

# **RIOO User Guide – Updating an Existing SODG**

Version 1.0 January 13, 2023

# **ERCOT RIOO Resource Services**

To update an existing Settlement Only Distribution Generator (SODG) site and to get the change into the ERCOT Network Model, the Resource Entity (RE) representing the site must use the Resource Integration and Ongoing Operations – Resource Services (RIOO – RS) application. RIOO – RS allows the RE to submit a Change Request (CR) online to update the registration information for an existing SODG site. The ERCOT Demand Integration team will review and process the CR and provide status updates to the RE throughout the timeline from the initial review of the request to getting the update loaded into the production Network Model.

# About this guide

This guide provides information about performing the tasks in RIOO – RS to create and submit the online CR that proposes updates to an existing SODG in the ERCOT Network Model. Any sample data used to demonstrate the application is fictitious and does not represent actual SODG registration data or market activity for any Resource Entity or Transmission and/or Distribution Service Provider (TDSP) used in the samples. The samples are test data created to provide visual aids for this user guide.

Distributed Generation with installed capacity greater than 1 MW capable of providing a net export of energy into a Distribution Service Provider's (DSP) Distribution System is required to register with ERCOT as an SODG. Resource Entities register SODGs using the <u>Resource Integration & Ongoing Operations (RIOO)</u> application. Instructions for setting up a RIOO user account can be found under RIOO Documentation on the <u>Resource</u> <u>Integration</u> webpage. The SODG registration process allows for energy injections to a DSP's Distribution System to be accounted for in ERCOT market settlements. Energy from registered SODG units is settled with the SODG's designated Qualified Scheduling Entity (QSE) per ERCOT Nodal Protocols section 6.6. Registering an aggregation of DG units across multiple points of delivery is not allowed.

# **Table of Contents**

Before starting your Change Request	4
Sign up for a RIOO Services User Account for a Resource Entity	4
Have documents completed and ready to attach	4
Coordinate a Production Load Date (PLD)	4
Important notes on Change Requests	5
Logging into RIOO	6
Overview of RIOO Resource Services	9
Change request for an existing SODG	. 11
Change Request example	. 15
Stopping an existing SODG	. 22
After submitting Change Request	. 23
Change Request status	. 23
Confirming updated SODG in production Network Model	. 23
Creating a new SODG	. 23
Reporting issues	. 23

# **Before starting your Change Request**

Before starting your CR, be sure that you have done the following tasks:

## Sign up for a RIOO Services User Account for a Resource Entity

- The user must be associated with a registered Resource Entity (RE).
- The RE's User Security Administrator (USA) must add the RIOORS\_M\_Operator role to the user's Market Participant Identity Management (MPIM) profile, commonly known as the digital certificate.
- After the role is added, an email request will be sent to complete the process of creating the user account, which involves changing the system-assigned password and associating your login information with a multifactor authentication (MFA) app on your mobile phone that verifies your login attempts.
- The **RE Sign Up Guide** provides more details for signing up for a RIOO Services User Account. This guide is available on the <u>Resource Integration webpage</u>, under **RIOO Documentation**.

### Have documents completed and ready to attach

- If the SODG will be using a meter read by a TDSP, a <u>TDSP Read Generation Metering Registration Form</u> may be required with the CR submission. If the CR is changing any of the data included on the TDSP Read Form, or if the SODG will now be using a TDSP-read meter for the first time, then the RE must request that the host TDSP completes the form and the RE must attach it to the RIOO submission. If the CR does not impact the metering information, then the user does not need to attach the TDSP Read Form.
- If the SODG will be using an ERCOT Polled Settlement (EPS) meter, then the TDSP Read Generation Metering Registration Form is <u>not</u> needed.

## **Coordinate a Production Load Date (PLD)**

When creating a CR for an existing SODG, the RE will need to request a PLD in RIOO during the registration process. The RE should coordinate the PLD via email with the ERCOT Demand Integration team (<u>ERCOTLRandSODG@ercot.com</u>). This coordination is not required, but it can help ensure that the requested PLD is acceptable for modeling the SODG.

