

Renewable Energy Guarantees of Origin (REGOs): Guidance for generators, agents and suppliers

Document type: Guidance document

Date of publication: June 2011

Target audience: Renewable generators, electricity suppliers, agents, relevant trade associations and other interested parties

Overview:

This document is for generators, agents and suppliers that wish to participate in the Renewable Energy Guarantees of Origin (REGO) scheme. Ofgem issues REGOs to accredited renewable electricity generators located in Great Britain and Northern Ireland.

This document provides background to the scheme and explains the processes the operator of a generating station, or their agent, must go through to receive REGOs. It then goes on to explain what REGOs are used for and what you need to do to show that they have been used for a particular purpose.

This document is not intended to be a definitive legal guide to the Renewable Energy Guarantees of Origin scheme.

Contact name and details: Renewables and CHP team

Tel: 020 7901 7310

Email: renewable@ofgem.gov.uk

Team: Environmental Programmes

Context

Article 5 of the European Union (EU) Directive 2001/77/EC introduced a duty on all EU Member States to develop a certification scheme for Renewable Energy Guarantees of Origin (REGOs). The purpose of the Directive was to promote an increase in the contribution of renewable energy sources to electricity production. It serves to enable producers, traders and suppliers to demonstrate that the electricity they sell is renewable. The Directive set a broad duty for each Member State to establish the scheme. As such the structure of each Member State's scheme may differ. We administer the REGO scheme for electricity generated in Great Britain and Northern Ireland (under an agency service agreement) in accordance with the Regulations that came into effect late in 2003.

REGOs are predominantly used by licensed electricity suppliers for Fuel Mix Disclosure. This requires them to prove to their customers, and potential customers, the fuel mix of the electricity supplied.

In April 2009 Article 15 of the EU Directive 2009/28/EC repealed and replaced Directive 2001/77/EC introducing changes to the REGO scheme. The changes were introduced by amending the Great Britain and Northern Ireland Regulations with effect from 5 December 2010. This document provides guidance on how we administer the REGO scheme and what you need to do if you wish to participate.

Associated Documents

Readers should be aware of the following documents which support this guidance document. These documents are available on our website at www.ofgem.gov.uk:

- Renewables Obligation: Fuel measurement and sampling guidance, March 2009
- Fuel Measurement and Sampling Questionnaire
- Renewables and CHP Register User Guide (and subsequent updates)
- Northern Ireland Renewable Energy Guarantees of Origin (NI REGOs), January 2009
- Fuel Mix Disclosure by Electricity Suppliers in Great Britain – Guidelines, December 2005
- Green Supply Guidelines, February 2009

Readers should also be aware of the following external documents:

- Guarantees of Origin of Electricity Produced from Renewable Energy Sources (REGOs): Accompanying Guide to Statutory Instrument: 2003 No. 2562, (DTI), April 2005
- Consultation on changes to Renewable Energy Guarantees of Origin (REGOs), (DECC), July 2010

- Government response to the consultation on changes to Renewable Energy Guarantees of Origin, (DECC), November 2010
- Fuel Mix Disclosure Data Table (DECC)
- Guidance on how to measure and report greenhouse gas emissions, (Defra/DECC), October 2009
- Single Electricity Market Interim Arrangements: Fuel-Mix Disclosure in the SEM: decision paper (All Island Project), May 2009
Single Electricity Market High Level Methodology for the Calculation of Fuel Mix Disclosure in the SEM: decision paper (All Island Project), April 2009

Table of Contents

Summary	4
1. Introduction	5
2. Acting as an agent	10
3. Eligibility for REGOs	12
4. Accreditation for REGOs.....	15
5. REGO Certificates: Requests for the issue of REGOs	19
6. REGO Certificates: Issuing, Revoking, Transferring and Cancelling REGOs.....	24
7. Recognising other EU Member States' GoOs	30
8. Uses of REGOs	33
9. Audits	36
10. Published information.....	37
Appendices	39
Appendix 1 – Authority's Powers and Duties	40
Appendix 2 – Accreditation Codes.....	43
Appendix 3 –Information to be included in a request for a REGO	44
Appendix 4 – Information to be contained on the Register.....	45
Appendix 5 – Agent appointment form	47
Appendix 6 – Contact Details	49
Appendix 7 – Glossary	50

Summary

Executive summary

We issue REGOs to represent renewable source electricity generated in Great Britain and Northern Ireland (under an agency service agreement). REGOs are issued to the operator of eligible generating stations, or their agent. To determine whether a station is eligible we accredit generating stations prior to issuing REGOs. One REGO is issued per MWh of renewable source electricity generated from 5 December 2010. Prior to this date one REGO was issued per kWh of renewable source electricity generated. Once issued REGOs can be traded with or without the electricity to which it was issued. The main use of REGOs is for Fuel Mix Disclosure.

This document provides guidance on how we administer the REGO scheme and what you need to do if you wish to participate. It is intended to be a working document and may be updated from time to time. It updates the 'Renewable Energy Guarantees of Origin: Ofgem's Administrative Procedures, Issue 1.1, April 2008' with the changes introduced by the 2010 Regulation amendment and replaces the 'Renewable Energy Guarantees of Origin: Guidance for agents, Ref: 88/07, 19 April 2007'.

This document is for guidance only. It is not intended to provide comprehensive legal advice on how the legislation should be interpreted. At all times, the onus is on the operator of a generating station to ensure that it, or its agent, is aware of the requirements of the legislation. We do not purport to anticipate every scenario which may arise. Where a scenario arises which is not addressed in this guidance document, we will adopt an approach that is consistent with the legislation. Any additional guidance about the scheme will be published on the Ofgem website, www.ofgem.gov.uk.

