



Rebidding and Technical Parameters Guideline

Final Guideline

November 2019

© Commonwealth of Australia 2019

This work is copyright. In addition to any use permitted under the Copyright Act 1968, all material contained within this work is provided under a Creative Commons Attributions 3.0 Australia licence, with the exception of:

- the Commonwealth Coat of Arms
- the ACCC and AER logos
- any illustration, diagram, photograph or graphic over which the Australian Competition and Consumer Commission does not hold copyright, but which may be part of or contained within this publication. The details of the relevant licence conditions are available on the Creative Commons website, as is the full legal code for the CC BY 3.0 AU licence.

Requests and inquiries concerning reproduction and rights should be addressed to the Director, Corporate Communications,
Australian Competition and Consumer Commission,
GPO Box 3131,
Canberra ACT 2601
or publishing.unit@acc.gov.au.

Inquiries about this publication should be addressed to:

Australian Energy Regulator
GPO Box 520
Melbourne Vic 3001

Tel: 1300 585 165

Email: AERInquiry@aer.gov.au
AER Reference: 65287-D19/180833

Amendment Record

Version	Date Published	Date of Effect	Pages
01 D14/34526	25 September 2009	1 December 2009	20
02 D17/8133	28 February 2017	28 February 2017	23
03 D19/180833	27 November 2019	1 July 2021	19

Contents

1	Overview	1
1.1.	Purpose of this guideline	1
1.2.	Roles and functions of the AER	2
1.3.	Definitions and interpretation	2
2	Bidding and rebidding technical parameters	3
2.1.	Ramp rates	3
2.1.1	Information to be provided.....	3
2.1.2	Legal and other operating requirements.....	4
2.1.3	Ramp rates and standing data requirements.....	4
2.1.4	Minimum safe operating level.....	5
2.2.	Bidding and rebidding as ‘inflexible’ (clause 3.8.19).....	5
2.2.1	Overview of requirement	5
2.2.2	Abnormal plant or operating requirements.....	6
2.2.3	Information to be provided.....	6
2.2.4	Testing	6
2.3.	Market ancillary services	7
3	Rebidding	8
3.1.	Overview of requirement.....	8
3.2.	Information to be provided	8
3.2.1	Information to be provided in a rebid reason	8
3.2.2	Information to be included in a contemporaneous record	9
3.3.	Requirement to rebid as soon as practicable	10
3.4.	Form of rebid.....	10
4	Supervisory control and data acquisition (SCADA) inputs	12

5	Information requests by the AER	13
	5.1. Overview of requirements	13
	5.2. Procedure for requesting further information	13
	5.2.1 Contemporaneous records	13
6	Information provided to AEMO in error	14
7	AER’s procedures for handling confidential information claims	15

1 Overview

This document is a guideline produced in accordance with clauses 3.8.3A(g), 3.8.19(b)(2) and 3.8.22(f) of the National Electricity Rules (Rules) and the Rules Consultation Procedures to assist *scheduled generators, semi-scheduled generators* or *market participants* understand how the AER will exercise its functions in relation to rebidding and technical parameters. For the purpose of this guideline, we refer to “scheduled generators, semi-scheduled generators or market participants” as “relevant participants”. It does not constitute legal or other professional advice. Relevant participants should obtain professional advice for specific concerns.

1.1 Purpose of this guideline

We aim to work with National Electricity Market (NEM) participants to maximise their compliance with their obligations under the national energy framework. The purpose of this guideline is to inform relevant participants of our approach to the relevant obligations, including monitoring and enforcing compliance with the Rules regarding rebidding and technical parameters obligations.

The efficient and secure operation of the NEM depends on the ability to instantaneously match supply and demand of electricity. At the same time, the NEM is a dynamic market, where relevant participants are able to adjust their *offers* to reflect changing events, or in response to changing market conditions. These arrangements are designed to ensure system security can be maintained, while still permitting adjustments to *offers* subject to certain requirements prescribed under the Rules.