- The PLD must align with a scheduled production model load as listed on the current <u>Production Load</u> <u>Schedule</u>.
- The PLD will be at least 45 days after the RIOO registration submission is accurately completed.
- The RIOO application will indicate that if the requested PLD is fewer than 90 days out, it is classified as an interim update. However, SODG submissions meeting the 45-day PLD schedule <u>do not</u> require the RE to submit the **RE\_Model\_Interim\_Update\_Request** form.

### **Important notes on Change Requests**

- Once a CR is submitted for an SODG, no other CRs can be submitted for that same SODG until the in-progress CR is effective in the production Network Model. This restriction is to prevent conflicting changes that couldn't be properly validated against an unknown model state.
- When a CR is submitted to stop an SODG, no other CRs can be submitted for that same SODG. See further details on <u>Stopping an existing SODG</u> in this guide.
- Based on the current <u>ERCOT Fee Schedule</u>, there is no charge for submitting a CR for an SODG.

# Logging into RIOO

• There are two ways to access the RIOO application login screen:



• Log into your RIOO account:

ercot 🦻					
	RIOO Services				
	Log In Sign Up				
	yours@examp	ole.com			
æ	your passwore	d			
	Don't remember y	your password?			
LOG IN >					

• You'll be prompted to enter a 6-digit code to complete the multi-factor authenticator (MFA). The MFA code will be sent to the app selected when setting up your account (AuthO Guardian, Google Authenticator, SMS Text Authentication, or another authentication program that you chose to use).

*		and the state of t
Interconnection Services >	325 829	MESSAGES     In 1m     10 (630) 409-4293     324175 is your verification code for
	T Ercot Services	Ercot Services
Chrome (70.0.353) Windows (10)	B.77), Get a verification code from the Google Authenticator (or similar) app Democratic tick boosts:	Get a verification code from the Google Authenticator (or similar) app
© LOCATION Sandy, United Stat DATE Nov 2, 2020 at 9:09:27 AM	es Lost your device? Use the recovery code	Lost your device? Use the recovery code
Deny Allo		

• Select **Remember this browser** to avoid having to login multiple times:



• After successfully logging in, you'll be taken to the RIOO home screen:

ercot导	RIOO		Hello, Donald House My Acc	count 2
යි Home	Interconnection Services	Resource Services Update or view your existing resource data.		
	Go to Interconnection Services - IS	SODG	Load Resource	

# **Overview of RIOO Resource Services**

- On the RIOO home screen, open Resource Services by clicking on the SODG button
  - Resource Services is used to update an existing SODG
  - o Interconnection Services is used to create a new SODG
    - See RIOO User Guide Creating a New SODG for details

ercot∽	RIOO		Hello, Donald House	My Account 음
r 合 Home				
	Interconnection Services	Resource Services		
	- 0			
	Go to Interconnection Services - IS	SODG	Load Resource	
				,

#### • The change request dashboard is displayed

ercot 🛱	Resource Services		Hello, Donald House My Account 🙎   Log Out 🕪   Help 🔞
	Submitted Change Requests		View SODG Sites
යි Home		Create a New SODG Change	Your SODG Sites
SODG			View SODGs 🗸
Generation			View SODG Sites
Load Resources			Incomplete Change Requests
			You do not have any incomplete change requests yet.

- The dashboard allows the user to view their existing SODGs and their current CRs
  - View all existing SODGs associated with the Resource Entities represented by the user in the dropdown list under Your SODG Sites
  - Users are highly encouraged to verify their existing SODG data periodically, especially after a CR is processed and updated in the Network Model

ercot 🛱	Resource Services			Hello, Donald House	My Account 🤮   Log Out 🕪	Help 🕲	
01001-7	Submitted Change Requests	1	View SODG Sites				
ය Home	Create a New SODG Change		Your SODG Sites				_
SODG			View SODGs View SODGs				Ť
Generation			DHBOOT1 - DH_BOOT_TEST DHTEST1 - DHTESTSITE				
Load Resources			HOUSET - HOUSE_TEST_SITE HOUSET0 - HOUSET0_TEST HOUSET0 - HOUSET0_TEST HOUSET1 - HOUSET1_TEST HOUSET4 - HOUSE1_TEST HOUSE4 - HOUSE2_TEST HOUSE4 - HOUSE2_TEST HOUSE4 - HOUSE8_TEST HOUSE8 - HOUSE8_TEST HOUSE8 - HOUSE8_TEST HOUSE8 - HOUSE8_TEST				