1. Introduction

Chapter Summary

This chapter introduces the Renewable Energy Guarantees of Origin (REGO) scheme, introduces the EU Directive and Regulations that establish the REGO scheme and the legislative changes introduced in 2010.

Background

1.1 The Gas and Electricity Markets Authority (also referred to in this document as either the "Authority" or GEMA) administer the REGO scheme on behalf of the government. The day to day administrative duties are carried out by the Office of Gas and Electricity Markets (Ofgem).

REGOs are issued to operators of eligible generating stations and represent renewable source electricity generated in Great Britain (GB) and Northern Ireland (NI). Accreditation is used to determine a station's eligibility under the REGO scheme. Applications for accreditation under the REGO scheme can be made to us via the Renewables and CHP Register (the Register). Prior to making an application, a generator account should be set up. The links below provide further information on the how to set up an account and the other functions of the Register:

<https://www.renewablesandchp.ofgem.gov.uk/>

<http://www.ofgem.gov.uk/Sustainability/Environment/RCHPreg/Pages/RCHPreg.aspx>

What is a REGO?

1.2 A REGO is "a certificate issued by the Authority certifying that the electricity in respect of which the certificate is issued was electricity produced from renewable energy sources¹". It is used to prove that a unit of electricity generated is renewable.

One REGO is issued for every megawatt hour (MWh) of gross renewable electricity generated by an accredited generating station. Prior to 5 December 2010, one REGO was issued for every kilowatt hour (kWh) of renewable electricity generated. Legislative changes made due to the transposition of the 2009 Renewable Energy Directive required the change from kWh to MWh.

Once issued, REGOs can be traded with or without the electricity to which it was issued. The main uses of REGOs in GB and NI are to show the renewable energy source origin and used for the purpose of Fuel Mix Disclosure (FMD).

¹ The Electricity (Guarantees of Origin of Electricity Produced from Renewable Energy Sources) (Amendment) Regulations 2010 Regulation 2

1.3 This guidance document sets out the administrative procedures for the implementation of the Regulations governing the REGO scheme in GB and NI. It also reflects change made by the 2010 amending Regulation which took effect on 5 December 2010. This document supersedes the following documents:

- 'Renewable Energy Guarantees of Origin: Ofgem's Administrative Procedures, Issue 1.1, April 2008', and
- 'Renewable Energy Guarantees of Origin: Guidance for agents, Ref: 88/07, 19 April 2007'.

1.4 This document is intended to be for guidance only and does not therefore anticipate every scenario which may arise. Where a scenario arises which these procedures do not specifically address, we will normally adopt an approach that is consistent with the legislation.

Renewable Energy Guarantees of Origin

1.5 The duty to develop a certification scheme for REGOs was placed on all European Union (EU) Member States via Article 5 of Directive 2001/77/EC (2001 Directive) *on the promotion of electricity produced from renewable energy sources in the internal electricity market*. It should be noted that we refer to other EU Member States REGOs as Guarantees of Origin (GoOs).

1.6 The purpose of the 2001 Directive was to promote an increase in the contribution of renewable energy sources to electricity production. The REGO enables producers of electricity from renewable energy sources to demonstrate that the electricity they sell is renewable. It also provides a common platform to facilitate the trade of renewable electricity between Member States and increases transparency for the consumer allowing them to choose between electricity produced from renewable and non-renewable energy sources. The 2001 Directive set a broad duty for each Member State to establish the scheme. As such the structure of each Member State's scheme may differ.

1.7 The 2001 Directive REGO obligation was introduced to Great Britain (GB) by The Electricity (Guarantees of Origin of Electricity Produced from Renewable Energy Sources) Regulations 2003 No.2562 on 27 October 2003 (the Regulations). In Northern Ireland it was introduced by Electricity (Guarantees of Origin of Electricity Produced from Renewable Energy Sources) Regulations (Northern Ireland) 2003 No.470 on 25 November 2003.

REGO Regulation amendments due to the 2009 Directive

1.8 On 23 April 2009 Article 15 of the Renewable Energy Directive 2009/28/EC *on the promotion of the use of energy from renewable sources and amending and subsequently repealing Directive 2001/77/EC and 2003/30/EC*² introduced changes to

² On the promotion of the use of biofuels or other renewable fuels for transport

all EU Member State's REGO schemes. The changes were introduced to GB and NI on 5 December 2010 by amending the existing Regulations³. The changes take effect from 5 December 2010 and are not retrospective.

1.9 The changes are set out in this guidance document and are summarised as follows:

- A change to the definition of renewable energy sources to include aerothermal, hydrothermal and ocean energy (replacing tidal and wave technologies)
- A change to the definition of biomass
- A change to the unit of energy relating to a REGO from one kWh to one per megawatt hour MWh
- A requirement to cancel REGOs 16 months from the first month of generation
- A requirement to retire REGOs (NI only) as requested and that they are deemed to be cancelled 19 months from the first month of generation
- A change to the information to be provided on request for a REGO
- Additional information to be published alongside the REGO such as investment information
- Strengthened powers to refuse to recognise another EU Member State's GoOs
- A requirement to recognise another EU Member State's heating and cooling GoOs
- A requirement that the Register must be established and maintained electronically, and
- A change so only the producer of the renewable electricity can request a REGO.

Our role and duties

1.10 Under the Regulations, the Authority is designated as the competent person to issue REGOs in GB and as such has been given certain duties. Ofgem operates under the direction and governance of the Authority. The use of 'Ofgem', 'us', 'our' and 'we' are used interchangeably when referring to the exercise of the Authority's powers and functions under the Regulations.