The Rules require that if a *dispatch bid* or *offer* is amended through a *rebid*, a brief, verifiable and specific reason must be provided to the Australian Energy Market Operator (AEMO). The reason provided will be reviewed by the AER when assessing compliance with specific clauses of the Rules.

Relevant participants can also limit, amend or *rebid* their *offers* on the basis of the physical or technical capabilities of their plant (technical parameters). The ability to make offers in this way is necessary to ensure the plant is operated safely.

Specifically, this guideline is issued pursuant to Rules clauses:

- 3.8.3A(f) and (g) in respect of provision of ramp rates to AEMO.
- 3.8.19(b)(2) in respect of dispatch inflexibilities.
- 3.8.22(c)(3) in respect of rebidding.

1.2 Roles and functions of the AER

The AER has functions and powers which include:¹

- Monitoring compliance with the National Electricity Law (Law) and the Rules.
- Investigating breaches or possible breaches of the Law and the Rules.
- Instituting and conducting proceedings in relation to breaches and appeals from decisions in those proceedings.

In exercising these functions and powers we aim to ensure that:

- Our approach is consistent over time.
- Our processes are cost effective for relevant participants and the AER.
- Our activities are transparent.

The AER Compliance and Enforcement Policy (C&E Policy)² details our approach to compliance, the enforcement options available to us and sets out the criteria we apply when exercising our discretion regarding enforcement action. Matters are assessed on a case-by-case basis with all relevant circumstances being considered, including those outlined in the C&E Policy.

1.3 Definitions and interpretation

In this guideline the words and phrases presented in *italics* have the meaning given to them in the Rules.

¹ The AER's functions and powers are outlined in Part 3, Section 15 of the National Electricity Law.

² Our C&E Policy can be found at: <https://www.aer.gov.au/publications/corporate-documents/aer-compliance-enforcement-policy>

2 Bidding and rebidding technical parameters

This section covers bidding and rebidding of technical parameters, including up and down *ramp rates*, *inflexibilities*, and *market ancillary services*.

2.1 Ramp rates

As part of an energy market *dispatch offer*, relevant participants are obliged under the Rules to provide AEMO with details of the rate at which the output of the relevant participant may vary up and down within five minutes. This is generally referred to as the relevant participant's *ramp rate* and is measured in Megawatts per minute (MW/min).

Minimum *ramp rate* requirements are as follows:

- for a *scheduled generating unit* or *semi scheduled generating unit* that is not aggregated, the lower of three per cent of maximum *generation* or 3 MW/min, rounded down but no less than 1 MW/min.
- for a *scheduled generating unit* or *semi scheduled generating unit* that is aggregated, the lower of three per cent of maximum *generation* or 3 MW/min, rounded down but no less than 1 MW/min, applied to individual physical units, then summed.
- for *scheduled network services* and *scheduled loads*, that are not aggregated, 3 MW/min.
- for *scheduled network services* and *scheduled loads* that are aggregated, 3 MW/min applied to individual *network services* and individual *loads*, then summed.

The Rules require that, if a relevant participant cannot submit a *ramp rate* of at least the prescribed minimum, it must submit the maximum the relevant *generating unit* can safely attain at that time in an *offer*, *bid* or *rebid*.³ The amount of detail that should be provided in the reason to AEMO and the way a plant should bid its *ramp rate* in certain circumstances is outlined below.

2.1.1 Information to be provided

A relevant participant may provide a *ramp rate* less than the minimum if it is affected by an event or other occurrence that physically prevents it from attaining the minimum *ramp rate* or makes it unsafe to operate at that *ramp rate*. If a relevant participant provides a *ramp rate* that is less than the minimum, it must simultaneously provide AEMO with a brief, verifiable and specific reason for that *ramp rate* being below the minimum. The reason provided to AEMO must relate directly to the occurrence or event that physically prevents it or makes it unsafe to do so. For the purpose of this guideline, we use the term "technical issue" to describe this.

³ Whenever a *ramp rate* is *rebid* pursuant to clause 3.8.22 of the Rules, a brief, verifiable and specific reason must be provided, in accordance with this guideline, regardless of whether the revised *ramp rate* is above or below the minimum.