• If the user selects one of the SODGs, and then clicks on **View SODG sites**, the user can view all existing registration data for that SODG

ercot 🛱	Resource Services	Hello, Donald House My Account 🖉   Log Out 🚱   Help 🕥
	Submitted Change Requests	View SODG Sites
යි Home	Create a New SODG Change	Your SODG Sites
0000		NEW_SODG ~ RIOO_SODG_TEST V
5006		
Generation		View SODG Sites
		Incomplete Change Requests
Load Resources		

ercot.	Desource Services	Hello, Donald House My Account 🛓   Log Out 🕪   Help 💿	
Site Code NEW_SODG	Site Code for the selected SODG is displayed	ion Generator	×
SODG	Metering - TDSP Information	User can view each panel or click on	w
	Unit Details	<b>Download SODG Data</b> to get an Excel file with a separate tab for each panel of data	~
	Mapping Information	View	~
		Dewnload SODC Do	ata

 The user can view CRs that have been submitted but not yet added to the Network Model; the associated status is displayed in the **Recent News** text (more details on the status changes will be provided later in this guide)

ercot 🛱	Resource Services				Hello, Donald House	My Account 😫   Log Out 🕪   Help 🔞
ය Home	Submitted Cha	ange Reques	sts	Create a New SODG Change	View SODG Sites	
SODG	Pending Review at ERCOT	R	SCR 3651	Requested Production Load 12-15-2022		
Generation	HOUSE2_TEST					View SODG Sites
Load Resources	Submitted: Dec 14, 2022	Last Updated: Dec 14, 2022	Company: WM RENEWABLE ENERGY LLC IV (RE)	View Change Request	You do not have any incomplete change requests yet.	
	Your Change reques	st is waiting for review a	ERCOT			

- $\,\circ\,\,$  The user can also view CRs that have been started but not yet submitted to ERCOT
  - The user can click on Finish Change Request to open and continue the CR

ercot 🛱	Resource Services			Hello, Donald House	My Account 😫   Log Out 🕪   He	elp
CICOL 9	Submitted Change Requests		View SODG Sites	5		
යා Home		Create a New SODG Change	Your SODG Sites			
SODG			View SODGs			~
Generation					View S	ODC Sites
Load Bacourses			Incomplete Chai	nge Requests		
Load Resources			SODG Site	Production Load	Action	
			DHTESTSITE	01-25-2023	Finish Change Request	
			HOUSE8_TEST	02-22-2023	Finish Change Request	Ĩ

# **Starting change request for an existing SODG**

• On the RIOO home screen, open Resource Services by clicking on the SODG button

ercot号	RIOO		Hello, Donald House	My Account &
යි Home	Interconnection Services	Resource Services Update or view your existing resource data.		
	Go to Interconnection Services - IS	SODG	Load Resource	]

• On the change request dashboard, click on Create a New SODG Change

ercot 🛱	Resource Services	Hello, Donald House	My Account 🙎   Log Out 🕪   Help 🔞	
01001-7	Submitted Change Requests		View SODG Sites	
ය Home		Create a New SODG Change	Your SODG Sites	
SODG			View SODGs	~
Generation				View SODG Sites
Load Resources			Incomplete Change Requests	
			You do not have any incomplete change requests yet.	

- Select which SODG to update from the What SODG is this change for today? drop-down list
  - Note that the user will see a list of all SODGs associated with the REs represented by the user that are currently in the ERCOT Network Model
- Enter the contact information and a brief description of the requested changes

ercot	Resource Services			Hello, Donald House	My Account 😫   Log Out 🕪   Help 💿
	Start Your Change Request				
A Home	All fields are required unless marked optional				
	What SODG is this change for today?	~			
	Requested Production Load ×  about this change reque Contact Name Email	Use the cal reminder to production	endar to select the requested PLD o coordinate the date to align with model load	; a	
	Phone Number	_			
	Change Description Placeholder text		Enter a brief description of the requested changes		
					Let's Get Started