1.11 We also administer NI REGOs on behalf of the Northern Ireland Authority for Utility Regulation (NIAUR) under an agency service agreement⁴. The agreement took effect on 1 February 2009. Under this agreement, we are required to carry out the duties listed below in respect of NI REGOs for generation from 1 January 2009. Claims for REGOs for generation prior to this date are not possible through Ofgem. The NIAUR continues to retain responsibility under the Regulations for administering the REGO

³ The Electricity (Guarantees of Origin of Electricity Produced from Renewable Energy Sources) (Amendment) Regulations 2010 and the Electricity (Guarantees of Origin of Electricity Produced from Renewable Energy Sources (Amendment) Regulations (Northern Ireland) 2010

⁴ The Origin of Renewables Electricity (Power of Gas and Electricity Markets Authority to act for Northern Ireland Authority for Utility Regulation) Regulations 2008 entitles us to do so

scheme in NI. Please refer to the 'Northern Ireland Renewable Energy Guarantees of Origin (NI REGOs)' for full information on the agreement.

1.12 We administer the NI REGO scheme in exactly the same way as we do for GB REGOs. This is made possible since the key duties under the Regulations mirror each other. Our duties include:

- Establishing and maintaining a Register of REGOs in electronic format
- Issuing REGOs
- Transferring REGOs
- Retiring REGOs (NI only)
- Cancelling REGOs
- Revoking REGOs
- Recognising REGOs issued by Ofgem and GoOs issued by other EU Member States
- Auditing stations issued with REGOs
- Publishing certain information about the REGO (the information set out in Schedule 2), and
- Publishing an explanation of how codes used in the Register should be interpreted

1.13 We carry out these duties as efficiently and effectively as possible according to the provisions of the Regulations. We cannot act beyond the scope of the powers laid down in the Regulations. Amendments to the Regulations in respect of GB REGOs are a matter for the Department of Energy and Climate Change (DECC) and, in respect of NI REGOs, the Department of Enterprise, Trade and Investment (DETI).

The Renewables and CHP Register

1.14 The Renewables and CHP Register is the main tool used to administer the REGO scheme. It fulfils our duty to establish, maintain and publish a Register in electronic form containing the information set out in Schedule 2 under Regulation 7(1). It is an electronic, web-based system used for the accreditation of renewable generating stations, requesting and issuing REGOs, holding details of and recording the transfer, cancellation, retirement and use of REGOs. The Register is conclusive proof as to whether a REGO exists, who the Registered Holder⁵ is at a point in time (Regulation 7(2)) and the Registered Particulars⁶ of the REGOs (Regulation 7(3)).

1.15 In terms of seeking accreditation and being issued with REGOs operators of renewable generating stations will need to follow the following steps:

⁵ "Registered Holder", in relation to a GoO, means the person whose name is shown on the Register in accordance with paragraph 2(a) of Schedule 2 as the last person to whom that GoO has been transferred or, where there is no person so shown, the person whose name is shown on the Register under paragraph 1(a) of the Schedule as the person to whom the GoO has been issued.

⁶ "Registered Particulars" means the information entered on the Register, as specified in paragraph 1 of Schedule 2, in relation to a GoO.

- Create a generator account via the Register
- Fill out an application for accreditation to Ofgem via their account
- Make relevant declarations in advance of submitting an application
- Submit the application to us and respond to any queries we may have on the application
- Submit monthly generation data and information to us by the end of the second month after the month of generation, regardless of whether accreditation has been granted or not
- Provide information in relation to their application for accreditation or monthly data submission as needs be
- Make new declarations at the start of each obligation year i.e. every April

1.16 All parties, generating stations, electricity suppliers, agents and participants use the Register to receive, trade and use REGOs. To obtain access to the Renewables and CHP Register you must register for an account. Full information on how to use the Register is available on our website www.ofgem.gov.uk in the 'Renewables and CHP Register User Guide'.

1.17 Non active users may access the public reports. Chapter 10 provides details of the information that is publicly available. It should be noted that the Register does not display historical information in relation to Registered Holders to the public. However users have access to this information within their account to show their transactional history.

Queries

1.18 Any queries in relation to our duties under the Regulations should be emailed to our dedicated support team on renewable@ofgem.gov.uk with the nature of the query clearly marked. Written queries should be sent to the address on the front of this document clearly marked for the attention of the Renewables and CHP Administrator.

1.19 For telephone enquiries, the team can be contacted on 020 7901 7310 during office hours.

2. Acting as an agent

Chapter Summary

This chapter explains that the operator of a generating station may appoint an agent for the administrative functions of the REGO scheme. It sets out what an agent may do and how to provide Ofgem with details of an appointed agent.

What the legislation says

2.1 The Regulations governing the REGO scheme do not directly address the appointment of agents. Accordingly, they do not expressly permit or preclude the appointment of agents. We believe that the operator of a generating station may appoint an agent to assist with the administrative functions of the REGO scheme. Responsibility for the agent's actions remains with the operator of a generating station.

2.2 It is the responsibility of agents and those appointing them to ensure that the terms of the appointment, including the extent of their authority and their actions, are in accordance with the relevant primary and secondary legislation and other requirements of the REGO scheme.

What an agent may be appointed to do

2.3 An agent may be appointed to manage all or some of the administrative tasks required to enable the operator of a generating station to receive, transfer, retire and use REGOs. This includes submitting applications for accreditation, signing declarations and submitting output data. REGOs may not be issued to an agent for their own use or benefit or for the use or benefit of another operator.