The brief, verifiable and specific reason submitted with the *ramp rate* should include:

- details of the technical issue preventing the relevant participant from achieving the minimum *ramp rate* (to be included in the "reason" field), and
- the time the technical issue occurred (to be included in the "eventTime" field).

2.1.2 Legal and other operating requirements

Some relevant participants are subject to environmental or other legislative constraints on how their plant can be operated. In some cases, this will affect the maximum ramping capability that can be bid by them. In these situations, the *bid* or *rebid* reason should clearly outline the relevant environmental or other legislative constraint.

2.1.3 Ramp rates and standing data requirements

Clause 3.13.3(b) requires all relevant participants to provide AEMO with *bid and offer validation data* relevant to their *generating units* in accordance with schedule 3.1 (bid and offer validation data). In addition, clause 3.13.3(b1) requires relevant participants with aggregated units to provide AEMO with the maximum *generation* of each individual unit. These clauses are civil penalty provisions.

Bid and offer validation data are the standing data requirements for verification and compilation of *dispatch bids* and *dispatch offers* on the trading day schedule. As part of this data, relevant participants are required to provide AEMO with the unit's *maximum ramp rate*.

Under clause 3.8.3A(h), relevant participants with a *maximum ramp rate* (in accordance with clause 3.13.3(b)) lower than the minimum required, must provide AEMO with a brief, verifiable and specific reason. The *maximum ramp rate* is the *maximum ramp rate* that an item of equipment is capable of achieving in normal circumstances and may be specified by the manufacturer and/or independently certified from time to time to reflect changes in the physical capabilities of the equipment.

The Rules excuse these relevant participants from having to attain the minimum *ramp rate* or provide a brief, verifiable and specific *rebid* reason to AEMO each time they rebid their *ramps rate* equal to their *maximum ramp rate* value. While the Rules do not specify how this should occur, the AER considers it to be "best practice" for these participants to outline their particular circumstances in correspondence to AEMO (and provide a copy to the AER at the same time).⁴

However, the Rules still require these participants to submit the *maximum ramp rate* the unit can safely attain at the time of rebidding or the period of the *offer*. If a participant is unable to attain its *maximum ramp rate*, it must submit a brief verifiable and specific reason to AEMO relating to the technical reason why the unit cannot meet its *maximum ramp rate*.

The AER may audit the *ramp rates* included in standing data. We expect that standing data that includes below minimum *ramp rates* ought to be supported by evidence such as performance results, manufacturer's specifications or independent certification.

⁴ See AER's Request for rule changes - technical parameters, April 2008, p17, <https://www.aemc.gov.au/rule-changes/ramp-rates%2C-market-ancillary-service-offers%2C-and-d>.

2.1.4 Minimum safe operating level

We consider minimum safe operating level to be the level below which the unit would become unstable, after other technical responses have been exhausted (for example, auxiliary firing). The minimum safe operating level reflects technical and plant safety considerations, not commercial conditions. Plant availability reflecting commercial considerations should still be managed through rebidding of capacity within price-bands.

In instances where a *Scheduled Generator* or *Semi-Scheduled Generator* has reached its minimum safe operating level and cannot safely follow a *dispatch instruction* to vary its output downwards, it should submit a zero down *ramp rate* to AEMO, as long as the zero *ramp rate* can be justified on the basis of a technical limitation.

This approach should be used in preference to submitting an *inflexible bid*, as it provides greater flexibility to ensure the market remains in a *secure operating state*.

As soon as the output of the unit moves materially above the minimum safe operating level, participants must submit a *rebid* to provide a *ramp rate* compliant with clause 3.8.3A of the Rules.

2.1.4.1 Legal and other operating requirements

Relevant participants can be subject to environmental or other legislative constraints on how their plant can be operated. In some cases, this will affect the minimum operating level of the plant.

In these situations, should a zero *ramp rate* or *inflexible offer* or *rebid* be required to meet legal obligations (such as emission limits), a brief, verifiable and specific reason should be submitted that clearly outlines the relevant legal requirement.