• Sample completed Start Your Change Request panel

ercot 5	Resource Services	Hello, Donald House	My Account ≗   Log Out 🕪   F	Help
	Start Your Change Request			
C) Home	All fields are required unless marked optional			
	What SODG is this change for today?			
	HOUSE2-HOUSE2_TEST			
	Requested Production Load			
	12-15-2022 X 🗎			
	at least 90 days in the future.			
	Who can we contact about this change request?			
	Donald House			
	Email			
	fake@email.com			-
	Phone Number	Click Let's Ge	t Started to	
	555-867-5309			
	Change Description	move to the	SODG LIST	
	Testing SUDG updates	screen		
	Characters Remaining 980			
	onariosci o nonaring 200			
			Let's Get Started	
				2

- On the SODG List screen, all data submission panels are listed along with a View panel to see all data at once
  - o Start indicates that nothing has been updated on that panel
  - Edit in red indicates that the panel is either missing required information or that something needs to be corrected
  - Edit in green indicates that the panel has been completed but the user has the option to go back to the panel to make revisions
  - o Clicking on Edit or Start will open that panel for data entry
- The user only needs to open the panels for which updates will be submitted
  - This guide will provide one example of an update; there are too many possible scenarios to capture all of them or to determine which examples would be the most helpful
    - The same data validation rules will be applied as they are when a new SODG is created
    - Any questions or issues with specific updates can be directed to the ERCOT Demand Integration team (ERCOTLRandSODG@ercot.com) for assistance
  - Progress can be saved, allowing the user to return to the application later to finish the submission

ercot 🛱	Resource Services	Hello, Donald House	My Account 😫   Log Out 🕪   He	ielp @
Site Code	List View Site Details Metering - TDSP Information Unit Mapping			
A Home	Settlement Only Distribution Generator		_	
My Change Info	View		<u>v</u>	/iew
Attachments	Site Details		s	Start
SODG	Metering - TDSP Information		s	Start
	Unit Details		S	start
	Mapping Information		s	Start
	Back	Continu	e Done or Check Progress	]

ercot ि File Code HOUSE2 क Home My Change Info	Resource Services	Hello, Donald House My Account 😩   Log Out 🕪   Help 🕲				
	Settlement Only Distribution Generator	Click <b>View</b> to see the				
	View	current details from all				
Note that Code is a the selea	at the <b>Site</b> displayed for cted SODG	Start Start				
	Mapping Information	Start				
	Back	Continue Done or Check Progress				

• Sample of View details for the selected SODG

Resource Services		Hafia, Donald House	My Assumpt $\underline{S}_i : \mbox{ tog Dut } \Psi : \mbox{ Holp } \underline{O}$
List View Site Details	Motoring - TDSP Information. Unit Mapping		
None View SODG			
My Change Info		Continue	Done or Check Progress
Attachmenta (Hide Details)	Site Details		
some Ga To Section	House there		
Resource Entity Name	WM RENEWADLE ENERGY LLC /V (RE)		
liesource DUNS Number	1474#99083103		
Site Name	HOUSE2_TEST		
Site Code	HOUSEZ		
Unit Code	H0/3E2_5000		
Address			
Street Address	10		
City	Temple		
State	TX		
230 County	1224 20097 Bell		
2003 Congestion Managem	nt South		
Zate			
Additional Site Informati	n wit1112005		
Date)			
Stop Service Date			
Hide Details	Metering Details		
Ge To Section	HOUSE2, TEST		
Is your substation owned by	a fulse		
NOIC?			
In abor generator behind a N Settlement Meter Point?	16. Internet		
How many Primary EPS me	n 0		
00 you have? Who is the TODE recention	ADP TEXAS CENTRAL COMPANY (TDSP) (DUNE 007/04/77)		
service to your site ?			
Hesource ID (880)	NEW RID FOR UPDATE		
Dives your offer fleve an ERC read meter?			
Ittli ID (Optional)	TEE112345		
[Hide Details ]	Unit Details		
Go To Section	HOUSE2_TEST		
Unit Information	3000		
Technology Type	Hydra		
Number of Tubines			
Physical unit Type	Other		
Name Plate Rating			
Name Plate Nating MW/W/	1		
Researching MVA			
Is your peneration a renewab	r. Yez		
energy resource?	and see		
Is it a renewable credit gene (RN) or a renewable offset i	ADDY ATVE VELTO		
Fuel Information			
Promary Fuel Type	Not Applicable		
Secondary FuelType (Option	i) Net Applicable		
Generic Information	New York and New York		
Generic Startuz / Genative	Retrewable (Including Hydro)		
Cabegory			
Hide Details	Mapping Details		
Ge To Section	HOUSEZ_TEST		
Substation Code for POD	MOZART		
Texternisation Bus POD ~ P	150901		
Bate # Voltage	11		
Load Name in Network	PANDA_TI_L1		
Operations Mudel			
1000			Press of Party Press
Back		Continue	Done or Check Progress

