



WREGIS Operating Rules

October 2022



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Overview

1. Functional Requirements

The Operating Rules describe the operations of the Western Renewable Energy Generation Information System (WREGIS). The current functionality will override any conflict that arises between the WREGIS Operating Rules and the current system functionality.

2. Amendments to the Operating Rules and Adoption of New Operating Rules

Any non-urgent changes may become effective on the first day of the month immediately following their adoption, or on a specified date after a minimum 60 days from the date of written notice to Customers. Urgent changes will become effective 15 days from the date of written notice to Customers.

No changes to these Operating Rules should be inconsistent with the WREGIS Terms of Use or the current system functionality. To the extent that the current functionality is inconsistent with the WREGIS Terms of Use or these Operating Rules, then the current functionality will override.

3. Dispute Resolution

Any dispute between the WREGIS Administrator and a Customer arising from these WREGIS Operating Rules will be subject to the dispute resolution procedures set forth in the WREGIS Terms of Use.



1. Introduction

The Western Renewable Energy Generation Information System (WREGIS) is an independent, renewable energy generation tracking system for the Western Interconnection. WREGIS tracks the renewable and environmental attributes associated with renewable energy and has been tracking generation in the Western Interconnection and creating Certificates since June 25, 2007. The Renewable and Environmental Attributes are unbundled from the megawatt-hour (MWh) of renewable energy, or determined equivalent, produced and recorded onto a WREGIS Certificate. One WREGIS Certificate is created for each MWh or determined equivalent¹ of renewable energy produced, and each WREGIS Certificate is assigned a unique serial number.

WREGIS Certificates can be used by electricity suppliers and other energy market participants to comply with relevant state and provincial policies, regulatory programs, and to support voluntary “green” electricity markets, or as determined by state or provincial policy. The data collected by WREGIS includes meter information from Qualified Reporting Entities (QRE), and static or dynamic information regarding the Generating Unit that has been inputted by the Customer and verified by the WREGIS Administrator.

More information about WREGIS is available on our website at www.wregis.org.

2. Definition of Terms

Active Organizations Report: A publicly available report that shows a list of all Active Organizations in WREGIS with basic contact and other public information.

Active Certificate: A WREGIS Certificate held in an Active Account. Such Certificates may be Transferred, Exported, Retired, or Reserved at the discretion of the WREGIS Customer or agent.

Active Generators Report: A publicly available report listing all approved Generating Units within WREGIS and other public information. If a generation facility has more than one registered Generating Unit, the facility may have multiple corresponding listings. If a registered Generating Unit has more than one fuel type, it will have multiple listings corresponding to each fuel type.

Active Account: The holding place for all Active WREGIS Certificates. An Active Account may be associated with one or more Generating Units. If an Active Account is associated with registered Generating Units, that Active Account is the first point of deposit for any WREGIS Certificates created associated with the Generating Unit—unless the Certificate is subject to a Recurring Certificate Transfer.

¹ For units tracking thermal energy, the energy output is measured in Btu, then converted to MWhs according to the formula in Appendix G.



Aggregated Generating Units: A collection of individual Generating Units with similar characteristics aggregated to the same meter.

Balancing Authority: The responsible entity that integrates resource plans ahead of time, maintains load-interchange-generation balance within a Balancing Authority Area, and supports Interconnection frequency in real time.

Capacity Factor: The Capacity Factor of a power plant is the ratio of its actual output, to its potential output if it were possible for it to operate at full Nameplate Capacity continuously over the same period.

Certificate: A WREGIS Certificate (also called a Renewable Energy Credit (REC)) represents all Renewable and Environmental Attributes of MWh of electricity generation from a renewable energy Generating Unit registered with WREGIS. The WREGIS system will create exactly one Certificate per MWh of eligible generation.

Certificate Disaggregation: A process by which attributes are separated from a Certificate for specific uses. WREGIS does not functionally support Certificate Disaggregation, but instead requires such Certificates to be removed from the system by transfer into a WREGIS Reserve Account.

Commenced Operation Date (COD): The date a Generating Unit first began commercial operation as declared by the interconnecting utility. This is also commonly referred to as Permission to Operate (PTO). For repowered Generating Units, this is the date of original operation, not the date of the repower.

Compatible Tracking System: A generation tracking system that has an operating agreement with WREGIS regarding the conversion and transfer of Certificates between tracking systems pursuant to a protocol developed between the WREGIS Director and the administrator of the other tracking system.

Creation Date: The date WREGIS Certificates are created.

Customer: An entity that has registered and established an Organization in WREGIS.

Customer-Sited Distributed Generation: A parallel or stand-alone electric Generating Unit located in or close to a Customer's site (near the point of consumption) and on the Customer's side of the meter.

Director (WREGIS Director): The person responsible for maintenance and operations of the WREGIS program, which is housed at Western Electricity Coordinating Council (WECC).

Distributed Generation Groups (DG Group): small Generating Units grouped together for purposes of tracking. These groups are governed by special rules laid out in Appendix D

Dynamic Data: Variable information associated with a specific MWh from a registered Generating Unit, such as Certificate serial number or date of generation.

Export: To transfer a WREGIS Certificate from WREGIS to a Compatible Tracking System.



First Point of Interconnection: The substation or other facility where generation tie lines from a given power plant interconnect to network transmission; this may be at either distribution or transmission voltage.

Generating Facility: One or more Generating Units at a single physical location.

Generating Unit (GU): Any combination of physically connected generators, reactors, boilers, combustion turbines, and other prime movers operated together to produce electric power or thermal energy. Also called a Generating Asset.

Generation Activity Log (GAL): A series of log entries associated with each registered Generating Unit that includes activity date, activity information, period start, period end, posted quantity, associated fuel type, and activity status.

Generator Agent: An entity designated by a Generator Owner to act on the Generator Owner's behalf for interaction with WREGIS. A Generator Agent may represent more than one Generating Unit.

Generator Owner: The individual or entity that owns the Generating Unit(s).

In-Organization Login: A login assigned to an employee of a Customer who is authorized to act on the Customer's behalf within WREGIS.

Multi-Fuel Generating Unit: A Generating Unit that can produce energy using more than one fuel type.

Nameplate Capacity: Installed generator Nameplate Capacity is commonly expressed in megawatts (MW) alternating current (AC) and is the maximum rated output of a generator.

Net Metering: Metering that measures energy bi-directionally, allowing for net calculations, commonly found in small residential or commercial solar installations. Also referred to as Net Energy Metering (NEM).

Organization: An entity or individual participating in WREGIS who has completed the steps required to register in the system.

Program Administrator (PA): A state, provincial, or voluntary entity that administers a renewable energy program that registers for a WREGIS Organization.

Qualified Reporting Entity (QRE): An Organization providing renewable generation data to WREGIS for registered Generating Units.

Recurring Certificate Transfer: A Certificate transfer from an Organization with a registered Generating Unit to another Organization or Active Account that occurs simultaneously with Certificate creation for the requested generation month(s).

Renewable and Environmental Attributes: Any and all credits, benefits, emissions reductions, offsets, and allowances—however titled—attributable to the generation from the Generating Unit, and its



avoided emission of pollutants.² Renewable and Environmental Attributes do not include (i) any energy, capacity, reliability, or other power attributes from the Generating Unit; (ii) production tax credits associated with the construction or operation of the Generating Unit and other financial incentives in the form of credits, reductions, or allowances associated with the Generating Unit that are applicable to a state, provincial, or federal income taxation obligation; (iii) fuel-related subsidies or “tipping fees” that may be paid to the seller to accept certain fuels, or local subsidies received by the generator for the destruction of particular pre-existing pollutants or the promotion of local environmental benefits; or (iv) emission reduction credits encumbered or used by the Generating Unit for compliance with local, state, provincial, or federal operating and/or air quality permits.

Renewable Portfolio Standard (RPS): A legislative or administrative requirement on electrical utilities, wholesale markets, or load-serving entities in a jurisdiction to include a designated percentage or amount of renewable electricity in their generation/retail portfolio.

Renewable: A resource that has been defined as renewable by a state or province within the Western Interconnection.

Reserve Account: A repository for WREGIS Certificates that the Customer wants to withdraw from circulation within WREGIS but does not want to Retire or Export from WREGIS to a Compatible Tracking System. Once a Certificate has been transferred into a WREGIS Reserve Account, it cannot be transferred again.

Retirement of Certificates: An action taken to remove a Certificate from circulation within the WREGIS system. Retirement may be initiated by the WREGIS Customer or by the WREGIS Administrator. The WREGIS Administrator has sole discretion to retire any Active Certificates for mistake, fraud, or other reasonable cause consistent with these Rules, the Terms of Use, and/or the purposes of the WREGIS program. Transferring Certificates into a Retirement Account signifies retirement.

Retirement Account: A repository for WREGIS Certificates that the Customer or WREGIS Administrator wants to designate as Retired and remove from circulation (e.g., to demonstrate compliance with a state’s RPS). Once a Certificate has been transferred into a WREGIS Retirement Account, it cannot be transferred again.

² The avoided emissions referred to here are the emissions avoided by the generation of electricity by the Generating Unit and, therefore, do not include the reduction in greenhouse gases (GHG) associated with the reduction of solid waste or treatment benefits created using biomass or biogas fuels. Avoided emissions may or may not have any value for complying with any local, state, provincial, or federal GHG regulatory program. Although avoided emissions are included in the definition of a WREGIS Certificate, this definition does not create any right to use those avoided emissions to comply with any GHG regulatory program.



Revenue-Quality Meter: A meter that has an accuracy of +/- 0.5%³, or as otherwise defined by a State or Provincial Program.

Self-Reporting Generator: A Customer-Sited Distributed Generation installation with a Nameplate Capacity of less than or equal to 360 kW that elects to transmit its own Dynamic Data to WREGIS.

Static Data: Static Data describes the attributes of the Generating Unit that do not change based on actual operation. Static information is entered at registration and generally includes information related to the characteristics of the generation facility such as technology type, ownership, or location.

Station Service: The electric supply for the ancillary equipment used to operate a generating station or substation. Further definition and explanations can be found in the PA Advice Letter available at www.wregis.org.

Third-Party Agent: An entity outside of a Customer's Organization that has been authorized to act on the Customer's behalf within the WREGIS Organization.

Validation Curve: An assignment of Capacity Factors for a given year, calculated and stored on a monthly output basis.

Vintage: The month/year of the generation period for which a WREGIS Certificate is created. Vintage will always be a single month/year.