2.4 The agent will need to ensure that it has the necessary knowledge to be able to sign declarations (if authorised to do so) on behalf of the operator of the generating station. To do this, it will need to seek information and, or assurances from the operator. To ensure that a full audit trail exists, the agent will need to obtain this information in writing from the authorised signatory of the generating station.

Registration of an agent

2.5 The selection of an agent is the responsibility of the operator of a generating station. When an agent is appointed, we require written notification from the operator of the generating station stating that it has authorised an agent to act on its behalf. We have developed a standard template, the 'Agent Appointment Form', for this. A copy of the template is shown in Appendix 6 and also available from our website www.ofgem.gov.uk. The operator should send this completed form directly to us, along with a covering letter on headed paper.

Giving an agent access to the Register

2.6 If the agent is given authority for all the administrative functions on behalf of the operator, the operator can authorise the agent to be the super user of their account on the Register. In these circumstances we require the operator of the

generating station to submit a letter of authorisation on company headed paper confirming that they wish to allow the agent to act in their name. A template letter is available for operators to use which is available on from the Register.

2.7 If an agent is only given authority to administer some of the functions on behalf of the operator of a generating station then the operator must register for an account on the Register as the super user. As with any account, only the appointed super user can sign declarations. However, all other administrative processes can be dealt with by the agent to the level of authority determined by the operator.

Contact with Ofgem

2.8 Once an agent has been appointed, we shall consider the agent to be the sole contact only for the administrative processes specified by the operator of the generating station. We shall send all correspondence and information in respect of the specified tasks to the agent. It will be the agent's responsibility to inform the operator in full with regards to their specified tasks. It is the responsibility of the operator of a generating station to ensure that the agent provides all the information required under the REGO Regulations and the related administrative processes to Ofgem.

Agents acting for more than one generating station

2.9 There is no limit on the number of generating stations an agent may represent. However, in doing so, the agent acts individually for each generating station. As such, applications for accreditation and requests for REGO issue are made per generating station. The accreditation of stations and requests for REGOs may not be amalgamated. Similarly, we will issue REGOs based on the output of individual generating stations. Output submissions may not be amalgamated for a portfolio of generating stations.

Disputes

2.10 Disputes between the operator of a generating station and their appointed agent(s) are not matters for Ofgem.

Terminating an agency agreement

2.11 The operator of a generating station should inform Ofgem in writing of termination of the agreement with their agent within 14 days of the termination of the agreement. Until Ofgem receives such written notification we will continue to treat the appointed agent as the agent of the operator. The operator of the generating station may choose to appoint another agent or manage matters itself but must notify Ofgem as to their preferred course of action and details of any new agent.

3. Eligibility for REGOs

Chapter summary

This chapter provides guidance on the types of station that are eligible to request REGOs from us once accredited. In determining whether a generating station is eligible we assess each station on its own merits in accordance with the legislation.

What the legislation says

3.1 We are required to issue REGOs on the proportion of electricity generated by individual generating stations located in Great Britain and Northern Ireland using eligible 'renewable energy sources' as defined by the Regulations. The legislation is explicit as to what renewable energy sources are eligible. Before we issue REGOs to an eligible renewable generating station the generating station must be accredited by us. Chapter 4 details how the operator of a generating station can apply for accreditation. Details of the eligibility criteria are set out below.

Stations located in Great Britain (including offshore) and Northern Ireland

3.2 We can only issue REGOs for electricity produced from renewable energy sources by a generating station located in Great Britain (England, Wales and Scotland) and Northern Ireland. For the purposes of the Regulations Great Britain includes:

- the territorial sea of the United Kingdom which is adjacent to Great Britain; and
- any area designated under section 1(7) of the Continental Shelf Act 1964⁷.

3.3 REGOs can therefore be requested for electricity produced from eligible renewable energy sources by offshore generating stations located in these waters.

Electricity produced from renewable energy sources (pure and hybrid stations)

3.4 REGOs will only be issued on the proportion of electricity generated by a generating station that produces electricity from eligible renewable energy sources⁸. If a station generates electricity purely from an eligible renewable energy source we will issue REGOs on gross generation. If a station generates electricity partly from an eligible renewable energy source and partly from other energy sources, we will issue REGOs only on the proportion of electricity generated from eligible renewable sources (the exception is pumped/filled storage systems).

Individual generating stations

3.5 We will only issue REGOs on eligible renewable generation by an individual generating station. The Regulations do not define a generating station (referred to as 'plant' in the Regulations). In the absence of this, we consider the term 'generating

⁷ Regulation 2

⁸ Regulation 2

station' to have its natural or ordinary meaning unless it is used in a technical context, in which case it will have its technical meaning. The ordinary meaning of a generating station is defined in the Shorter Oxford English Dictionary as a "building and site for generating electrical current" and in the Oxford English Dictionary as a "power station for the generation of electricity".

Specific eligibility

Renewable energy sources

3.6 Eligible renewable energy sources are defined in Regulation 2 as "renewable non-fossil energy sources, that is, wind, solar, aerothermal, geothermal, hydrothermal and ocean energy, hydropower, biomass, landfill gas, sewage treatment plant gas and biogases". We have no discretion over the interpretation of whether an energy source is renewable for the purposes of issuing REGOs.

3.7 The 2009 Directive amended the definition and this took effect from 5 December 2010 in GB and NI. The change introduced aerothermal and hydrothermal as new renewable energy sources and the term 'ocean energy' to replace tidal and wave power which were previously stated in the definition. Definitions for aerothermal, hydrothermal and geothermal were introduced in the Regulations for the first time referring to 'energy stored in the form of heat'. However, it should be noted that we do not have powers to issue REGOs for heating and cooling, only electricity.