### **Change Request example**

- This example will update the Mapping Information
- Note that RIOO RS doesn't currently require attachments to updates
  - However, if any of the data found on the TDSP Read Form is updated in the CR (Metering TDSP Information or Mapping Information panels), the user must also coordinate with the TDSP to get an updated TDSP Read Form to attach to the submission; if the form isn't attached, ERCOT will send the CR back to the user to request the attachment.

ercot 🕏	Resource Services	Hello, Donald House My Account 🖉   Log Out 🕪   Help 🔞
Site Code HOUSE2	List View Site Details Metering - TDSP Information Unit Mapping Settlement Only Distribution Generator	
ଲ Home My Change Info	View	View
Attachments	Site Details	Start
SODG	Metering - TDSP Information	Start
	Unit Details	Click Start to open the start
	Mapping Information	Mapping Information panel
	Back	Continue Done or Check Progress

	D C .				
	Resource Services	The requested	hit Mapping	Hello, Donald House	My Account 쓰   Log Out 🕪   Help ③
HOUSE2 බ Home	Mapping Information	PLD for this CR		Sup and Cashing	Dana ay Chaoly Dromans
My Change Info Attachments	HOUSE2_TEST	is displayed			Done of Check Plogless
SODG	Prod Load 12-15-2022 Substation Code for I Search Substation Substation Name for POD: Transmission Bus POD ~ PTI E 180901 Voltage 18 Load Name in Network Operati PANDA_T1_L1	POD Q MoZART Bus # 150901 kV 18 ions Model PANDA_T1_L1	The current registration data is displayed on the right		
	Back			Save and Continue	Done or Check Progress



ercot₽	Resource Services List View Site Details Metering - TDSP Information Unit Ma	pping	Hello, Donald House My Account 온   Log Out 6+   Help 6
HOUSE2			A green Edit button means that initial
wy change into Attachments SODG	Site Details	Click <b>Continue</b> or <b>Start</b>	data validation is passed; no further
	Metering - TDSP Information Unit Details	for another panel to make more updates;	edits are required star on this panel
	Mapping information	Click <b>Done or Check</b> <b>Progress</b> to view the	Edit
	Back	update dashboard	Continue Done or Check Progress

- On the update dashboard, all data submission panels that have been updated will be displayed
  - o Click on **Revisit** to return to any of the data entry panels
  - Make Corrections in red indicates that the panel is either missing required information or that something needs to be corrected
    - Any needed corrections will also cause Edit to appear in a red box
  - Edit in a green box indicates that all updated panels pass initial validations, but the user has the option to go back to any panel to make revisions

ercot 🖙	Resource Services	Hello, Donald House	My Account ≗   Log Out №   Help ③
Site Code HOUSE2	Everything looks good!		
යි Home	Settlement Only Distribution Generator	Edit	
My Change Info	✓ Mapping Information Revisit		
Attachments	_		
SODG		Continue	

• Because the updated data in this CR is also found on the TDSP Read Form, an updated form needs to be attached to this submission. If the form isn't attached, ERCOT will send the CR back to the user to request the attachment.