Western Electricity Coordinating Council (WECC): WECC is a non-profit corporation that exists to assure a reliable Bulk Electric System in the geographic area known as the Western Interconnection. WECC includes all or part of Alberta, British Columbia, Arizona, California, Colorado, Idaho, Montana, Nebraska, Nevada, New Mexico, Oregon, South Dakota, Texas, Washington, Utah, Wyoming, and Baja, Mexico.

Wholesale Generation Also Serving On-Site Loads: Generating Units interconnected to the transmission systems, with on-site loads other than station-service drawing service from the generator before the metering point.

WREGIS Administrator: The department within WECC with authority to oversee the administration and implementation of the WREGIS Operating Rules.

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Meters installed before January 4, 2021, may be grandfathered in at +/-2% accuracy. Any new Revenue-Quality Meters installed after January 4, 2021, must meet the +/-0.5% accuracy rating.



3. WREGIS Administration

3.1 WREGIS Administrator Roles and Responsibilities

The WREGIS Administrator is responsible for all aspects of WREGIS administration. They manage the WREGIS budget, fee collection and billing; and the program's technical infrastructure at WECC. The WREGIS Administrator also verifies Generating Unit registration information,⁴ and prepares and maintains standard operating procedures.

The WREGIS Director is the public spokesperson for WREGIS and, with the WREGIS staff, is responsible for conducting outreach, including training, and for maintaining the WREGIS informational website. Core administration duties include—

- Overseeing the registration and information management for Organizations, Qualified Reporting Entities, Program Administrators, and Generating Units;
- Helping with generation data uploads;
- Administering WREGIS billing; and
- Acting as first-line of technical support help.

3.2 WREGIS Terms of Use

Users of WREGIS must agree to the Terms of Use⁵ to obtain access and use of the system. The Terms of Use define the terms for using the system and the rules of conduct. The Terms of Use control how all rights and obligations between WREGIS and the users are defined. Usage fees are outlined in a separate document called the WREGIS Fee Matrix that may be periodically updated under the conditions allowed for in the Terms of Use.

4. Geographic Scope of WREGIS

WREGIS covers the same geographic territory as the Western Interconnection. WREGIS will issue Certificates only for Generating Units whose First Point of Interconnection is in the Western Interconnection or in a state bisected by the boundaries of the Western Interconnection. However, Generating Units located within Western Interconnection states whose generation is reported to another generation tracking system cannot register in WREGIS except as allowed under section 5.3.5.

⁴ See Section 5.3.1 for more details on Generating Unit registration verification.

⁵ Also called the Customer Registration Agreement.



5. WREGIS User Registration

5.1 Participation in WREGIS

An entity that registers with WREGIS and pays applicable fees may establish an Organization in the system, once granted permission from the WREGIS Administrator. To qualify for WREGIS registration, Generating Units must meet the WREGIS geographical requirements and be renewable according to the definition in these rules. Participation in WREGIS is voluntary, though some states, provinces, or voluntary programs may require participation in WREGIS for purposes of program compliance. WREGIS reserves the right to refuse service as described below in Sections 5.2 and 5.2.1.

In addition to completing the registration process and paying any applicable fees, Customers with generators must also meet all generation data requirements set forth in Section 9 of these Operating Rules.

5.2 Establishing a WREGIS Organization

Any entity that wishes to hold, create, or use Certificates recognized in WREGIS must establish an Organization. The WREGIS Administrator may establish reasonable limits on the number of separate Organizations an entity can establish. The WREGIS Administrator may refuse to allow an Organization to be opened by an entity that has been previously terminated for cause or convenience under the Terms of Use or has been determined by the WREGIS Director to be a risk to the system or other Customers. To open an Organization in WREGIS, registrants must follow the instructions for joining WREGIS on the website at www.wregis.org. The WREGIS Administrator will not approve an Organization registration until a signed Terms of Use and the first year's annual fee are received. Failure of the prospective Customer to follow the registration instructions may lead to delays in the approval process.

5.2.1 Terminating a WREGIS Organization

Voluntary termination of an Organization must be initiated by the Customer by filling out a termination form. Any pending or scheduled transactions will be cancelled after the WREGIS Organization is terminated. Any WREGIS Certificates remaining in the Organization after termination will not be available for transactions.

If the Organization has associated Generating Units, the Customer must either transfer the Generators to another Organization, or the Generating Unit(s) may be inactivated when the Organization is closed. Inactive Generating Units are not eligible for Certificate creation.



Termination of a WREGIS Organization by the WREGIS Administrator is governed by the Terms of Use.

5.3 Registering a Generating Unit with WREGIS

Once an Organization has been established, a Customer may register a Generating Unit(s) in its WREGIS Organization. Generating Units at a facility can be registered separately or as a single facility, depending on the characteristics of the Generating Units and the needs of the Customer. Multiple Generating Units or Facilities can be aggregated to a single meter. To ensure that double-counting does not occur, Customers are attesting that 100% of their generation output from the registered meter will be reported to and tracked by WREGIS. Generating Units will not be approved until COD has been achieved, though the registration process may be started before that date. Once a Generating Unit is approved by the WREGIS Administrator, generation data can be uploaded by the QRE or self-reported if the Generating Unit meets the requirements set forth in Section 9.

Following registration approval, a generator is eligible for 3 Vintages of Certificates before the approval date. A generator may also be eligible for test energy in accordance with the procedures defined in Section 5.3.9.

To register a Generating Unit(s), a Customer must follow instructions for the Generating Unit Registration Process on the WREGIS website at www.wregis.org. The WREGIS Customer will be asked to provide documentation and information about the Generating Unit. During the registration process, the Customer will select an Active Account from its open Active Account list in which to deposit the Certificates created for the Generating Unit. Customers may register one or more Generating Units with a single Organization or a single Active Account. Registration with WREGIS does not imply or confer acceptance into or eligibility for any state, provincial, or voluntary program. Such determinations will be made exclusively by the state, provincial, or voluntary Program Administrator(s).

Generating Units or Facilities that are jointly owned must appoint a single Customer to register the Generating Unit. The Customer registering the facility will be required to provide documentation of its right to do so. All financial or other responsibilities associated with registering a Generating Unit with WREGIS are the sole responsibility of the Customer in whose Organization the Generating Unit is registered.

5.3.1 Verification of Static Data Submitted During Generator Registration

Upon completion of the generator registration process by the Customer, the WREGIS Administrator will conduct a review and verify the information provided to WREGIS by confirming that the documentation and information match the online information, that all appropriate forms have been submitted, and that the Customer registering the



Generating Unit has the right to do so. Submission of registration information constitutes an attestation as to the veracity of the information. The WREGIS Administrator reserves the right to conduct site visits or request additional documentation and information to further verify the information as needed.

In the event submitted information is found to be incorrect or if there is a discrepancy between the information submitted during the online registration process and the materials provided to verify the information, the WREGIS Administrator will notify the Customer that the information was not positively verified. The Customer will then either correct the registration form and resubmit, withdraw the registration form, or provide proof to the WREGIS Administrator that the information on the registration form is correct. Failure of the Customer to provide verification data may result in delays in the approval process or the rejection of the Generating Unit.

5.3.2 WREGIS Interaction with Program Administrators

Each Program Administrator is responsible for determining whether a Generating Unit qualifies for its program; Program Administrators must provide that information to WREGIS if the information needs to appear on WREGIS Certificates. Updates to program eligibilities for Generating Units will be made in accordance with processes agreed to by each Program Administrator and WREGIS. If the information is provided to WREGIS, a data field on the WREGIS Certificate will carry this information for all Certificates issued during and after the period that eligibility has been verified. Eligibility information will not automatically update on any previously created Certificates, but may be requested by the Program Administrator.

When WREGIS has established a relationship with a Program Administrator from a state, provincial or voluntary program, contact information for the program will be available on www.wregis.org. The Generator Owner or Generator Agent is solely responsible for ensuring that WREGIS contains accurate information regarding each Generating Unit and that eligibility indicators are verified by the appropriate Program Administrator if required. The WREGIS Administrator is not responsible for initiating verification or reverification of any eligibility claim, except as determined by a specific program.

5.3.3 Aggregating Multiple Generating Units on a Single Meter

Generating Units are registered on a Revenue-Quality Meter basis.⁶ In the case where there is more than one Generating Unit connected to a single Revenue-Quality Meter,

⁶ See Section 2 for a definition of a Revenue-Quality Meter.



the Generator Owner or Generator Agent may still register each Generating Unit separately or may register the units on a facility level, depending on the characteristics of the units and the needs of the Customer. Generating Facilities sharing a Revenue-Quality Meter but consisting of units with varying online dates or other disparate characteristics must register as an aggregated facility. The Customer may determine the split of generation (in percent terms) to each included Generating Unit on a per vintage basis. If no generation split is supplied, WREGIS will automatically assign a split based on pro rata Nameplate Capacity.

Customers are required to notify WREGIS within 30 days if there is a change in any of the essential characteristics for any of the aggregated Generating Units. Prior period adjustments may not be accepted for previous Vintages if Generating Units are disaggregated or aggregated on a meter after initial approval.

5.3.4 Registration of Multi-Fuel Generating Units

Some Generating Units can produce energy using more than one fuel type. A facility must register with WREGIS as a Multi-Fuel Generating Unit if it has multiple renewable fuels contributing more than 1% annually on a total heat-input basis measured in British thermal units (Btu) or if the non-renewable fuels used are greater than 2% total annually. Generating Units that use a single renewable fuel type and no more than 2% fossil fuel annually on a total heat-input basis are not required to register as Multi-Fuel Generating Units and may have WREGIS Certificates issued for 100% of their output. If the relative quantities of electricity production (percentage of MWhs produced) from each fuel cannot be measured or calculated, verified, and documented by a Licensed Professional Engineer the Generating Unit is not eligible to register in WREGIS, as the Customer must enter these relative quantities in WREGIS to create Certificates by fuel type.

Generators with fuel usage that varies between multi-fuel and single-fuel must register as a multi-fuel if they have fallen into the multi-fuel usage category in any of the last five (5) years.

Generators that have previously registered as a single fuel must alter their registration to a multi-fuel registration if they used more than 2% non-renewable fuel in the previous year or if they used more than 1% of any additional renewable fuel in the previous year. Certificates created for the excess non-renewable fuel may be forcibly retired by the WREGIS Administrator. Refer to Appendix A for Multi-Fuel Generating Unit documentation requirements.