2.2 Bidding and rebidding as ‘inflexible’ (clause 3.8.19)

2.2.1 Overview of requirement

Clause 3.8.19(a) states that the declaration of *inflexibility* by a *scheduled generator* or *market participant* must be “due to abnormal plant conditions or other abnormal operating requirements in respect of that *scheduled generating unit, scheduled network service or scheduled load*”.

A *scheduled generator* or *market participant* that declares itself *‘inflexible’* is treated outside the normal market arrangements and must be dispatched by AEMO at the volume notified regardless of the price the *scheduled generator* or *market participant* offers that capacity. Accordingly, bidding *inflexible* is an exception to the normal operation of the market.

Clause 3.8.19(a2) of the Rules requires that the *scheduled generator* or *market participant* not advise AEMO of any *inflexibility* unless it is unable to follow dispatch instructions in any *trading interval* due to abnormal *plant* conditions or other abnormal operating requirements.

When bidding *inflexible*, a *scheduled generator* or *market participant* must provide AEMO with a brief, verifiable and specific reason for the *inflexibility*. The *scheduled generator* or

market participant must also advise AEMO of the removal of the *inflexibility* once it reasonably expects to be able to operate in accordance with *dispatch instructions*.

2.2.2 Abnormal plant or operating requirements

As a general principle, the AER considers abnormal plant conditions or other abnormal operating requirements to be conditions related directly to the internal operation of the relevant plant. An exception to this principle is where another law or licensing requirement requires that plant be operated in a certain manner. The AER considers that this could amount to abnormal operating requirements. We would encourage relevant participants to contact us and AEMO to discuss the management of these requirements.

2.2.3 Information to be provided

There are two requirements on relevant participants to provide information in relation to *inflexible bids*. First, under clause 3.8.19(b)(1) of the Rules, relevant participants must provide AEMO with a brief, verifiable and specific reason for the *inflexibility* at the same time as it advises AEMO of the *inflexibility*. Second, under clause 3.8.19(b)(2) of the Rules, relevant participants must provide to the AER, upon written request, in accordance with this guideline, such additional information to substantiate and verify the reason for such *inflexibility* as the AER may require from time to time.

The information provided to AEMO at the same time as an *inflexible bid* is submitted should be sufficiently comprehensive to identify the nature of the reason for the *inflexibility*. This should be directly related to the change associated with physical conditions (for example, control system malfunction or changed hydrological conditions).

Specifically the *inflexible bid* or *rebid* should include:

- details of the abnormal plant conditions or other abnormal operating requirements that require the plant to be *inflexible*.
- the time the abnormal plant conditions or other abnormal operating requirements were identified.

2.2.4 Testing

Relevant participants must submit an *inflexible bid* in circumstances where testing of plant or equipment means they are unable to follow *dispatch instructions* due to abnormal plant conditions or other abnormal operating requirements.

In cases where a relevant participant submits an *inflexible bid* or *rebid* during testing, the brief, verifiable and specific reason submitted with the *bid* or *rebid* should include:

- a description of the test being conducted,
- why the *inflexibility* is required, and
- the expected duration of the test.

2.3 Market ancillary services

Market ancillary services assist AEMO to manage system security. In accordance with clause 3.8.7A, *offers for market ancillary services* must contain:

- an incremental MW amount for each of the 288 *trading intervals*, distributed across up to 10 price bands with an *enabling price* for each *price band*;
- the *response breakpoint*;
- the upper and lower *enablement limits*; and
- the *response capability*.

The final three items on this list comprise the technical parameters of the *offer* and provide the maximum amount of *ancillary service* that can be provided for a given MW output level for the *generating unit* or *load*.

Clause 3.8.7A(k) requires *ancillary services* providers to be capable responding in the manner contemplated by the market ancillary service specification (MASS) at all times. According to AEMO's MASS (as amended from time to time), where there is a condition that results in changed availability and capability of the *market ancillary service*, the *market participant* must *rebid* to reflect changes to the *market ancillary service* availability and capability in the *central dispatch* process. This includes services that are aggregated across multiple *connection points*.