Pumped/filled storage systems

3.8 In the case of pumped or filled storage systems REGOs can only be claimed on electricity generated from water that has not previously been pumped uphill to fill the storage system⁹, ie natural run off. It is the responsibility of the operator of the generating station to ensure that records of the quantity of eligible and ineligible electricity generated from filling such storage systems are kept for audit purposes.

Biomass and waste stations

3.9 Biomass and waste are eligible renewable energy sources for the purposes of requesting REGOs. The Regulations define biomass as "the biodegradable fraction of products, waste and residues of biological origin from agriculture (including vegetal and animal substances), forestry and related industries including fisheries and aquaculture, as well as the biodegradable fraction of industrial and municipal waste". The 2009 Directive amended the definition to include references to residues of biological origin from agriculture and related industries including fisheries and aquaculture.

3.10 Stations generating electricity from biomass or waste can therefore request REGOs on the renewable proportion (the biodegradable element of the biomass or

⁹ "Storage system" means a system for the storage of water or any other substance intended for use in the production of electricity produced from renewable energy sources.

waste) of electricity generated. To determine the renewable proportion the operator of the generating station must have appropriate fuel measurement and sampling procedures in place. We typically ask that a 'Fuel Measurement and Sampling Questionnaire' is completed in order to allow us to assess the renewable percentage of the electricity being generated from the biomass or waste.

The completed FMS questionnaire should be submitted along with an application for accreditation. It should be resubmitted if new fuels are used at the station or the fuel measurement and sampling procedures at the station change. Please refer to the 'Renewables Obligation: Fuel measurement and sampling guidance' (March 2009) for advice on how to complete the questionnaire.

4. Accreditation for REGOs

Chapter summary

This chapter explains the process for applying for accreditation for REGOs. It also sets out how accreditation is awarded, what the operator of a generating station must do to maintain accreditation and the withdrawal of accreditations.

What the legislation says

4.1 In order for us to issue a REGO, we must be satisfied that the electricity in question has been generated by a renewable source. Given this, in advance of issuing a REGO, we request that the operator of a generating station provides us with the majority of the information as set out in Schedule 1 of the Regulations before making a request for REGOs (Regulation 4(4)). This must include such further information or evidence as we reasonably require for the purpose of determining the accuracy of the information provided or to satisfy us of the renewable energy source used to generate electricity. This information is requested via an accreditation application form.

How to apply for accreditation

4.2 In order to apply for accreditation the operator of the generating station must first register for an account on the Register. Guidance on how to do this and other functions of the Register is published in the Renewables and CHP Register User Guide available from the Ofgem website, www.ofgem.gov.uk.

4.3 For a generating station to be accredited for REGOs the operator must complete the Register online application for accreditation. Note, for efficiency and avoid duplication of effort the same application form may be used by the operator of a generating station to apply for accreditation for the Renewables Obligations (RO) across the UK, Feed in Tariff (for stations in GB with a capacity of between 50kW and 5MW) and Climate Change Levy (CCL) exemption for renewables (GB only, in NI this is administered by NIAUR) as well as REGOs, for an individual generating station.

4.4 The application form contains a wizard which determines the questions to be answered by each generating station based on the specifics of the station. The questions asked will provide us with the majority of the information required to make a request for the issue of REGOs (Schedule 1 – see Appendix 3 for the information required in Schedule 1). Typically generating stations using biomass or waste must also complete a 'Fuel Measurement and Sampling Questionnaire' as part of the accreditation process. Please refer to Chapter 3 on the eligibility criteria for REGOs which may have an impact on the information that you need to submit for accreditation and Chapter 5 on the metering requirements for requests for REGOs.

4.5 Prior to submitting the application form to us an 'Information Declaration' must be signed online by the account super user. The super user will be prompted to make this declaration once an application has been completed. Once an application has been submitted, an email will be sent to you confirming that we have received the application and the date of receipt.

4.6 We will endeavour to conduct an initial review your application and ask for further information, if required, within 10 working days of receipt. We cannot however guarantee a deadline for approving accreditation, assuming the generating station is deemed to be eligible to receive REGOs.

Confirmation of accreditation

4.7 Once we are satisfied that a generating station is eligible for REGOs, the operator of the generating station shall be informed that the accreditation has been approved. The letter will state the accreditation date (the date REGOs can first be requested) and the unique identification number (the accreditation ID) for the station. Accreditation does not, of itself, guarantee the issue of REGOs. That will depend on the satisfactory submission of output data and compliance with all aspects of the Regulations.

4.8 In the public reports, published on the Renewables and CHP Register, we will display information on the details of generating stations accredited for REGOs.

Accreditation date

4.9 The accreditation date will be the latter of the following:

- the date on which the generating station was commissioned, or
- the date the application for accreditation was submitted to us.

4.10 REGOs cannot be issued for generation in GB before 27 October 2003 i.e. when the Regulations came into force. For generation in NI, REGOs cannot be issued for generation prior to 1 January 2009 i.e. when we took over administration of NI REGOs under the agency service agreement. If it can be proven that electricity generated prior to the accreditation date was from an eligible renewable energy source it may be possible to issue REGOs prior to the accreditation date. The best evidence is prior accreditation for the RO or CCL exemption for renewables.

Accreditation ID

4.11 A unique REGO accreditation ID is created by the Register upon submission of an application for accreditation. For example, for a landfill gas generating station in England, we could allocate a number such as: G 00000 LG EN. The format of the accreditation ID can be explained as follows:

- G (to denote the certificate is a REGO)
- Unique station number (to denote the station that generated the renewable electricity)
- Technology code (to denote the renewable energy source used to generate electricity)
- Country code (to denote the country of generation)

4.12 The accreditation ID will be set out in all REGOs issued for renewable electricity generated by the individual generating station. Appendix 2 gives the technology and country codes.