ercot 🕏	Resource Services		Hello, Donald House	My Account 음	Log Out 🚱	Help 🕐
Site Code HOUSE2		Everything looks good!				
☆ Home My Change Info	Click <b>Attachments</b> to upload the file	Settlement Only Distribution Generator ✓ Mapping Information Revisit	Edit			
SODG			Continue			

ercnt 🕏	Resource Ser	rvices					Hello, Donald House	My Account 온	Log Out 🕪   H	ielp 🕐
Site Code	Attachm	ents			ſ	Disrogard this				
යා Home		Please Note				inaccurate message				
My Change Info		A TDSP Read Generation Form is ma	ndatory for all SODG INR and CR Su	ubmission to ERCOT.		Inaccurate message				
Attachments		File Name	File Type	User	Date	e				
SODG		No attachments								
				Click	Ch	oose File				
				L					Continue	

#### RIOO User Guide – Updating an Existing SODG

arcatt	Resource Services		Hello, Donald Ho	use My Account 온   Log Out 📴   He
Site Code	Attachments	Upload Files ×		
යා Home	Please Note	Tap or click on a file type		
My Change Info				
Attachments	File Name File Type		£	
5006	No attachments	Accepted extensions: .7z, .dll, .doc, .docx, .dwg, .dxf, .dyr, .jpeg, . ijpg, .lib, .obj, .pdf, .png, .pwb, .raw, .seq, .txt, .xls, .xlsm, .xlsx, .zip If the site includes multiple turbine/inverter types, the one-line diagram shall clearly identify the turbine/inverter types (manufacture/model) connected at each location. + Choose File Size limit - 60 MB	Click <b>Choose File</b> again to browse to the file to be attached	Continue

ercot 🛱	Resour Atta	ce Services chments						Hello, Donald House	My Account 💩   Log Out 🕪   He
යා Home My Change Info		The attached file is displayed	idatory for all SODG INR and CR	Submission to I	RCOT.			Click to re	t <b>Continue</b> Seturn to
Attachments		File Name		File Type	User	Date	Ø	the	SODG List
SODG		ERCOT_TDSPReadGeneration_Formv5.2	_DHTEST1.pdf	Other	Donald House	12-14-2022 12:59 PM	⑪	scree	en
							Choose File		
									Continue

ercnt 🕏	Resource Services	Hello, Donald House My Account 名   Log	Out 🕪   Help 🔞
Site Code HOUSE2	List View Site Details Metering - TDSP Information Unit Mapping		
යා Home	Settlement Only Distribution Generator		
My Change Info	View		View
Attachments	Site Details		Start
SODG	Metering - TDSP Information		Start
	Unit Details	Click Done or Check	Start
	Mapping Information	the update dashboard	Edit
	Back	Continue Done or Check	Progress

ercot 🕏	Resource Services			Hello, Donald House	My Account 😫   Log Out 🕪   Help 🔞
Site Code HOUSE2		Everything looks good!			
යා Home		Settlement Only Distribution Generator		Edit	
My Change Info		✓ Mapping Information Revisit			
Attachments			Click <b>Continue</b> to view		
SODG			the update summary	Continue	

- The user has an option to click **Download SODG Data** to download an excel file containing the existing information on each panel
  - Note that this download does <u>not</u> show before and after data; it is intended to be a record of all existing data for this SODG before the CR is submitted

ercot 🛱	Resource Services		Hello, Donald House My Account 🖉   Log Out 🕪   Help 🕥			
Site Code HOUSE2	RSCR 3651         Requested Load Date         Settlement Only Generator           STANDARD         12-15-2022         HOUSE2_TEST					
යා Home			Download SODC Data Submit to ERCOT			
	My Change Info					
	Go Back To Section		Click Submit to			
	Requested Production Load Date	12-15-2022	<b>FRCOT</b> to complete			
	Contact Name	Donald House	the CD submission			
	Email	fake@email.com	the CR submission			
	Phone Number	555-867-5309				
	Description of your Change Request	Testing SODG updates				
	Mapping Information					
	Go Back to Section					
		Before After	All undated nanels			
	Transmission Bus POD ~ PTI Bus #	150901 109051	and fields will be			
	Voltage	18 138	and fields will be			
	Site Details		displayed with Before and After			
	Go Back to Section		Belore and Arter			
		Before After	data for the user to			
	Is there anything else we need to know about this change?		make a final review			
			الله Characters Remaining 1000			