Clauses 3.8.7A(l) and 3.8.7A(m) of the Rules require that the technical parameters of *market ancillary service offers* represent the technical characteristics of the *ancillary service generating unit* or *ancillary service load* at the time of *dispatch*. Where the technical parameters of *market ancillary service offers* are *rebid*, the reason provided should relate directly to the technical characteristics that have altered since the initial *market ancillary service offer*. This is required as, in order to be compliant with clause 3.8.7A(l), the *initial offer* must have represented the technical characteristics of the ancillary service generating unit or ancillary service *load*. Therefore, if a *rebid* is submitted, there necessarily must have been a change in technical characteristics.

If the physical or technical limitations of a unit, *load* or facility change as a result of a change in conditions, the relevant participant should *rebid* to avoid its latest *offer* resulting in a *dispatch instruction* that the unit, *load* or *facility* is unable to follow.

3 Rebidding

3.1 Overview of requirement

At the same time a relevant participant submits a rebid to AEMO, clause 3.8.22 of the Rules requires it to provide the time at which the events or other occurrences adduced by the relevant participant as the reason for the *rebid* occurred in addition to a brief, verifiable and specific reason for the *rebid*.

In circumstances when a relevant participant needs to submit a *rebid* prior to all of the information outlined above being available, the relevant participant should include all available information in the *rebid* reason and record further information in the log book as it becomes available. Should further rebids be required, the additional information obtained since the initial *rebid* should be included.

To signal that the *rebid* was based on incomplete information, in addition to the brief, verifiable and specific reason for the rebid, the *rebid* reason should indicate that further information is logged, in the form of see log or “SL”. The AER may request the information log at a later stage to substantiate and verify the reasons for the *rebid*.

3.2 Information to be provided

3.2.1 Information to be provided in a rebid reason

Detailed *rebid* reasons help the AER to substantiate and verify the reason provided, thereby reducing the need to seek further clarification from relevant participants after the event. It is also important that relevant participants maintain high quality detailed records, including trading logs, and contemporaneous records in respect of *rebids* made in the *late rebidding period*.

The information should include:

- the event(s) or other occurrence(s) stated by the relevant participant as the reason for the *rebid*.
 - *Rebids* can be submitted in response to a series of events, or a number of different forecasts. In these situations, details of the most significant event in the series should be provided, with a note that further information is available from the log book, in the form of “see log” or “SL”.
 - One single brief, verifiable and specific *rebid* reason can be included for multiple units as part of a portfolio *rebid*. If different reasons for rebidding multiple units within a portfolio are being adduced as the reason for the *rebid*, then separate *rebids* should be submitted with different *rebid* reasons.
- the time the event occurred (“time adduced”). This is the time at which the relevant event(s) or occurrence(s) that the relevant participant cited as the reason for the rebid, occurred. This should be the time at which the most significant event in the series occurred. Relevant participants should record further information in their log book and include “see log” or “SL” in the *rebid* reason.

- the time the relevant participant first became aware of the change in material conditions and circumstances on the basis of which it decides to vary its dispatch offer or dispatch bid. Again, this should be the time of becoming aware of the most significant event in the series. Relevant participants should include a note that further information is available from the log book in the form of "see log", or "SL".
- if the event relates to a revised forecast produced by AEMO, a description of the forecast type and when it was produced should be included (for example, by providing the time of the relevant 5-minute or 30-minute price or demand forecast).
- if a change to an AEMO forecast is the reason for a *rebid*, where reasonable, the reason should provide the original forecast and the revised forecast.
- if the event relates to technical plant conditions, the information provided to AEMO should include the time the condition was identified and a brief, verifiable and specific explanation of that condition.