Refusal to accredit

4.13 We will refuse to accredit a generating station in circumstances where we are not satisfied that it is capable of generating electricity from eligible renewable energy sources in GB or NI. We will also refuse to accredit a generating station if the application has been made fraudulently or by a party not entitled to apply for accreditation.

Maintaining accreditation

Changes to accreditation information/evidence provided

4.14 If there are any changes to the information and evidence provided for the purposes of accreditation, generators are required to inform us of such changes. To do this, generator must amend the application for accreditation for the generating station on the Register as soon as the change takes place. If there are technical changes to the station generators should ensure that they provide a revised schematic diagram showing the generation facilities and metering. Once amended, we will review the changes and advise whether the station is still eligible to receive REGOs. While we are considering whether the revised information affects eligibility for REGOs, REGO issue will be suspended.

Annual declaration

4.15 We require all generating stations claiming REGOs to sign an Information Declaration by 1 April each year to maintain their accreditation. This declaration is signed electronically on the Register by the account super user. Reminders will be placed on the Renewables and CHP Register to advise generators when to sign the declaration. Failure to sign the declaration annually will prevent REGO issue. This declaration asks operators to declare that

- if the generating station or fuel used by the generating station is altered or updated in any way they will notify the Authority within two weeks of the alteration occurring
- any information and/or calculations submitted to the Authority, including any information which is provided in order to determine the amount of electricity generated from eligible renewable resources, will be complete and accurate, and
- they will not knowingly or recklessly submit information which is false and they are aware that doing so could result in a criminal prosecution.

Fuel Measurement and Sampling Questionnaire

4.16 We require the operator of a generating station using biomass or waste to generate renewable source electricity to complete and resubmit the Fuel Measurement and Sampling Questionnaire when new fuels are used or when the fuel measurement and sampling procedures at the station change. This is so we have an accurate record of the fuels used and procedures undertaken at the generating station to ensure that the station is meeting the requirements of the legislation.

Withdrawal of accreditation

4.17 We will withdraw accreditation in circumstances where we are no longer satisfied that the generating station is capable of generating electricity from eligible renewable energy sources in GB or NI. This may occur, for example, where we are made aware that the station has decommissioned or where we are no longer satisfied that the information provided in relation to the generating station in the application form is accurate. Before reaching a decision, we will take account of representations made by the operator of the generating station. We will subsequently confirm our decision in writing including the date of withdrawal of accreditation as appropriate. Depending on the reason for accreditation being withdrawn, we may revoke some or all of the REGOs issued. Chapter 6 details the process for revoking REGOs.

5. REGO Certificates: Requests for the issue of REGOs

Chapter summary

This chapter explains who can request a REGO, what information must be provided and how the request should be made. It also explains how to amend a request for a REGO, once made.

What the legislation says

5.1 A REGO can only be requested for the proportion of electricity generated by an individual generating station located in GB or NI using eligible renewable energy sources. A generating station must be accredited by us before we will consider a request for a REGO. This provides us with the majority of the information to be presented in a request for REGOs (Regulation 4(4) – Schedule 1). Chapter 4 explains how accreditation is sought. The rest of the information needed is obtained at each request for REGOs.

Who can request REGO's

Operator of the generating station

5.2 Only the operator of an accredited generating station can request REGOs for the renewable electricity they generate¹⁰. The operator may appoint an agent to request REGOs on their behalf and for their benefit. Chapter 2 details the process for appointing an agent.

Stations subject to a NFFO, SRO or NI NFFO contract

5.3 Until 4 December 2010, under Regulation 4(1)(a), only the Non-Fossil Fuel Purchasing Agency (NFPA), Non-Fossil Fuel Purchasing Agency Scotland (NFPAS) or Northern Ireland Electricity (NIE), on behalf of the purchaser, were permitted to request REGOs for contracted electricity from generating stations subject to Non-Fossil Fuel Obligation (NFFO), Scottish Renewables Obligation (SRO) or NI NFFO contracts. Where NFPA, NFPAS or NIE inform us that they do not wish to request REGOs for such a station, then only the operator of the generating station will be eligible to make such a request.

5.4 The NFPA, NFPAS and NIE request REGOs on electricity generated above the contractual NFFO amount. This is referred to as Additional Metered Output (AMO). However, AMO is issued to the operator of the generating station. Operators of generating stations that use biomass or waste will need to provide fuelling information and evidence directly to us.

¹⁰ Regulation 5(1) as amended by the 2010 Regulations

5.5 Since the contracts permit all REGOs (and renewable benefits) for the benefit of the purchaser, the NFPA, NFPAS or NIE acts as the agent and continues to request REGOs on their behalf for the purchaser. Therefore following the 5 December 2010 change to allow only the operator of the generating station to request REGOs the request can and will still be made by NFPA, NFPAS or NIE acting as their agent.

Deadline to request a REGO

5.6 There is no deadline for requesting a REGO. However, all GB REGOs issued from 5 December 2010 have a shelf life of 16 months (19 months for NI REGOs) from the month of generation before they are cancelled. Therefore, a REGO must be issued before it is cancelled. Furthermore, if a supplier wishes to use REGOs for Fuel Mix Disclosure (see Chapter 8) operators must ensure that REGOs are obtained and transferred to suppliers before midday 1 July for generation that occurred in the disclosure period.

5.7 If a REGO is requested for a period of generation 16 months or older it will be issued even though technically it has been cancelled. The REGO will be cancelled at midnight on the day of issue. These REGOs cannot be used. We will carry out regular checks to ensure that these REGOs are not being used.