ercot 🕏	Resource	e Services				Hello, Donald House	My Account 🙎   Log Out 🕪   Help 🕐
Site Code HOUSE2	Your ch Click h	hange request has been su ere to return to your dashb	bmitted to ERCOT. oard.				×
යි Home	RSCR 3	651 Requested Load Date Settleme ARD 12-15-2022 HOUSE2	-				
	With	draw Change Request	The CR can still be canceled by clicking on				Download SODG Data
My Change Info Click Home to return to the RIOO			Withdraw confirm th cancellatic ERCOT cha	m this selection to continue with the llation (can't be canceled after T changes status to <b>In Review</b> )			
		ping Information					
	Go Back	to Section					
				Before	After		
	Transmi	ission Bus POD ~ PTI Bus #		150901	109051		
	Voltage			18	138		
	Site	Details					
	Go Back to Section						
				Before	After		
	is there any	ything else we need to know about this char					

• Back on the RIOO home screen, open Resource Services again by clicking on the SODG button

ercot₽	RIOO	н	Nonald House My Account
යා Home	Update or add registration data	Resource Services Update or view your existing resource data.	
	Co to Interconnection Services - IS	SODC	Load Resource

- The change request dashboard is displayed, and the submitted CR is listed (note that under **Recent News**, the status of the CR is **waiting for review at ERCOT**)
- As the CR is processed by ERCOT, the Recent News display is updated to let the user know the status

ercot 🕏	Resource Services		Hello, Donald House My Account 🙎   Log Out 🕪   Help 🔞				
	Submitted Char	nge Requests		View SODG Sites			
යි Home			Your SODG Sites				
SODG	Pending Review at ERCOT	RSCR 3651	Requested Production Load 12-15-2022	View SODGs 🗸			
Generation	HOUSE2_TEST			View SODG Sites			
Load Resources	Submitted: Dec 14, 2022	Last Updated: Company: Dec 14, 2022 WM RENEWABLE ENERGY LLC IV (RE)	View Change Request	Incomplete Change Requests You do not have any incomplete change requests yet.			
	Pecent News Your Change request is	s waiting for review at ERCOT					

- Examples of other status updates for this CR
  - The final status of **modeled in NMMS** (network model management system) signifies that ECOT has verified the change took effect as requested on the PLD
  - $\circ$   $\;$  The CR will no longer appear on this display after it has been modeled
  - $\circ$   $\;$  The changes can be verified by viewing the SODG Site data again

ercot 🛱	Resource Services		Hello, Donald House	My Account 🤱   Log Out 🕪   Help 🕐	
010017	Submitted Chang	ge Requests	View SODG Sites		
ය Home			Create a New SODG Change	Your SODG Sites	
SODG	In Review at ERCOT	RSCR 3651	Requested Production Load 12-15-2022	View SODGs	~
Generation	HOUSE2_TEST				View SODG Sites
Load Resources	Submitted: La Dec 14, 2022 De Recent News ERCOT is in the process of If you need to make a chi contact ERCOT @ RIOO-F	st Updated: Company: to: 14, 2022 WM RENEWABLE Excoord LC IV (RE) of reviewing your change request. ange to this change request 85, change_Requests@ercot.com	View Change Request	Incomplete Change Requests You do not have any incomplete change requests yet.	

ercot 🛱	Resource Services			Resource Services					🕪   Help 🕜
010019	Submitted Cha	ange Reques	its			١	View SODG Sites		
🞧 Home					Create a New SODG Change	Y	Your SODG Sites		
SODG	Reviewed Ready to Model	R	SCR 3651		Requested Production Load 12-15-2022		View SODGs		~
Generation	HOUSE2 TEST				· · · · · · · · · · · · · · · · · · ·				View SODG Sites
Load Resources	Submitted:	Last Updated:	Company:		View Change Request		ncomplete Change Requests		
	Dec 14, 2022	Dec 14, 2022	WM RENEWABLE			Y	ou do not have any incomplete change requests yet.		
	Recent News Your Change request	st was reviewed at ERCO	T and is now ready to be modeled	in NMMS.					