5.3.5 Simultaneous Registration

Simultaneous registration of Generating Units or Facilities in WREGIS and any other tracking system for the purpose of creating more than one unique Certificate associated with a MWh of renewable generation is prohibited. It will be grounds for immediate suspension of the Generating Units or Facilities in WREGIS and may lead to forfeiture of any Certificates associated with these Generating Units or Facilities. Upon discovery of factual evidence indicating the use of simultaneous registration to create multiple Certificates for the same renewable generation, the WREGIS Administrator will report the discovery to (1) the administrator of the other tracking system; (2) any Program Administrators who have granted eligibility status to the Generating Units; (3) the owner of the Generating Units; (4) the Organization in which the Generating Unit is registered; and (5) any affected WREGIS Customers who have transacted with the Generating Units or Facilities.

The WREGIS Administrator must expressly authorize the simultaneous registration of Generating Units where a Customer shows—

- 1) A legal requirement that it must comply with separate and distinct renewable performance standards using different renewable energy accounting systems; or
- 2) That a compelling rationale exists for deviation from this rule. The WREGIS Director is solely responsible for determining whether any rationale provided by the Customer is considered compelling.

In either case described above, the administrator of the other tracking system and WREGIS will decide upon a mutually agreeable process to prevent double-counting. These processes will be set in writing and the Customer is responsible for full compliance with these supplemental processes.

If the WREGIS Administrator authorizes the simultaneous registration of a Generating Unit(s); all state, provincial, and voluntary Program Administrators that have eligibilities attached to that Generating Unit will be informed.

5.3.6 Tracking System Generating Unit Transfer

Generating Units or Facilities registered in any other tracking system and not authorized by the WREGIS Administrator under 5.3.5 above that wish to transfer to or register in WREGIS must—

- Terminate the Generating Unit registration in the other tracking system;
- Provide the WREGIS Administrator with information as to the length of time and reporting periods covered by registration in the other tracking system; and



- Supply other verification information as requested by the WREGIS Administrator.

Whether to accept such Generating Units or Facilities into WREGIS will be at the discretion of the WREGIS Administrator. The WREGIS Administrator will conduct due diligence to ensure the accuracy of information submitted and that the production of the Generating Facilities in question will not be double counted.

5.3.7 De-Registering a Generating Unit from WREGIS

If the Generator Owner or Generator Agent wants to remove a Generating Unit from the Organization in which the unit is registered, they can do so by notifying the WREGIS Administrator in writing. There are two statuses that can be applied to a removed Generating Unit:

- (1) Inactive: for Generating Units that no longer want to track their Certificates through WREGIS, are in long-term maintenance mode, or otherwise will not be reporting generation data for a significant period. Generator Owners or Agents must alert WREGIS within 90 days of precipitating events (contract end, Generating Unit breakdown, etc.).
- (2) Terminated: for Generating Units that have been decommissioned. Generator Owners must alert the WREGIS Administrator within 90 days of decommissioning. Additional documentation may be requested by the WREGIS Administrator verifying the decommissioning.

WREGIS will issue Certificates for any generation that occurs before the date of Generating Unit termination as instructed by the Generator Owner and supported by submitted generation data. No Certificates will be issued for generation that occurs after the termination date. All Certificates will be deposited in the Active Account that the Generating Unit is associated with or as directed through a Recurring Certificate Transfer.

Any fractional MWhs (i.e., any kilowatt-hours (kWhs)) remaining at the time of removal will be forfeited. WREGIS will not accept a Generation Adjustment after a generator has been de-registered. In situations of over-reported generation data, the WREGIS Administrator may still complete forced Retirements to protect against double-counting if needed.

If the WREGIS Administrator has cause to permanently suspend or inactivate the Generating Unit's participation in WREGIS, no Certificates will be created. If a Generating Unit is re-approved after being inactivated or terminated, WREGIS Administration will determine Certificate eligibility on a case-by-case basis.



A Generating Unit may be inactivated 90 days after an Organization is closed, 90 days after the Generating Unit is placed in 'Suspended' status, or after no generation data has been reported for two years. Refer to Section 20.1 for more information on suspension of a Generating Unit.

5.3.8 Transferring a Generating Unit from One Organization to Another

If the Generator Owner or Generator Agent wants to change the WREGIS Organization in which a Generating Unit is registered, it can do so by initiating a facility transfer request through WREGIS. The WREGIS Administrator will verify the transfer request, request any needed documentation, and transfer the unit to the receiving Organization. Once the unit is transferred, Generation Adjustments to data cannot be made. It is the responsibility of the original Customer to verify that all generation data has been reported and that all associated Certificates were created correctly before authorizing the transfer.

The Generating Unit transfer date determines to which Organization (original or receiving) Certificate batches are issued. Certificates issued before the Generating Unit transfer will remain in the original Customer's Organization.

Any fractional MWhs remaining on the date the transfer is completed will not be transferred to the new Organization and will be forfeited.

5.3.9 Test Energy

Customers with eligible Generating Units may receive WREGIS Certificates for test energy after the Generating Unit has been approved. The criteria listed below must be met for a Generating Unit to be eligible to receive WREGIS Certificates for test energy:

- The unit must have been approved in WREGIS within 90 days of the unit's COD
- The unit must be in a WREGIS-approved status
- The unit must have a COD no greater than two years in the past at the time the test energy generation data is uploaded to WREGIS

The Generating Unit's uploaded generation data, including the test energy, must meet the requirements in Section 9 of these Operating Rules for the applicable test energy period.

5.4 Generator Agents

A Generator Owner may assign the rights to register a Generating Unit to a WREGIS Customer using the WREGIS Assignment of Registration Rights form, by a legal or regulatory



requirement (Court or Regulator Assignment), a specific Power Purchase Agreement (PPA), or other legal document giving explicit permission. This assignment of registration rights will give the Generator Agent full and sole permissions and authority over the transactions and activities related to the Generating Unit and any Certificates issued for generation from that Generating Unit. A Generator Agent may act on behalf of more than one Generating Unit.

5.4.1 Termination of Assignment of Registration Rights

The WREGIS Assignment of Registration Rights may be terminated by the Generator Owner or the Generator Agent (Organization to which the Generating Unit is currently registered). The party terminating the WREGIS Assignment of Registration Rights must specify whether the assignment will be terminated immediately or at a future date. A Generator Owner cannot terminate a judicial or regulatory assignment without the appropriate court or regulatory documents approving said termination.

Upon termination of registration rights, the affected Generating Unit must be either inactivated or transferred to another active WREGIS Organization.

Existing Certificates will remain in the Active Account in which they reside unless transferred by the Customer. Any future Certificates will be deposited into the Organization and Active Account where the Generating Unit is held at the time the Certificates are created by WREGIS.

5.5 Registration of Qualified Reporting Entity (QRE)

Any entity wishing to become a QRE must register with the WREGIS Administrator to establish an Organization. To register as a QRE, registrants must follow the instructions for joining WREGIS on the website at www.wregis.org. A form declaring that the entity agrees to the QRE Guidelines and protocol established by WREGIS may be required. QREs will be expected to provide information regarding their ability and qualifications to act as a reporting entity within WREGIS before approval by the WREGIS Administrator. The WREGIS website will include a list of all QREs in approved status as part of its public reports.

6. WREGIS Account Structure

When a WREGIS Customer Organization is opened and approved the following three Account types are created:

1. Active
2. Retirement
3. Reserve



Multiple Active, Reserve and Retirement Accounts can be established at the Customer's discretion in numbers allowed by system functionality to assist with certificate management. The Customer will be able to view a listing of Certificates in each Account, including the generation characteristics associated with each Certificate or batch of Certificates.

Each Account will have a unique identification number. Users may name Accounts for ease of reference (by state, by product name, etc.).

WREGIS Certificates are deposited into the Active Account listed on each Generating Unit registration at the time of Certificate creation unless a Recurring Certificate Transfer is in place.⁷ Customers can then transfer WREGIS Certificates to their other Accounts, or another Organization, or Export them to another Compatible Tracking System as described in this document.

WREGIS users will be able to perform various functions and transactions within each Account type, as described below.

6.1 Active Account

An Active Account is the holding place for all Active Certificates. The WREGIS Certificates in it can be transferred, Exported, or otherwise transacted at the discretion of the Customer.

Active WREGIS Certificates are distinguished from Retired, Reserved or Exported WREGIS Certificates, which are no longer available for transacting.

An Active Account will be the first point of deposit for any WREGIS Certificates created by a Generating Unit registered in a Customer's Organization that are not subject to a Recurring Certificate Transfer. One Active Account may receive Certificates from one or more Generating Units.

6.1.1 Deposits to an Active Account

There are three ways WREGIS Certificates may be deposited in an Active Account:

- 1) Upon transfer from another WREGIS Organization's Active Account after a mutually agreed upon transfer;
- 2) Upon Certificate creation from an approved Generating Unit associated with the Active Account in one's own Organization; or
- 3) Upon transfer from another Active Account within one's own Organization

6.1.2 Transfers from the Active Account

There are five ways WREGIS Certificates may be transferred from an Active Account:

⁷ See Section 14.3.



- 1) To another WREGIS Organization;
- 2) To another Active Account within one's own Organization;
- 3) To a Retirement Account within one's own Organization;
- 4) To a Reserve Account within one's own Organization; or
- 5) Exported out of WREGIS to another Compatible Tracking System.

6.1.3 Functionality of Active Account

In addition to being able to deposit and withdraw WREGIS Certificates from the Active Account, Customers will be able to—

- View and sort their Certificates by Certificate fields;
- Generate reports about their Account; and
- Create additional Active Accounts

6.2 Retirement Account

A Retirement Account is used as a repository for WREGIS Certificates that the Customer wants to designate as Retired or used to show compliance with a state, provincial, or voluntary renewable energy program or to otherwise show the Certificates have been used and removed from circulation. WREGIS Certificates in a Retirement Account are no longer transferable to another party and serve as an electronic record of use. WREGIS Certificates in a Retirement Account cannot be transferred back into an Active or Reserve Account or into any other Retirement Account, except as described in 6.2.2. Refer to Section 15 for more information on Retirement Accounts.

6.2.1 Deposits to a Retirement Account

WREGIS Certificates are deposited in a Retirement Account through transfer from an Organization's Active Account.