How to request a REGO

5.8 All requests for REGOs are made on the Register. Please refer to the Register User Guide for further information on how to do this. If a generating station also claims ROCs and Renewable LECs only one request will need to be made for a period of generation.

5.9 REGOs can only be requested for an individual generating station. We cannot amalgamate REGO requests for multiple stations. If operators have more than one accredited generating station we have developed spreadsheets to claim REGOs for multiple stations via a single upload.

Information to be provided

5.10 Before we will accept a request for REGOs all the information and evidence stated in Schedule 1 (see Appendix 3) must be submitted. The majority of this information is provided at the accreditation stage and is maintained via the Register. It does not need to be provided upon each request for a REGO. The following information however, must be provided with each request:

- the start and end dates of production of the electricity
- the total quantity (in kWh) of electricity produced by the generating station
- the quantity (in kWh) of electricity in respect of which the REGO is requested
- some biomass and waste stations submit fuel measurement information, and supporting evidence
- information on investments from support schemes the generating station or unit of electricity has received (this only needs to be provided once)
- making of the output declaration

Period of generation

5.11 A REGO cannot be requested for a period of generation less than one month¹¹. Requests for REGO must therefore be made for a calendar month or an annual period (April – March) from the accreditation date¹². There can be no deviation of the dates for an annual REGO request. The annual period is set as April – March to coincide with the annual generation period for small generators in GB (less than 50kW) requesting ROCs under the RO. Generating stations with a capacity of 50kW or greater may also make monthly claims for ROCs and Renewable LECs (the latter for GB only). As such, claims for REGOs will also be made for a calendar month. Readings should be taken for the start and end of a period for each REGO request.

Generation figures

5.12 The request for REGOs must contain the total quantity of electricity produced by the generating station along with the quantity of electricity in respect of which the REGO is requested. REGOs are claimed on the gross renewable electricity that has been generated. If a generating station uses some or all of the electricity generated on-site, they are still eligible to claim REGOs.

5.13 For stations that use biomass or waste, and any fossil fuel use during a period to generate electricity should be declared upon making a request. Where the fossil fuel use does not result in the generation of electricity, it does not need to be declared as it is not relevant to the request for REGOs. That means that fossil fuel used prior to electricity being generated would not be relevant to the total quantity of electricity produced by the station.

Metering and estimated data

5.14 Acceptable sources of electricity production figures include meter readings, supplier statements or figures from a data collector. It is the responsibility of the producer to ensure that records of the quantity of electricity produced are kept for audit purposes.

5.15 There is no specific requirement in the Regulations to have a particular meter in place. However, Regulation 6(1) requires us to issue REGOs in respect of so much (but no more) of the electricity to which the request relates only where we are satisfied that the electricity was produced from renewable energy sources. As such it is essential that an accurate meter is in place to read the electricity generated for a REGO request. Appropriate metering should be installed and a list of approved meters is published on the website for the National Measurement Office¹³. Where this is not possible, the operator of the generating station should provide information to prove that the meter will provide an accurate reading. We will assess the accuracy of any meters as part of the accreditation process.

¹¹ Regulation 4(3)

¹² The accreditation date will be stated on the accreditation letter. Please refer to Chapter 5 for information.

¹³ http://www.nmo.bis.gov.uk/content.aspx?SC_ID=290

5.16 In the event of a meter fault, estimated figures may be accepted if prior approval has been obtained from us. Records should be kept regarding the nature of the fault and should cover when the fault was discovered, how long the problem was experienced and what plans were in place to remedy the fault. The method for estimating will need to be agreed in advance. This means that the onus is on the operator of the generating station to contact us as soon as the need for estimation arises. An explanation of how this estimation has been derived should also be provided with the request for a REGO. If we are not satisfied of the basis of any estimate then REGOs may not be issued.

Investment information

5.17 From 5 December 2010 requests for REGOs must also include information on:

- whether and to what extent the generating station has benefited from investment support through any support scheme and, if so, the name of the scheme, and
- whether and to what extent the electricity for which the REGO is requested has benefited from any UK support scheme and, if so, the name of the scheme.

5.18 This information should be provided as part of the request for REGOs. We already hold details on the number of ROCs and LECs issued to generating stations. We will also obtain from NIAUR the number of NI LECs issued and present that information against each REGO issued. As such there is no need for operators to enter this information when making their submissions.

5.19 Operators will need to enter any other investments received, including Feed in Tariff (FIT) payments. Although we hold details of generating stations registered for GB FITs we do not hold information on the level of payments received since this is determined by the supplier. When providing the information operators should set out:

- the name of the investment received
- the amount, in pounds sterling (£) or the rate/kWh received (for FIT payments), and
- the date the investment was received (DD/MM/YYYY).

5.20 It should be noted that only four investments can be entered per REGO request. If operators have more than four investments to enter, additional ones should be provided with the next REGO request. Non submission of this information will not prevent REGO from being issued, however it is the responsibility of the operator to ensure that all the information in Schedule 1 is provided before making a request for REGOs.

5.21 Once investment information has been provided, it will be stored in the Register and will be visible in the REGO Investment Certificate Report. It will only need to be entered once i.e. there is no need to re-enter investment information for each output submission or if generation data has to be edited. However, if operators receive new investments in the future they will need to add that investment by entering it when making their next request for REGOs. The REGO Investment Certificate Report will then update accordingly. If a mistake is made with the information entered operators should contact us and we will correct the error on their behalf.