3.2.2 Information to be included in a contemporaneous record

The Rules require relevant participants to, upon written request from the AER, provide contemporaneous records made to substantiate and verify the reason for a *rebid* submitted in the *late rebidding period*. Clause 3.8.22(ca) provides that the following must be included in the contemporaneous record for a rebid made in the *late rebidding period*:

- the material conditions and circumstances giving rise to the *rebid*;
- the *Generator's* or *Market Participant's* reasons for making the *rebid*;
- the time at which the relevant event(s) or other occurrence(s) occurred; and
- the time at which the *Generator* or *Market Participant* first became aware of the relevant event(s) or other occurrence(s).

In respect of the reasons for making the *rebid*, we expect relevant participants to include more detailed information in the contemporaneous record than that provided in the *rebid* reason. The relevant times recorded in the record should be clearly attributed to the times at which the relevant event(s) or other occurrence(s) occurred, and the time at which the relevant participant first became aware of the relevant event(s) or other occurrence(s), respectively.

Given the ability to provide more detailed information in the contemporaneous record, we would expect that if there are multiple triggers leading up to a *rebid*, then times and details of each of these triggers should be recorded.

3.3 Requirement to rebid as soon as practicable

Clause 3.8.22A(d) requires a relevant participant to make a *rebid* as soon as practicable after becoming aware of the change in material conditions and circumstances on the basis of which it decides to vary its *dispatch offer* or *dispatch bid*.

To reach an efficient outcome, the competitive process relies on transparency and predictability. In the context of a decentralised dispatch market such as the NEM, relevant participants who deliberately delay rebidding (after they have already made a decision to do so) could have a harmful effect on this process. This is because such delays limit the time competitors have to respond, which may lead to unexpected price outcomes. Ultimately this may inflate the prices of hedge products, which may in turn filter down to end consumers. In summary, deliberately delaying rebidding for convenience or commercial gain is ultimately not in the long term interest of consumers.

It is not possible to state in advance the time frame that will satisfy the obligation on a relevant participant to make a *rebid* “as soon as practicable”, as this will depend on the surrounding facts and circumstances in which a *rebid* is made. It is clear however, that the phrase means that a relevant participant must make a *rebid* as soon as the circumstances permit, and that delay solely or primarily for the convenience of, or to provide commercial advantage to, the relevant participant is unlikely to be a relevant consideration.

3.4 Form of rebid

When relevant participants submit a rebid to AEMO, they must provide the time of the event(s) or other occurrence(s) adduced and a brief, verifiable and specific reason for the rebid.

The “eventTime”, “category”, “reason”, “awareTime” and “decisionTime” fields should be submitted in the following form:

eventTime	the time, in 24-hour format (HHMMSS) of the event(s) or other occurrence(s) adduced by the relevant participant as the reason for the rebid.*
reason	provide a sufficiently detailed and specific account which can verify the event(s) and occurrence(s) that formed the basis for the <i>rebid</i> in 500 characters.* Where appropriate, this may include before and after values specifying the changes to the material conditions and circumstances giving rise to the <i>rebid</i> .
category	is either P for a plant or physical change, A for an AEMO forecast or dispatch change, F for a financial or commercial change or E for a <i>rebid</i> to address an error in a previous <i>bid</i> or <i>rebid</i> . **
awareTime	the time, in 24-hour format (HHMMSS), when the relevant participant became aware of the change in material conditions and circumstances on the basis of which it decides to vary its <i>dispatch offer</i> or <i>dispatch bid</i> (see clause 3.8.22A(d)). **

decisionTime the time, in 24-hour format (HHMMSS), when the relevant participant made the decision to vary its *dispatch offer* or *dispatch bid* after becoming aware of the change in material conditions and circumstances on the basis of which it decided to vary its *dispatch offer* or *dispatch bid* (see clause 3.8.22A(d)). **

* indicates fields that must be included in a rebid in accordance with clause 3.8.22(c)(2) of the Rules. This clause is classified as a civil penalty provision.

** indicates fields that the AER requests be included in a rebid as the most efficient means for relevant participants to provide, and the AER receive, relevant information to verify the reason for a rebid.

4 Supervisory control and data acquisition (SCADA) inputs

Relevant participants provide real time information about their plant capability (in particular *ramp rates* and regulation FCAS *enablement limits*) through the SCADA system. This information is in addition to the values contained in the relevant participant's *dispatch bid* or *offer*. The AEMO *dispatch* process uses the most constraining of the SCADA and the offered values.