Information entered during the Retirement process cannot be altered after Certificates are deposited into a Retirement Account. Once Certificates are deposited into the Retirement Account, the name of that Account cannot be changed.

6.2.2 Withdrawals from the Retirement Account

Customers cannot withdraw Certificates from a Retirement Account. The WREGIS Administrator has the ability, but not the obligation, to withdraw Certificates from an Organization's Retirement Account that were placed there in error. If such a withdrawal is to be granted, the WREGIS Administrator will require documentation and may require consent from a program. See Section 15.2 for more details.



6.2.3 Functionality of a Retirement Account

Customers will be able to—

- View and sort WREGIS Certificates by Certificate fields;
- Generate reports about WREGIS Certificates held in their Retirement Account; and
- Indicate upon Retirement for what purpose the WREGIS Certificates were retired.

Information entered during the Retirement process cannot be altered after Certificates are deposited into a Retirement Account. Once certificates are deposited into the Retirement Account, the name of that Account cannot be changed.

The Retirement reason options will be consistent with state and provincial regulatory programs and any voluntary programs or voluntary market activities.

6.3 Reserve Account

A Reserve Account is used as a repository for WREGIS Certificates the Customer wants to designate as reserved. Transferring a Certificate to a Reserve Account removes it from circulation in WREGIS without making usage claims. WREGIS Certificates in a Reserve Account cannot be transferred to another Organization or back into an Active, Retirement, Account or Reserve Account, except as described in 6.4.2.

Customers may use this Account for WREGIS Certificates sold outside the WREGIS system or for Certificate Disaggregation by the owner. For example, a Customer transferring Active Certificates to a third party who is neither a WREGIS Customer nor a Customer in a Compatible Tracking System may reserve the Certificates within WREGIS to indicate the transfer outside of the system has occurred. Refer to Section 17 for more information on Reserve Accounts.

6.3.1 Deposits to a Reserve Account

WREGIS Certificates are deposited in a Reserve Account through transfer from the Organization's Active Account.

Information entered during the Certificate reserve process cannot be altered after Certificates are deposited into a Reserve Account. Once Certificates are deposited into the Reserve Account, the name of that Account cannot be changed.

6.3.2 Withdrawals from a Reserve Account

Customers cannot withdraw WREGIS Certificates from a Reserve Account. The WREGIS Administrator has the ability, but not the obligation, to withdraw Certificates from an Organization's Reserve Account that were placed there in error. If such a



withdrawal is to be granted, the WREGIS Administrator will require documentation. See Section 17.3 for more information.

6.3.3 Functionality of a Reserve Account

Customers will be able to—

- View and sort WREGIS Certificates by Certificate fields;
- Generate reports about WREGIS Certificates held in their Reserve Account; and
- Voluntarily indicate for what purpose the WREGIS Certificates were reserved.

Once a Customer indicates the reason for the reserve, it cannot be changed.

7. Access to Organizations and Customer Responsibilities

There are different levels of access to an Organization. The WREGIS Administrator has access to all Organizations through system operation functions.

The Customer has full access to any Organization that it establishes. The Customer can also assign permissions to others inside their company or to agents to perform functions in WREGIS.

Assignment of Organization access can be done at any time the Customer wishes by adding additional users to the Organization and setting appropriate permissions.

User access may be granted at the Organization level or the Account level. The WREGIS System will be able to track the specific activities of each user through their unique Access Credentials. This audit trail includes the date and time of the activity, the user that made the change, and documentation of the change itself.

7.1 WREGIS Levels of Organization Access

When a Customer designates an *In-Organization Login* or *Third-Party Agent* for its Organization, access can be granted on a function-by-function basis and set to none, read-only, or manage permission levels. Additionally, logins may be provided limited access to specified Accounts using an inclusionary list. Permissions must be individually granted to each user. Shared logins are not permitted.

WREGIS requires a Primary Contact for every Organization, who will be the first point of contact for the WREGIS administrator. The Primary Contact must be selected from users with Organization Management permissions within the Organization. If the login listed as the Primary Contact is inactivated for any reason, the system will default to another active user with Organization Management permissions. This can be reassigned as needed.



7.2 Process for Assigning Organization Access

7.2.1 Assigning Third-Party Agent Access

A Customer can request Third-Party Agent access for its WREGIS Organization, which will not be active until approved by the WREGIS Administrator. Any Third-Party Agent will not be approved until the WREGIS Administrator has received the appropriate paperwork from the Customer as described below.

After entering information including, but not limited to, Organization access levels, company, email, and contact name; the Customer must submit a completed “WREGIS Notice of Agent Designation Form” located on the WREGIS website at www.wregis.org. Once the WREGIS Administrator approves the request, access to the Organization is granted and WREGIS sends confirmation notifications to both the Customer and the Third-Party Agent.

If the WREGIS Administrator rejects the request, the Customer will be notified. Third-Party Agent requests may be rejected if incomplete registration information was received or at the discretion of the WREGIS Administrator.

Organization users with rights to manage permissions can disable the Third-Party Agent access at any time.

7.2.2 Assigning In-Organization Logins

Organization users with rights to manage permissions can create and edit access for individuals within the Organization. In-Organization Logins may not be assigned to 3rd parties. This feature allows users to:

- (1) Create, assign, and cancel additional access for individuals within their company/Organization; and
- (2) Limit access and permissions of In-Organization Logins to the Organization by assigning appropriate privileges.

To assign In-Organization access, the user enters information including, but not limited to, Organization access levels, contact name, and email. In-Organization access does not require WREGIS Administrator approval.

If the WREGIS Administrator finds at any time In-Organization access is assigned to an Out-of-Organization individual, access will be inactivated without notice to the Customer. Assignment of In-Organization access to an Out-of-Organization individual is a violation of the Operating Rules and may make the Customer subject to sanction under the Terms of Use.



Organization users with rights to manage permissions can disable In-Organization access at any time.

8. Static Data

Static Data fields describe the physical attributes of the Generating Unit. Customers provide this data to the WREGIS Administrator during the initial Generating Unit registration and subsequent update processes as described below.

8.1 Verification of Static Data

For Static Data to be included in WREGIS, it must be verified by the WREGIS Administrator who requires verification documentation to be submitted before granting Generating Unit approval. A list of initial required documentation can be found on the WREGIS website. In addition to verification documentation, the WREGIS Administrator may conduct site visits, request additional documents, or conduct other audits to further verify the information.

Verification of Generating Unit eligibility for a state, provincial, or voluntary program is the responsibility of the relevant state, province, or voluntary Program Administrator. Each such entity may upload a file of eligible Generating Units into WREGIS, manually verify the eligibility of each Generating Unit identified as eligible or choose to allow Customers to self-certify Generating Units on a program-by-program basis.

8.2 Updating Static Data

Static Data for each approved Generating Unit must be updated annually. The Customer will be informed of the need for an annual review via a series of emails. WREGIS may stop issuing Certificates to any Organization that does not review and confirm or update its Generating Unit Static Data within 30 days of the annual review date. The Generating Unit will be placed into suspended status, as outlined in Section 20.1.

In addition to the annual update, Customers must notify WREGIS of the following if it affects Static Data tracked by WREGIS:

- 1) Changes in fuel type for a Generating Unit and the date on which the change occurred, within 30 calendar days from when any change is implemented. Multi-Fuel Generating Units must be updated when adding or removing a possible fuel source.
- 2) Changes in Generating Unit ownership and the date on which the change occurred, within 30 calendar days after the sale closes. Changes in ownership must be supported by documentation submitted to the WREGIS Administrator.
- 3) Changes to the aggregation of Generating Units to a single meter within 30 calendar days after the change occurred.



- 4) Decommissioning of a Generating Unit must be reported to the WREGIS Administrator within 90 days of the status change.
- 5) Details regarding repowering of a Generating Unit must be reported to the WREGIS Administrator within 30 days of completion.

Updating information on the Generating Unit, may place it into Pending status and require re-approval by the WREGIS Administrator. The WREGIS Administrator may request additional supporting documentation for changes to the Static Data before reapproving the Generating Unit.

8.3 Misrepresentation of Static Information

Misrepresentation of static information is a violation of the Terms of Use and the Operating Rules and may subject the Customer to sanctions as allowed under the Terms of Use. Pursuant to the Terms of Use, Customer acknowledge and agree that WREGIS has no liability to them or any third party for WREGIS Certificates that are created based on incorrect information provided to WREGIS regarding Generating Unit characteristics. More information on how WREGIS will address incorrect information is found in Section 20.

9. Generator Megawatt-hour Data Reporting in WREGIS

For Generating Units to participate in WREGIS, they must have their generation data submitted to WREGIS by a QRE, except for small, Customer-Sited Distributed Generation Generating Units allowed to self-report generation data as described further in 9.2.2.

9.1 Metering Standards

For each renewable energy resource, total MWhs of generation will be measured at the First Point of Interconnection to the transmission or distribution grid or adjusted to reflect the energy delivered into either the transmission or distribution grid at the high side of the transformer. Losses occurring on the bulk transmission or distribution systems after the metering point are not reflected in the number of Certificates created unless required by a Balancing Authority's metering protocols.

The original data source for generation data must be from the output of a Revenue-Quality Meter, as defined in Section 2, unless otherwise noted in 9.1.1. Recognition of generation for creation of WREGIS Certificates from renewable electricity generation resources that do not have a Revenue-Quality Meter will be at the direction of state or provincial regulators or



voluntary Program Administrators⁸ or approved at the discretion of the WREGIS Administrator. If an electronic source for collecting meter data is not available, then manual meter reads of the meter at the First Point of Interconnection to the transmission grid will be accepted.

9.1.1 AC Output Inverter Metering

If a Revenue-Quality Meter is unavailable for Customer-Sited Distributed Generation Generating Units with Nameplate Capacity (AC rating) less than or equal to 360 kW, the original data source for reporting total energy production may be the AC output of an inverter or generator, provided it meets the same Revenue Quality Metering accuracy standards. This metering option is not allowed for Generating Units that are larger than 360 kW in size or that are considered Wholesale Generation. Generation must be adjusted to reflect the energy delivered into either the transmission or distribution grid at the high side of the transformer. In cases of Net-Metering, the original data source for reporting total energy production must be placed to measure only the hourly positive generation flowing to the distribution system.