ercot	Resource Service	es		Hello, Donald House	My Account 🔒   Log Out 🕪   Help 🔞	
010019	Submitted C	hange Reques	ts	View SODG Sites		
යා Home				Your SODG Sites		
SODG	Modeled	RS	CR 3651	Requested Production Load 12-15-2022	View SODGs	<b>`</b>
Generation	HOUSE2 TEST					View SODG Sites
Load Resources	HOUSE2_TEST Submitted: Last Updated: Company: Dec 14, 2022 Dec 14, 2022 WM RENEWABLE ENERGY LLC IV (RE) Recent News Your change request has been modeled in NMMS.			View Change Request	Incomplete Change Requests You do not have any incomplete change requests yet.	

# **Stopping an existing SODG**

- To stop an existing SODG, only the Stop Service Date on the Site Details panel needs to be updated
  - The Stop Service Date needs to be a PLD coordinated with the ERCOT Demand Integration team (ERCOTLRandSODG@ercot.com)
  - The rest of the CR process is the same as the example above, except there is no need to attach a TDSP Read Form when stopping an SODG
  - NOTE: Once the Stop Service Date is populated in the CR, the user cannot edit any other information in the data panels
    - After the CR is submitted, no other CRs can be created for this SODG
    - If a mistake is noticed before the PLD, the RE can contact ERCOT Demand Integration to request for the CR to be canceled

ercot 🛱	Res	ource Services					Hello, Donald House	My Account 🚊   Log Out 🕪   Help 🕲
Site Code	List	View Site Details Meterin	g - TDSP Informati	ion Unit Mapping				
HOUSE2	\$	Site Details						
( Home		Back					Save and Continue	Done or Check Progress
Attachmenta								
		Produced (01-04-0022)		BIOOPS				
\$006		Bessure Folly Name		nouna				
		WM RENEWMERE ENERGY LLC IV (RE)		WM RENEWABLE ENERGY LLC IV (RE)				
		Resource DUNS Number						
				1474490083100				
		Site Name						
				HOUSE2_TEST				
		Site Code						
				HOUSE2				
		Unit Name						
				5006				
		Address						
		Street Address						
				1				
		City						
				Temple				
		State						
		~		TX				
		Zip						
				123456669				
		County						
		~ ·		pel .				
		2003 Connection Management Zone						
		Construction of the second sec		South				
		Additional Site Information						
		In-Service Date (Production Load Date)						
		× (1)	Use the	e calendar to s	elect the requested St	top		
		Stop Service Date	Service	• Date (PLD); r	eminder to coordinate	e the		
		× 🖻	date to	align with a p	roduction model load			
				<u> </u>				
		Back					Save and Continue	Done or Check Progress

# After submitting Change Request

### **Change Request status**

In addition to the Recent News updates on the CR dashboard, the CR submitter will receive automated emails from ERCOT with status updates as the request moves through the modeling process as well as any requests for revisions to the CR.

- Status updates for a submitted CR include:
  - Pending Review
  - o In Review
  - Ready for Modeling
  - $\circ$  Modeled

## **Confirming updated SODG in production Network Model**

After the PLD for the CR, the submitter is encouraged to verify that the updates are visible in the SODG Site data in RIOO-RS. ERCOT will verify that the SODG changes are in the production Network Model, but it is the responsibility of the RE/QSE to notify ERCOT if they notice any settlements issues related to the SODG CR.

### **Creating a new SODG**

To create a new SODG, the RE must use the RIOO Interconnection Services application (RIOO – IS), which is accessed using the same RIOO user account. Refer to the **RIOO User Guide – Creating a New SODG** on the <u>Distributed Generation webpage</u> for details.

ercot 🛱	RIOO		Hello, Donald House	My Account 2
් Home	% Interconnection Services	Resource Services		
	Update or add registration data	Update or view your existing resource data.		
	Go to Interconnection Services - IS	SODG Generation	Load Resource	]

## **Reporting issues**

As ERCOT continues to develop the RIOO application, any functionality issues or suggestions for improvements can be sent via email to <u>RIOO-Help@ercot.com</u>. Any significant updates to the application will be communicated through market notices.