In situations where a difference emerges between SCADA values and *bid* or *offer* data, a *rebid* containing a brief, verifiable and specific rebid reason should be submitted, to bring the *dispatch bid* or *offer* in line with the SCADA value. For clarity this applies when the SCADA value is more constraining than that specified in the relevant participant's *dispatch bid* or *offer*.

5 Information requests by the AER

5.1 Overview of requirements

Under clauses 3.8.3A(f) and (g), 3.8.19(b)(2) and 3.8.22(c)(3) of the Rules, the AER may request additional information to substantiate and verify the reason for: submitting a *ramp rate* below the required minimum value; submitting an *inflexible bid*; and a *rebid* (including any record made in respect a rebid submitted in the late rebidding period), respectively.

The AER can also seek documents and information under section 28 of the Law.

5.2 Procedure for requesting further information

Under clauses 3.8.22(c)(3), 3.8.3A(f) and (g) and 3.8.19(b)(2) of the Rules, we may require, upon written request, relevant participants to provide additional information in accordance with this guideline.

Under clause 3.8.22(c)(3) of the Rules, we may request additional information to substantiate and verify the reason for a *rebid* (including any record made under paragraph (ca) - "late rebidding contemporaneous record").

Clause 3.8.3A(f) of the Rules allows us to request additional information from relevant participants to substantiate and verify *rebid* reasons for *ramp rates* below the minimum required.

Under clause 3.8.19(b)(2) of the Rules, we may seek additional information to ascertain the nature of the abnormal plant conditions or other abnormal operating requirements to confirm that the *inflexible bid*, or *rebid*, was submitted in accordance with clause 3.8.19.

Our written request will clearly set out the information and level of detail required from relevant participants. In addition, we will allow relevant participants a reasonable time to provide a detailed response.

5.2.1 Contemporaneous records

We consider it sufficient for participants to record the location of multiple sources of information, and broadly what was happening at the time, without extracting and presenting the information in a single document.

6 Information provided to AEMO in error

As discussed in our C&E Policy, we encourage relevant participants to aim to achieve compliance with the national energy Law and Rules. We seek to demonstrate proportionality and procedural fairness in our enforcement actions.

If a relevant participant becomes aware of an error in the *bid* or *rebid* reasons they have provided to AEMO and there is sufficient time to lodge another (correcting) *rebid*, a *rebid* should be submitted under the category of “E” (for error). If a large number of corrected *rebids* are submitted, the AER may seek further information regarding the source of the errors.

However, when errors are detected without sufficient time for a correcting *rebid* to be submitted, relevant participants should detail the error in a log book entry. Relevant participants should alert the AER within two business days of finding the error.

Irrespective of whether a *rebid* was made to correct an error in a previous *bid* or *rebid*, the AER reserves its right to take appropriate action in line with the factors set out in the AER's C&E policy. The response of the relevant participant, including timeliness of self-reporting and any remedial actions taken, is one relevant factor the AER considers in determining what, if any, enforcement action is appropriate.

7 AER's procedures for handling confidential information claims

The AER must provide information provided to it in accordance with clauses 3.8.22(c)(3) and 3.8.19(b)(2) (additional information to substantiate and verify the reason for a *rebid* or *inflexibility*, respectively) to relevant participants who request the information, except to the extent that the information can be reasonably claimed to be *confidential information*.

In accordance with clause 3.8.22(e)(2), this guideline must include procedures for handling confidential information claims in respect of clauses 3.8.22(c)(3) and 3.8.19(b)(2). The AER will apply the ACCC and AER Information Policy: collection and disclosure of information (Information Policy)⁵ as amended from time to time. The Information Policy sets out the general policy of the ACCC and the AER on the collection, use and disclosure of information (including *confidential information*).

⁵ The ACCC and AER Information Policy can be found at: <https://www.accc.gov.au/publications/accc-aer-information-policy-collection-and-disclosure-of-information>.