9.2 Generation Data Reporting

All generation data must be reported in Alternating Current (AC) at monthly intervals unless otherwise approved by the WREGIS Administrator. In cases where gathering data in monthly intervals is not possible or is overly burdensome, the WREGIS Administrator may, at their sole discretion, allow generation data reporting as infrequently as quarterly. Customer-Sited Distributed Generation Generating Units with Nameplate Capacity (AC rating) less than or equal to 360 kW may be approved to report generation data as infrequently as annually.

Begin and end dates included on the generation data submitted to WREGIS are expected to accurately reflect the period during which the energy production was measured.

9.2.1 Qualified Reporting Entity Generation Data Requirements

Generation data must be electronically transmitted by a QRE according to system requirements, unless otherwise noted in Section 9.2.2. The data must reflect the begin date and end date of the period covered by the meter reading of the generation, the Vintage month and year, and accumulated MWhs for each Generating Unit or Reporting Entity Unit ID.

⁸ Program Administrators must notify the WREGIS Administrator in writing of approved exceptions to a Revenue-Quality Meter and upon receipt, WREGIS will make exception information publicly available on its website.



As the owner of the metered data, the Generator Owner (or designated representative) has the responsibility to direct the QRE to release generation data to WREGIS and to make all arrangements pertaining to such release.

9.2.2 Self-Reported Generation Data

For Customer-Sited Distributed Generation Generating Units less than or equal to 360 kW Nameplate Capacity (AC rating), the generation data may be self-reported by the Customer or electronically transmitted by a QRE.

A Self-Reporting Generator Owner or its Generator Agent must abide by WREGIS requirements when reporting generation data. All self-reported data submissions are subject to the same quality and auditing standards as generation data reported by a QRE.

9.2.3 Distributed Generation Groups

Distributed Generation Groups should either register all units within a group with the same reporting period, normalize data according to a method approved by the WREGIS Administrator, or otherwise report data according to a process approved by the WREGIS Administrator. Refer to Appendix D for more details.

9.3 Adjustments to Reported Generation

9.3.1 Adjustments Reported Before Certificate Creation

If adjustments to the generation data are required after it is reported but before Certificate creation, an adjustment must be reported by the entity who originally reported the data. The original data will be over-written.

9.3.2 Adjustments Reported After Certificate Creation

Certificates are issued based on Revenue-Quality Meter data as reported to WREGIS. There may be debits and credits to the current period as generation data adjustments are finalized. Once adjustment data is submitted, the Customer has until Certificates create to dispute or accept the adjustment. If the Customer does not accept or dispute before Certificates create, the adjustment will be auto-accepted by WREGIS and Certificates will issue. Data with unresolved feasibility failures or lacking a multi-fuel split will not contribute to Certificate creation until those items have been resolved.

If all Certificates issued for the batch remain in the original Account at the time the adjustment is processed and have not been transferred, retired, reserved, e-Tag matched, or otherwise transacted upon, WREGIS will initiate an issuance roll-back to reissue the correct number of Certificates according to the generation adjustment submitted.



Once transacted upon, Certificates cannot be uncreated. Downward adjustments will be subtracted from a future Certificate Vintage to create following the approval/waiting period of the adjustment, and any subsequent Vintages, until the total subtracted equals the downward adjustment. Once all adjustments are accounted for in the certificate creations, the number of total certificates created will equal the total amount of generation over a period. This period could work out to be one or more Vintages, depending upon the totals created versus the totals ultimately reported. Upward adjustments will result in additional Certificates for the corresponding Vintage period (same month and year). Generation Adjustments may only be made within two years after the end of the generation month.

If a Generating Unit has been transferred to another Organization, the meter has been aggregated/disaggregated, or the QRE has changed, no Generation Adjustments can be made. In situations of over-reported generation data, the WREGIS Administrator may still complete forced retirements to protect against double-counting if needed.

9.4 Data Validity Check

For all reported generation, WREGIS will conduct an automatic data validity check to ensure that erroneous and technically infeasible data is not accepted by WREGIS. The data validity check will compare reported electricity production to an engineering estimate of maximum potential production using internal algorithms.

If data reported exceeds an estimate of feasible generation, the QRE, the Customer, and the WREGIS Administrator will be notified. The data will go into pending status and will not contribute to Certificate creation until approved by the WREGIS Administrator. The WREGIS Administrator will take steps to verify the reported generation. Failure of the QRE or Generator Owner to respond to data requests from the WREGIS Administrator may result in a delay of Certificate issuance or may prevent issuance of Certificates.

9.5 On-Site Load, Station Service, and Off-Grid Generation

9.5.1 On-Site Load

If the generation data meets the requirements related to metering, communication, and verification of Dynamic Data, WREGIS Certificates may be created for any renewable energy production serving a load that would have been served by the grid if not for the generator (On-Site Load).

For On-Site Load to contribute to Certificates, the Generating Unit must have sufficient metering in place to measure, either directly or through a process of netting, the On-Site Load. If a netting process is used, it must be designed to exclude Station Service. The



method of metering to be used, and the netting process, if applicable, must be reviewed and approved by WREGIS staff before the On-Site Load being registered and reported in WREGIS.

On-Site Load must be adjusted for transformer losses to the high side of the transformer.

9.5.2 Station Service

WREGIS Certificates will not be created for generation supplying Station Service unless specifically requested by a state, provincial or voluntary program and approved by the WREGIS Administrator. Generation supplying Station Service must be netted from total generation, regardless of whether the Generating Unit provides its own Station Service or purchases it from another entity. Station Service is defined by the WREGIS PA Advice Letter posted to the WREGIS website.

9.5.3 Off-Grid Generation

Off-Grid generation is not eligible for creation of WREGIS Certificates currently.

9.6 Multi-Fuel Generating Units

9.6.1 Issuance of WREGIS Certificates for Multi-Fuel Generating Units

WREGIS will create Certificates for all eligible electricity and/or thermal energy generated using renewable energy for Generating Units registered with WREGIS as Multi-Fuel Generating Units. WREGIS Certificates will not be created for fuel types that do not meet WREGIS' definition of renewable. State, provincial, and voluntary Program Administrators may request that WREGIS Certificates be created for fuels not defined as renewable by WREGIS.⁹

Each WREGIS Certificate issued for a Multi-Fuel Generating Unit will reflect only one fuel or energy type.

9.6.2 Measuring and Verifying Output Allocation

Before Certificate creation, each WREGIS Customer that has registered a Multi-Fuel Generating Unit must report to WREGIS the proportion of electric output per fuel type, by percentage based on heat input. Such information will be used to allocate generation to create WREGIS Certificates for each month for which the percentage allocation was

⁹ Example: A Generating Unit that is an existing Qualifying Facility and is certified as eligible for the California Renewables Portfolio Standard that commenced operation before January 1, 2002, and that uses no more than 25% fossil fuel on an annual basis may count the fossil fuel portion toward California RPS compliance. In this instance, WREGIS may issue Certificates for the portion of generation that was produced using fossil fuels.



supplied. The Generator Owner or its agent must maintain supporting documentation as described in Appendix A, and copies of the derivation of the proportion of electric output per fuel type for each month, for a minimum of two years from the date of submission to WREGIS. This supporting documentation will be subject to audit by the WREGIS Administrator.

For purposes of creating WREGIS Certificates for Multi-Fuel Generating Units, the proportion of Certificates attributable to each fuel type will be determined consistent with the following rules.¹⁰

9.6.2.1 Biomass

For biomass co-fired with fossil fuels or using fossil fuels for startup or supplemental firing: in each month, the Certificates for each fuel in each Multi-Fuel Generating Unit will be created in proportion to the ratio of the net heat content of each fuel consumed to the net heat content of all fuel consumed in that month, adjusted to reflect differential heat rates for different fuels, if applicable.

9.6.2.2 Solar Thermal

For solar thermal energy co-fired with fossil fuels or using fossil fuels for startup or supplemental firing, in each month the fraction of Certificates for each fossil fuel used in such a facility will be calculated as the ratio of the net heat content of the fuel divided by the plant's heat rate operating on that fuel to the total net electricity production of the Generating Unit during that month. The fraction of Certificates designated as solar thermal will be input as the remaining fraction of production not attributed to fossil fuel(s) consumed in the plant during that month.

9.6.2.3 Hydrogen

The WREGIS Administrator will consider Generating Units whose fuel source is hydrogen as Multi-Fuel Generating Units for purposes of creating WREGIS Certificates. WREGIS Certificates for hydrogen created from renewable energy sources, stored, and later converted to electricity through a combustion or fuel cell technology may be created reflecting the renewable energy sources used to create the hydrogen.

¹⁰ The WREGIS Administrator reserves the right to approve deviations from these methods on a case-by-case basis.



Multi-Fuel Generating Units not fitting the descriptions in 9.6.2.1, 9.6.2.2, or 9.6.2.3 will be handled by the WREGIS Administrator on a case-by-case basis in consultation with the appropriate state, provincial, or voluntary program(s).

10. Qualified Reporting Entities in WREGIS

10.1 Definition of Qualified Reporting Entity

A Qualified Reporting Entity (QRE) in WREGIS is an Organization or individual providing renewable generation data to create WREGIS Certificates. QREs may include Balancing Authorities, interconnecting utilities, scheduling coordinators, independent third-party meter readers, or other appropriate parties, so long as the QRE has a signed Customer Agreement with the WREGIS Administrator, has been approved by the WREGIS Administrator, and meets the established guidelines.

10.2 Registering a Qualified Reporting Entity with WREGIS

Any entity wishing to become a QRE must register with the WREGIS Administrator to establish an Organization. The registrant may be required to submit a letter or form declaring that the entity agrees to the Qualified Reporting Entity guidelines and protocols, including observing functional separation (See Section 10.3) where applicable. To register as a QRE, registrants must follow the instructions available on the website at www.wregis.org.

The WREGIS Administrator reviews the QRE registration and any included documentation. If the submitted documentation is found to be insufficient, the WREGIS Administrator may request additional information or documents as needed. Once the WREGIS Administrator has verified that this entity meets the standards to become a QRE in WREGIS, the QRE Organization will be approved.

The formats and procedures a QRE must follow are detailed on the WREGIS website.

A QRE found to be out of compliance with these Operating Rules is subject to termination of their WREGIS Organization.

10.3 Function Separation

QREs and Customers must maintain complete separation of the reporting and the Customer/marketing responsibilities. This means that there can be no interaction in WREGIS-related matters between the QRE and the Customer except regarding reporting logistics in WREGIS or more broadly REC or renewable energy marketing related activities not related to WREGIS data. This also means that WREGIS users will not be permitted to have a login for both types of accounts except when vetted by the WREGIS Administrator.



