

Figure 18: Missing Designated MW

Welcome to ISO New England's FCM Supplemental Availability Designation
You are logged in as Test_User, External SAD Maintainer
for VIU 1

FCM Supplemental Availability Submittal Cancel

Error

- Designation MW is required

Resource Name (ID)* GEN RESOURCE 70000 (70000)

Designations

April, 2010							May, 2010						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	Apr 1	2	3	25	26	27	28	29	30	May 1
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	10.000	10.000	10.000	10.000	10.000	10.000	10.000
25	26	27	28	29	30	May 1	16	17	18	19	20	21	22
							23	24	25	26	27	28	29
							30	31	Jun 1	2	3	4	5

From Date* 04/18/2010

To Date* 04/24/2010

Capacity Zone Rest-of-Pool

Designation MW*

Comments

Submit

Designated MW of capacity is required in order to successfully submit a Supplemental Availability Designation

Figure 19: Designated Capacity MW Error

Welcome to ISO New England's FCM Supplemental Availability Designation
You are logged in as Test_User, External SAD Maintainer
for VIU 1

FCM Supplemental Availability Designation

FCM Supplemental Availability Submittal Cancel

Error

- Designation MW exceeds the minimum difference of the CNRC and the CSO for all calendar days within the Designation Duration

Resource Name (ID)*

Designations

April, 2010							May, 2010						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	Apr 1	2	3	25	26	27	28	29	30	May 1
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	10.000	10.000	10.000	10.000	10.000	10.000	10.000
25	26	27	28	29	30	May 1	16	17	18	19	20	21	22
							23	24	25	26	27	28	29
							30	31	Jun 1	2	3	4	5

From Date*

To Date*

Capacity Zone

Designation MW*

Comments

The MW of capacity designated must be less than the minimum difference between the resource's CNRC MW and the CSO for all the calendar days within the designated duration.