

Instructions for completing the Supplier Declaration Form for 2017 Fuel Mix Disclosure

Inputs to the Supplier Declaration form have changed. The inputs required for each tab are outlined below:

Introduction tab

No change to entries required.

Supplier Details tab

No change to entries required.

Guarantees of Origin (GO) tab

This tab is applicable for Suppliers claiming any GOs that were manually imported to Ireland and that are valid for use in 2017 FMD. The details required are the same as in previous years, that is, data from the Excel Summary Sheets.

GO Online Registry Certificates

This tab is applicable for Suppliers claiming any GOs that are valid for use in 2017 FMD that were cancelled in the GO Online Registry. The details required can be sourced from the GO Online Registry as follows:

- a) Log onto **CMO.Grexel**
- b) Navigate to **EECS GO>Search Transactions**
- c) Enter the Search Criteria as follows:
 - a. Set the Period Start to **2017-04-01** and Period End to **2018-03-31**. (Full period in which certificates could have been cancelled for 2017 FMD.)
 - b. Set the Transaction Type to **Cancel** and the Transaction Status to **Completed**
 - c. Set Consumption Period Start to **2017-01-01** and Consumption Period End to **2017-12-31**.
 - d. In the Country of Consumption drop down menu, select **Ireland** and hit Search.
 - e. This will bring up a list of all the bundles of certificates cancelled for use in 2017 FMD. Select **export to Excel**.
 - f. Copy the details of all certificate bundles from column B-I in the Excel output file.

Note: The Start Date does not represent the date that the unit entered support. It represents the first date of the year that the unit received support.

Generator Attributes (In SEM and Out of SEM) tabs

A Start and End Date column are included in the Generator Attributes tabs. These dates represent the date range that the unit was contracted to the supplier.

Example 1: If a generator was contracted to Supplier 1 until the end of August and then contracted to Supplier 2 for the remainder of the year, Supplier 1 would enter the unit details and Start/End Dates 01-01-2017 to 31-08-2017 and Supplier 2 would enter the unit details and Start/End Dates 01-09-2017 to 31-12-2017.

Example 2: If a generator was contracted to a Supplier for the full calendar year then the Start/End Dates would be 01-01-2017 to 31-12-2017.

Note: The Start Date does not represent the date that the unit registered for Generator Attributes. It represents the first date of the year that the unit was contracted to a certain supplier.

If you have any queries when completing the Supplier Declaration Form for 2017 Fuel Mix Disclosure please do not hesitate to contact us:

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