11. Creation of Certificates

A Certificate created and tracked within WREGIS will represent all the Renewable and Environmental Attributes from a MWh of renewable generation. WREGIS Certificates are Whole Certificates. Once a WREGIS Certificate is created and transacted upon the Certificate cannot be retroactively withdrawn or deleted by the WREGIS Administrator. The WREGIS Administrator has the right, but not the obligation, to change or retire Certificates once they are created if the Generating Unit or its associated Customer has submitted inaccurate information that resulted in faulty creation of Certificates for that Generating Unit. If a Customer needs to disaggregate the WREGIS Certificate, the Certificate must be placed in a Reserve or Retirement Account.

11.1 Certificate Creation

Certificates will be created based on generation data reported to WREGIS. All generation data must meet the minimum standards for quality that are laid out in Section 9 of these Operating Rules. Certificates will be issued for renewable generation that meets one of the renewable fuel/technology definitions within WREGIS. In certain circumstances, Program Administrators may request that WREGIS Certificates be created for fuels not defined as renewable by WREGIS as described in Section 9.6.1.

Each Certificate must have a unique serial number. Certificate serial numbers must contain codes embedded in the number that indicate the Generating Unit ID and the location of the generator. Certificate serial numbers cannot be changed.

11.2 Process and Timeline for Certificate Creation

Once generation has been uploaded, the Customer may accept or dispute the reported generation. Customer accepted data that passes the automated validation check as described in section 9.4 will issue immediately. If the data passed the automated check as described in section 9.4 and the Customer does nothing, the system will automatically accept the posted generation data and issue Certificates 14-days after the generation data is reported.

11.3 Certificate Creation for Generation Accumulated Over Multiple Months

Certificates representing generation data accumulated over multiple months will include a single Vintage for the dates of accumulation.

11.4 Generation Activity Log

Each Generation Unit registered in WREGIS will have a Generation Activity Log associated with it. The Generation Activity Log is an electronic ledger where generation and related activities are posted. Each time generation data is received by WREGIS for a Generating Unit,



the date and quantity of MWhs is recorded in the Generation Activity Log. When adjustments are received, they will be similarly recorded.

On the day of Certificate creation, Certificates will be issued based on the total whole number of MWhs on the Generation Activity Log that have been accepted by the Customer either actively or automatically after accounting for any Generation Adjustments. Any fractional MWh will be rolled forward until sufficient generation is accumulated for the creation of a WREGIS Certificate.

11.5 Data Fields Carried on Each Certificate

The data fields that are carried on each Certificate can be found on the WREGIS website at www.wregis.org. Mandatory data fields are provided on every Certificate. The data listed under voluntary fields may be included on Certificates if the data has been provided to and verified by the WREGIS Administrator. Both mandatory and voluntary data are subject to verification.

11.6 Expiration of Certificates

WREGIS Certificates have no expiration and will remain Active until Retired, Reserved, or Exported. State, provincial, or voluntary programs will determine their own program eligibility expiration periods.

11.7 Retroactive Creation of Certificates

Retroactive creation of Certificates refers to the creation of Certificates for a past generation period for which WREGIS has no verified Static Data, is outside the initial reporting window for an approved Generating Unit or would otherwise not be created per the guidelines set forth in this document.

Automatic creation of retroactive Certificates is not part of the standard functionality of WREGIS. If creation of these Certificates is needed, action must be taken through the Change Control Process initiated by a state, provincial, or voluntary program that requires tracking of generation in WREGIS. WREGIS will not have a time limit for which retroactive Certificate creation will be allowed.

No Generation Adjustments will be allowed for any retroactive Certificates that are created

WREGIS reserves the right to require programs that request retroactive Certificates to pay for the cost associated with the additional WREGIS staff time and labor required for all work associated with retroactive Certificates including, but not limited to, entering and verifying data, and system changes.



12. Certificate Errors and Corrections

12.1 Errors on Certificate Characteristics

When an error is discovered by the WREGIS Administrator after Certificates have been issued, but the Certificates have not been transferred out of the Active Account of the original Organization, the WREGIS Administrator has the right, but not the obligation, to correct the information on the Certificate. If the Certificates have already been transferred to another Organization, any Customers who have received the Certificates will be notified of the error on the Certificates. The associated Generating Unit that issued the inaccurate Certificates may be placed into Suspended status and reactivated at such time that the Customer supplies the WREGIS Administrator with sufficient documentation to ensure the reliability of the ongoing Certificate data. The WREGIS Administrator will determine required documentation on a case-by-case basis according to the type of error reported. The WREGIS Administrator also has the right, but not the obligation, to forcibly retire or otherwise correct such Certificates where, at the sole discretion of Administrator, such action is deemed appropriate. More information on possible penalties for misrepresenting information is found in Section 20.

12.2 Errors on Number of Certificates

If an incorrect number of Certificates is issued due to inaccurate data, the WREGIS Administrator will notify the Generator Owner or Agent and the QRE and require a generation adjustment. See section 9.3 for more information on Generation Adjustments.

13. Assignment of WREGIS Certificates

13.1 Initial Issuance of WREGIS Certificates

WREGIS Certificates are issued by Generating Unit and Fuel Type. Meter IDs will correspond to the Revenue-Quality Meter whose output is reported to WREGIS. In the event of Aggregated Meter Generating Units, a single Meter ID may correspond to multiple Generating Unit IDs.

13.2 Initial Deposit of Certificates in WREGIS Accounts

Upon creation, WREGIS Certificates will be deposited into the Active Account that is assigned to the Generating Unit in the Generating Unit registration form. WREGIS Certificates that are subject to a Recurring Certificate Transfer will be deposited into the Active Account specified by the transfer details.

In cases of multi-party ownership, the parties must designate which person or entity will manage the WREGIS Active Account associated with the Generating Unit. Transfers of



Certificates to another party are the responsibility of the designated person or entity. Disputes between parties must be resolved outside of WREGIS.

14. Transfers of Certificates

14.1 Transfers Within an Organization

There are multiple transfers possible inside of an Organization, including transferring from an Active Account to another Active Account, a Retirement Account or Reserve Account. A Customer may not transfer Certificates out of Retirement Account(s) or Reserve Account(s).

14.2 One-time Transfers Between Organizations

WREGIS Certificates can be transferred from one Organization to another on an adhoc basis. Certificates can only be transferred between Organizations from an Active Account to another Active Account. WREGIS Organizations may transfer Active Certificates to another WREGIS Organizations at any time.

During the transfer setup, the Customer initiating the transfer must indicate—

- 1) Certificate batch(es) to be transferred;
- 2) Quantity from each batch to be transferred;
- 3) Organization recipient of the transferred Certificates;

When the request to transfer has been submitted, WREGIS will send a notification to the Customer.

WREGIS will also send a notification to the proposed recipient of the Certificates. The Certificate recipient must accept or reject the transfer. Upon acceptance or rejection of the transfer, WREGIS will send a notification to the initiator and recipient.

Once the recipient accepts the transfer of any Certificate or batch of Certificates, WREGIS will complete the transfer of Certificates immediately.

14.3 Recurring Certificate Transfers

Recurring Certificate Transfers can only be created for registered Generating Units in Approved status.

Customers may request that Certificates from a specific Generating Unit be directly deposited into another WREGIS Organization or into another internal Active Account when the Certificates are created. Such a request occurs in advance of the Certificate Creation Date and is known as a Recurring Certificate Transfer. Recurring Certificate Transfers will be created through designated screens and processes in WREGIS.



The party initiating transfer will only be able to rescind a Recurring Certificate Transfer up until the Certificate Creation Date and will not be able to recall Certificates that have already been transferred.

Upon creation, the recipient will receive a notification for the Recurring Certificate Transfer and be given to the option to Accept or Reject. Upon a decision by the recipient, a notification is sent to the initiator with the status of the transfer.

When initiating a Recurring Certificate Transfer, the initiator must indicate:

- 1) The Organization or Account the Certificates are to be transferred to;
- 2) The Generating Unit(s) whose Certificates are to be transferred;
- 3) The fuel type of the Certificates to be transferred;
- 4) Quantity of Certificates from either of the above as a fixed number of Certificates or a percentage amount of that type of Certificate.
- 5) The beginning Vintage and, if desired, the end Vintage month/year; and

Once the Recurring Certificate Transfer is active in WREGIS, Certificates will be deposited directly into the Active Account of the recipient upon creation.

14.3.1 Rescission of Recurring Certificate Transfers

Recurring Certificate Transfers can be rescinded at any time by the Customer that set up the Recurring Certificate Transfer unless the “Irrevocable” option was selected during the transfer setup. Rescinding a Recurring Certificate Transfer will not return any previously transferred Certificates to the original Organization’s Active Account.

Recurring Certificate Transfers can only be rescinded for all remaining, unexecuted occurrences; they cannot be rescinded on a month-by-month basis. When a Recurring Certificate Transfer is rescinded, the WREGIS Administrator will send a notice to the recipient that the Recurring Certificate Transfer was canceled.

15. Retirement of Certificates

WREGIS Certificates may be retired by the WREGIS Customer and, in some instances, by the WREGIS Administrator. The Retirement Account is a repository for Certificates used when a Customer is declaring a final use for WREGIS Certificates. A Customer may also retire Certificates for a final use on behalf of a third party who does not have an Organization with WREGIS. Retirement Accounts must be open and named correctly before following the Retirement process.

15.1 Mechanism for Retiring WREGIS Certificates

When a Customer wishes to retire Certificate(s), they will select a batch(es) of Certificates from its Active Account (s), choose the desired quantity, and indicate that such Certificates are to be



Retired. The Customer will select the Retirement Account to which the Certificates will be deposited and will be required to select a Retirement reason and associated details. The system will transfer the Certificates from the Organization's Active Account to the indicated Retirement Account. Once the Certificates are deposited in the Retirement Account, they cannot be withdrawn except as provided in section 15.2.

15.2 Withdrawal from a Retirement Account

A Customer may request that the WREGIS Administrator withdraw Certificate(s) from a Retirement Account if all the following apply:

- 1) The Certificate(s) was retired within 12 months of the date of the withdrawal request.
- 2) The Customer can demonstrate that the Retired Certificate(s) has not yet been applied toward a state or provincial RPS, or other regulatory program or renewable obligation, nor has it been applied toward a renewable obligation under a voluntary program.
- 3) The Customer can demonstrate that a legitimate error was made or a regulatory, legislative, or programmatic change occurred that is prompting the withdrawal.

The WREGIS Administrator will give specific instructions as to the required information when the request is received. If the Retired Certificate(s) in question has as the "Reason for Retirement" either a state/provincial or voluntary program, the WREGIS Administrator will request consent of the Program Administrator in writing for the proposed withdrawal from the Organization's Retirement Account; the WREGIS Administrator reserves the right to provide specific information on the request to the Program Administrator as needed. The Program Administrator will be given 15 business days to respond. If no response is received, the request will be denied. If the Program Administrator confirms that the WREGIS Certificate(s) has not been used for compliance purposes, the WREGIS Administrator will withdraw the Certificate(s) from the Organization's Retirement Account.

If the Program Administrator indicates the WREGIS Certificate(s) has already been applied to a program for compliance purposes or otherwise denies consent, the WREGIS Administrator will refuse to withdraw the WREGIS Certificate(s) from the Organization's Retirement Account.

The Customer will be responsible for all fees associated with the original retirement and any other transfer fees incurred to fix the mistake.

16. Imports and Exports of Certificates

Import functions related to WREGIS Certificates are unavailable, as WREGIS does not have import protocols set up with any other tracking system.



WREGIS Certificates may be Exported by the WREGIS Customer from an Active Account to another Organization in a Compatible Tracking System. A Customer may not Export Certificates out of its Retirement Account (s) or Reserve Account(s).

16.1 Mechanism for Exporting WREGIS Certificates

To export Certificate(s), the Customer will select a batch(es) of Certificates from its Active Accounts and indicate the Certificates should be Exported.

Exports require the Customer to indicate:

- 1) Certificate batch(es);
- 2) Quantity from each batch;
- 3) Compatible Tracking System; and
- 4) Organization ID and Name of the recipient.

When a Certificate Export Request is made by a WREGIS Customer a notification will be sent to the recipient's tracking system.

The Certificate recipient must accept or reject the transfer through its Compatible Tracking System. Upon acceptance or rejection of the Export, the Customers in each Compatible Tracking System will be notified.

17. Reserved Certificates

17.1 Reserve Account

A Customer may withdraw Active Certificates from WREGIS by transferring them to a Reserve Account. A Reserve Account is used for Certificate Disaggregation or in instances where the Renewable Energy Certificates may be used outside of WREGIS. From a WREGIS standpoint, these Certificates will no longer be tracked, and WREGIS will make no claims as to the Certificate status.

The Reserve Account must include all the information related to reserve transactions. Specifying the reserve reason for Certificate(s) is optional.

17.2 Mechanism for Reserving WREGIS Certificates

When a Customer reserves a Certificate(s), they will select the applicable Certificate(s) from an Active Account(s). The Customer will select the Reserve Account where the Certificates will be deposited. The system will transfer the Certificates from the Organization's Active Account to the indicated Reserve Account. Once the Certificates are deposited in the Reserve Account, they cannot be withdrawn except as provided in Section 17.3.



17.3 Withdrawal from a Reserve Account

A Customer may request that the WREGIS Administrator withdraw WREGIS Certificate(s) from a Reserve Account if all the following apply:

- 1) The WREGIS Certificate(s) was Reserved within three months of the date of the withdrawal request.
- 2) The Customer can demonstrate that the Reserved Certificate(s) has not yet been disaggregated and sold separately to a third party(ies).
- 3) The Customer can demonstrate that the Reserved WREGIS Certificate(s) has not yet been sold to a third party.
- 4) The Customer can demonstrate that a legitimate error was made or a regulatory, legislative, or programmatic change occurred that is prompting the withdrawal.

The Customer will be responsible for all fees associated with the mistaken Reserve and any other transfer fees associated with correcting the mistake.

18. Reporting and Confidentiality

There are two general types of reports available through WREGIS: publicly available reports and Organization-accessible reports. Publicly available reports will be accessible on the WREGIS website.

There are three publicly available reports:

- 1) Active Organizations
- 2) Active Generating Units
- 3) Certificate Activity Statistics

Organization-accessible reports are available only to authorized users through an applicable WREGIS Organization. There are four general types of Organization-accessible reports.

18.1 Confidentiality: Access to Private Organization Information

Public reports can only be viewed at an aggregate level sufficient to protect Generating Unit, generation data, or other Organization confidentiality. The minimum threshold of Generating Units in a report is currently set to 15.

Access to Organizations is limited through a protected portal on the WREGIS website. Only the Customer or its representative or agent will be able to access the Organization. To maintain security and confidentiality, each person must have their own login and password.



18.2 Organization-Accessible Reports

These reports allow Customers to create standard or custom reports on their own Organization and Account activity. Customers can access and create these reports at any time.

18.2.1 Account Accessible Regulator Reports and Regulator Access to Private User Accounts

State, provincial, and voluntary programs may have limited access to view Certificates retired for their program or Retirement Accounts created at their invitation for compliance or voluntary purposes.

18.2.2 Account-Accessible Reporting Export to Third Party

If needed, a Customer can submit a request to export a copy of a report to an external party.

To do so, a Customer will select the desired report, enter the required information, and submit the request to the WREGIS Administrator. If a validation regarding any submitted information fails, WREGIS will prompt the user to correct the errors and resubmit the request.

The Customer must also complete a Customer Disclosure Authorization Form to allow WREGIS to disclose confidential information to an outside party. This form can be found on the WREGIS website, www.wregis.org.

After completing the report export request, the WREGIS Administrator will send the Customer an email notification, informing the requesting Customer that the report has been delivered as requested.

19. Inactive Organizations

The WREGIS Administrator may place an Organization in Inactive status.

When an Organization is set to Inactive:

- All Generating Units associated with that Organization lose their ability to accumulate data and contribute to Certificate creation.
- The Organization is removed from the list of Active Organizations in WREGIS.

The WREGIS Administrator may also impose additional restrictions at the user level of the Organization.



20. Misconduct and Disciplinary Action

The WREGIS Terms of Use and these Operating Rules contain the rules of conduct for users of WREGIS. WREGIS may administer penalties on users who do not abide by the Terms of Use, the Operating Rules, or any other WREGIS rules. Other types of misconduct may be subject to penalties as determined by the WREGIS Administrator and allowed by the Terms of Use.

20.1 Failure to Update Generating Unit Registration Data by Deadline

If the Customer does not update its Generating Unit registration data within 30 days after the annual review date, the Generating Unit may be placed into suspension. When suspended, the Generating Unit will not be eligible for Certificate creation until the Customer reviews and updates the Generating Unit registration information and the WREGIS Administrator reapproves the registration. The WREGIS Administrator may request additional supporting documentation for changes to the Static Data before reapproving the Generating Unit. The Customer may be charged a fee for each suspended Generating Unit that is taken out of suspension and reapproved. Failure to complete this process in a timely manner will prevent the issuance of Certificates.

If the WREGIS Administrator has cause to permanently suspend the Generating Unit's participation in WREGIS by inactivating or terminating the unit, no Certificates will be created after the date the Generating Unit's status has been changed.

A Generating Unit may be inactivated 90 days after, an Organization is closed, 90 days after the Generating Unit is placed in 'Suspended' status, or after no generation data has been reported for two years. Refer to Section 5.3.7 for more information on De-Registering a Generating Unit from WREGIS.

20.2 Incorrect Data Resulting in Issuance of Inaccurate Certificates

If the characteristics of a Generating Unit significantly change and these changes are not reported to WREGIS in an update, or if inaccurate data is submitted, resulting in inaccurate Generating Unit characteristic data being displayed on a WREGIS Certificate, the WREGIS Administrator has the right, but not the obligation, to place the associated Generating Unit in Inactive status resulting in suspension of generation logging and Certificate creation.

If the affected Certificates have not been transferred out of the Organization's Active Account, the WREGIS Administrator may modify the Certificates to reflect the updated and correct information. In addition, the WREGIS Administrator has the right, but not the obligation, to forcibly retire incorrect Certificates containing inaccurate data and issue corrected Certificates.

If the Certificates have been transferred to another Organization's Active Account, to one of the original Organization's Retirement or Reserve Accounts, or Exported to a Compatible Tracking



System, Program Administrators and Customers that have received the Certificates will be notified.

20.3 Late Payment of Required Fees

If the Customer is more than 90 days late with fees, the Organization will be considered in default under the Terms of Use. If the Customer fails to cure the default, the Organization will be terminated for default in accordance with the Terms of Use.

20.3.1 Repeated Late Payment of Required Fees

If late payment as described above is repeated three times in a rolling twelve-month period, the Customer may be required to pay a six-month deposit of potential fees, based on fees incurred during the previous six months as well as charges to return the Organization to Active Status.

20.4 Non-reporting of Generation Data at the Minimum Required Interval

A Generating Unit may be inactivated after no generation data has been reported for two years.



Appendix A: Documentation Requirements for Multi-Fuel Generating Units

Upon registration with WREGIS as a Multi-Fuel Generating Unit, the Customer must submit a report to the WREGIS Administrator that documents its method for calculating the electricity production associated with each fuel used during a typical month. A Licensed Professional Engineer must prepare this report. Following the WREGIS Administrator's review and acceptance of such a report's method, the Multi-Fuel Generating Unit will be eligible to have WREGIS Certificates issued provided all other requirements outlined in Section 5.3 have been satisfied. Documentation must include, but is not limited to:

- Introduction;
- Background;
- Fuel method;
- Formula;
- Example; and
- Licensed Professional Engineer's stamp.

Documentation of the following information used to calculate the proportion of electric output per fuel type, by MWh, generated during a calendar month must be maintained by Multi-Fuel Generating Units seeking WREGIS Certificates, using the best available sources of information. If the Generating Unit already provides documentation to regulatory entities addressing each of the items listed or otherwise provides substantiation of the percentage of generation from each fuel type to regulatory entities, upon approval of the WREGIS Administrator this documentation may be substituted. Additional documentation standards include:

1. Quantities of each fuel type must be measurable and verified by documentation. Verifiable documentation of fuel quantities consumed during the month may include metered liquid or gaseous fuel input, or financial records of fuel supply deliveries coupled with plant reports documenting mass of each fuel consumed in each calendar month, meter and inverter reads, etc.
2. Documentation of net heat content for each fuel source must be supported by documentation.
3. If specification of a heat rate (i) is required by the Customer's state, provincial or other regulatory authority; or (ii) is deemed necessary by WREGIS to determine methodological integrity; the heat rate must be determined according to testing certified by an independent third party consistent with the protocol accepted for plant heat rate testing in the plant's Balancing Authority. If different heat rates apply for different fuels, the determination for each applicable heat rate must meet the requirements of this paragraph.



Appendix B: E-Tags

E-Tag Usage

For certain state, provincial, or voluntary programs, a Customer may be required to show delivery of energy using e-Tags. This is accomplished by matching e-Tags and Certificates. Customers who need access to e-Tags will be required to sign-up for additional functionality with the WREGIS Administrator by providing their purchasing selling entity (PSE) code(s), signing an indemnification agreement, and paying all associated monthly fees. E-Tags may only be pulled on a forward-looking basis, meaning that e-Tags for months before the one in which a Customer signs up for the functionality will not be available. Customers anticipating such a need must sign up as soon as practicable to account for this limitation. Specific functionality requirements are on the WREGIS website, www.wregis.org.



Appendix C: Thermal Renewable Energy Certificate (TREC)

Applicable Definitions

British thermal unit (Btu): The quantity of heat required to raise the temperature of 1 pound of liquid water 1 degree Fahrenheit at the temperature at which water has its greatest density (approximately 39 degrees Fahrenheit). Btu or MMBtu (one million Btu) is the standard unit of measurement for thermal energy.

Cogeneration: The production of electricity from steam, heat, or other forms of energy produced as a by-product of another process.

Secondary Purpose: An end use for thermal energy that may be additionally eligible by a participating renewable energy program.

Thermal Energy: The energy made available in a combined-heat-and-power system for use in any industrial or commercial process, heating or cooling application, or delivered to other end users; i.e., total thermal energy made available for processes and applications other than electrical generation.

Thermal Renewable Energy Certificate (TREC): A renewable energy Certificate that has specifically been issued for thermal energy.

Thermal Qualified Reporting Entity (TQRE): An Organization providing thermal energy generation data to WREGIS for registered thermal facilities.

Governing Rules

These rules govern how Thermal Renewable Energy Certificates (TREC) are issued. They apply to a facility that generates both electricity and thermal energy that is used for a secondary purpose. The facility and its thermal energy must be recognized as renewable and eligible by one or more state, provincial, or voluntary program located in the WECC footprint to register.

Data Verification

Thermal facilities are required to meet the same verification standards that are currently used to register electric Generating Units (Section 5.3.1). However, additional registration paperwork may be required for the thermal portion of the registration to confirm the metering practices and to establish the secondary purpose(s).

Data Conversion

WREGIS converts reported thermal energy to a single WREGIS Certificate using the following Btu/MMBtu-to-MWh equivalency standard:

$$3,412,000 \text{ Btu}/3.412 \text{ MMBtu} = \text{one WREGIS Certificate (1 MWh equivalent)}$$



The total reported Btu/MMBtu and MWhs is displayed on the data reporting screen at the time the data is uploaded.

A maximum annual energy amount is used by the system to check reasonableness of the amount of energy reported and is determined by the WREGIS Administrator at the time of registration. If the reported energy exceeds the estimated amount, it will require WREGIS approval before certificates will issue. The WREGIS Administrator will follow up with the TQRE or the Customer to resolve any questions or concerns.

Reporting Energy Data

Thermal energy data must be reported monthly. Registrations with the capacity to generate less than one TREC per hour of operation (3.412 million Btu per hour) may self-report thermal energy data. Registrations with the capacity to generate one or more TRECs per hour of operation (3.412 million Btu per hour) will require a TQRE to reporting thermal energy data.

Consequently, a Cogeneration Electricity/Thermal registration can have data reported from two separate sources:

1. Electrical meter data reported by:
 - a. QRE
 - b. Self-Reporting
2. Thermal data as identified above.

Thermal energy data is uploaded via file or manual input, at which point the TQRE or Customer. Upon upload, the system converts the thermal data to MWhs and displays the reported amounts on a summary screen.

Metering Standards

All thermal facilities are required to meet a specific set of standards as indicated below:

1. **Large Facilities**—For facilities with the capacity to generate one or more TRECs per hour of operation (3.412 million Btu/hr), the generator representative must have installed an energy measurement system to continually measure thermal energy. The thermal energy delivered to the secondary purpose must be metered. All parameters needed to determine thermal energy to the secondary purpose must be directly measured.
2. **Small Facilities**—For facilities with the capacity to generate less than one TREC per hour of operation (3.412 million Btu/hr), the generator representative must have installed an energy measurement system to measure thermal energy delivered to the secondary purpose. Calculation parameters such as heat capacity, and directly measured parameters, such as temperature and pressure that do not vary more than +/-2% for the full range of expected



operating conditions, may be evaluated annually and used in the calculation method as a constant.

These parameters may be based on such sources as manufacturers' published ratings or one-time measurements but must be clearly defined and explained in a thermal energy measurement plan. All other parameters used to determine the amount of thermal energy must be continually measured.

Both on-site load and Station Service are handled in the same manner as electric generation (Section 9.5).

Thermal Renewable Energy Certificate Creation

TREC creation is handled in the same manner as electric generation. Separate batches of Certificates are issued for each type of renewable energy:

1. Electric—"renewable" fuel type and/or aggregated meter
2. Thermal—"renewable" thermal type

Thermal energy data that passes the validity check described above and is approved by the Customer will result in immediate creation of TRECs. If the thermal energy data passed the validity check and the Customer does nothing, the system will automatically accept the posted generation and issue the TRECs after 14 days. Certificate creation of one energy type is not dependent upon the reporting or approval of the other type.



Appendix D Distributed Generation Groups

Definition

Distributed Generation Group registrations allow Customers to register multiple Customer-Sited Distributed Generation Generating Units under a single system registration.

These types of registrations are intended for Customers with large numbers of small Customer-Sited Distributed Generation Generating Units with similar attributes to help facilitate registration and data reporting. Distributed Generation Groups are not intended to reduce the number of registrations or reduce the amount of required documentation. Distributed Generation Groups are subject to the same WREGIS Operating Rules as all other Generating Unit registrations outlined in Section 5.

Pre-Approval

Customers must be pre-approved by the WREGIS Administrator to participate and must first contact WREGIS to see if they qualify.

Qualifications include rights to register, metering standards, grouping method, data availability, etc. In addition to these qualifications, Customers must demonstrate they are ideal candidates for Distributed Generation Groups. Ideal candidate attributes include prior possession of required documentation, telemetering capabilities, sufficient staff availability, and reporting methods.

If the WREGIS Administrator deems a Customer to be a qualified and ideal candidate, the Customer must then open or have a pre-established active WREGIS Organization.

The pre-approval process includes:

- Completing an application provided by the WREGIS Administrator to determine the scope and method of the project.
- Drafting method for grouping and registering units, and internal processes outside of WREGIS.
- Submitting verification documentation, as determined by the WREGIS Administrator.
- Completing Distributed Generation Groups training provided by WREGIS.

The WREGIS Administrator will notify the Customer once pre-approval has been issued. The pre-approval process may be terminated if the Customer does not manage the process in a timely or consistent manner.

Registration

An online registration form is used for the registration of Distributed Generation Groups. The registration form includes static information pertaining to the overall group and details of the individual units being registered within the group.



Distributed Generation Groups require regular updates by the Customer. Updates to group registrations include adding or removing units and updating static information. Once a group registration has been updated, the registration or units may be placed in suspended or pending status making the registration ineligible for Certificate creation until the WREGIS Administrator has approved the changes.

Nameplate Capacities of the individual units must be the as-built system size (AC rating) of the units, not the inverter ratings. If a Customer is unable to provide as-built system sizes, an alternate nameplate method must be pre-approved by the WREGIS Administrator. The system size or approved nameplate method must come from a consistent source and must be used for all Distributed Generation Group registrations, without deviation from the nameplate source.

Governing Rules

Exceptions to the governing rules can be made by the WREGIS Administrator if deemed necessary.

Required documentation must be readily accessible from the Customer for all units registered in Distributed Generation Groups, in the event of a WREGIS audit. The required documentation is determined during the pre-approval process and includes—

- WREGIS Acknowledgement of Station Service;
- Utility Interconnection Agreement;
- Customer Contract;
- Rights to Environmental Attributes (rights to register unit in WREGIS);
- Notice of Commenced Operation Date;
- One-line diagram; and
- Proof of Revenue-Quality Meter ID.

Distributed Generation Groups cannot exceed total nameplate of 250 kW AC (0.250 MW AC), with a maximum allowance of 360 kW AC (0.360 MW AC) to allow for Nameplate Capacity expansions of previously registered units, unless approved in writing by the WREGIS Administrator before registration.

Individual units registered within a group cannot exceed a nameplate of 50 kW AC (0.050 MW AC). Exceptions may be made on a case-by-case basis, as determined by the WREGIS Administrator. State Program Administrators may request exceptions from this rule to maintain consistency with state program requirements.

Units registered in Distributed Generation Groups must be divided by fuel type, interconnecting utility, and residential/non-residential. Additional parameters for grouping units may be determined by the WREGIS Administrator during the pre-approval process.



Generation Data Reporting

The Customer may choose to self-report or have a QRE report generation data for Distributed Generation Groups less than or equal to 360 kW in size. Distributed Generation Groups larger than 360 kW in size must have a QRE report generation data. A self-reporting Customer and QRE are subject to all requirements outlined in Section 9.

Generation data for Distributed Generation Groups should include full calendar months whenever possible. The total sum of the generation data for the individual units in a group must be uploaded into WREGIS as a single entry. Generation data for all units within a group must be collected simultaneously, with as little variance as possible, and must either have all units within a group with the same reporting period (first and last day), normalize the data according to a method approved by the WREGIS Administrator, or otherwise report data using a process approved by the WREGIS Administrator.

Interval meter data (telemetry) is generally required to effectively report generation data, though site-reading may be warranted if other primary-sourced data is readily available. Meter reads must be tracked internally by the Customer and made available to WREGIS upon request.

WREGIS Rights of Refusal and Termination

WREGIS reserves the right to refuse pre-approval or inactivate existing Distributed Generation Group registrations if the WREGIS Administrator deems a proposed or existing Distributed Generation Group project to be ineffective.

Causes for an ineffective Distributed Generation Group project include insufficient methods, unavailable documentation, ineffective Customer processes, deficient or belated generation data reporting, or dormant group registrations.