Output declaration

5.22 Regulation 4(5) requires that a request for the issue of a REGO must be accompanied by a declaration signed by the person making the request (or, if the person making the request is a body corporate, by a representative of that body) that –

- (a) “the person making the request is entitled under these Regulations to the issue of guarantees of origin in respect of the electricity which is the subject of the request; and
- (b) that the person making the request has not made, and does not intend to make, a request in another Member State or Northern Ireland/Great Britain for the issue of guarantees of origin in respect of the same electricity”.

5.23 This declaration is provided electronically on the Register within each request for a REGO. It must be signed by the person making the request for the REGO.

Amending a REGO request

5.24 If an error is made in the data submitted to request a REGO, e.g. output data or fuel data, the request for a REGO can be corrected, even if REGOs have been issued. This is done by editing the original data submitted and resubmitting the request. Once resubmitted we will review the changes and correct the number of REGOs issued. Please refer to the Register User Guide on how to make amend output data submissions.

Transitional arrangements

5.25 Regulation 12 of the 2010 Regulations provides transitional arrangements to deal with corrections to REGOs issued before 5 December 2010. These provisions allow for a REGO that needs to be corrected i.e. it will be corrected in kWh - the same unit that the REGO would have been issued in.

6. REGO Certificates: Issuing, Revoking, Transferring and Cancelling REGOs

Chapter summary

This chapter explains how REGOs are issued, under which circumstances we have the powers to revoke REGOs and the procedure for doing so and how a registered holder can transfer a REGO to another party via the Renewables and CHP Register. The chapter also covers the provision introduced in the 2010 Regulations to cancel a REGO and how a REGO will be cancelled and also explains the requirement to retire NI REGOs.

Issuing REGOs

What the legislation says

6.1 Where we receive a properly made request for REGOs, in accordance with Regulation 4(4) – Schedule 1, and there are no outstanding issues with the accreditation, we will issue REGOs on the renewable proportion of electricity generated¹⁴. Chapter 5 provides details on what information to be provided in a request for REGOs and how that request should be made.

6.2 We are only required to issue REGOs on the generation of renewable electricity. We are not required to issue REGOs for heating or cooling.

How REGOs are issued

Whom are REGOs issued to?

6.3 REGOs are issued to the operator of a generating station. However, where we are directed to do so, we will issue REGOs to another person¹⁵. Once issued, the person to whom the REGO was issued is defined in the Regulations as the registered holder until it is transferred. REGOs for a period of generation may only be issued to one person, we cannot split the issue to multiple parties.

Calculating how many REGOs will be issued

6.4 All requests for REGOs made before 5 December 2010 are calculated on the basis of one REGO per kWh of renewable source electricity. From 5 December 2010 onwards, following the 2010 Regulation amendments, all requests for REGOs made are calculated on the basis of one REGO per MWh of renewable source electricity. The unit of issue is dependent on the 2010 Regulation amendment date, NOT the month of generation. All claims for REGOs will be rounded up or down to the nearest whole unit

¹⁴ Regulation 6(1)

¹⁵ Regulation 6(2)

i.e. kWh or MWh, with any exact half being rounded upwards¹⁶. If less than half a MWh is generated for a period, no REGOs will be issued. Small generating stations should note that the period covered by a request can be for the annual period April – March.

Correcting REGOs issued

6.5 If from 5 December 2010 output data (or the data needed to calculate a REGO) is amended to which REGOs were originally calculated on the basis of one per kWh, any additions or revocations will also be made on the basis of one REGO per kWh. Similarly, if the REGO was originally calculated on the basis of one per MWh, any additions or revocations will also be made on the basis of one REGO per MWh¹⁷.

6.6 Where a REGO has been issued and has not been revoked, no further REGOs will be issued in respect of that electricity to which the REGO relates. If we revoke a REGO and decide it was revoked in error, we will reissue that REGO.

How will we issue REGOs

6.7 All REGOs issued will have a unique guarantee sequence number¹⁸. We will issue REGOs sequentially in ascending numerical order in respect of all the renewable electricity produced by a particular generating station during the period to which the REGO request relates¹⁹.

6.8 REGOs will be issued in a batch specifying the first and last sequence numbers only, instead of listing all the REGO sequence numbers issued. However the individual REGOs will be stored in the Register and can therefore be broken up into whole REGOs when transferred on the Register. With effect from 1 April 2008 the first REGO sequence number starts at 'zero'. Before then, REGOs were issued with the starting range of 'one'.

When will REGOs be issued

6.9 Following a request for REGOs, we will check the data submitted and determine whether we are able to issue REGOs. REGOs will be issued automatically into an operator's account on the Register. Once issued, they will remain within the Register to avoid double counting.

What does a REGO consist of?

6.10 A REGO contains the 'registered particulars' as set out in Schedule 2(1) in coded form²⁰. The information set out in Schedule 2(1) was amended with the 2010 amendment to the Regulations. Appendix 4 provides the current version.

¹⁶ Regulation 6(3)

¹⁷ Regulation 12 of the 2010 Regulations

¹⁸ Regulation 7(4)(a)

¹⁹ Regulation 7(4)(b)

²⁰ Regulation 7(3)

6.11 The REGO itself will contain details of the generating station accreditation number (which includes the country of generation and the renewable energy source from which the electricity was generated), the number of REGOs issued for the period of generation. The REGO itself will not denote whether it has been calculated based on a kWh or MWh of renewable generation, however this information is available in the 'Certificates' report on the Register.

6.12 The other information stipulated by Schedule 2(1) is held within the Register itself and published in the public 'Accredited Stations' and 'Certificates' reports. This includes such information as the date the REGO was issued and the current status of the REGO.

6.13 For example, if 105,329 REGOs were issued for October 2009 the REGOs would be issued as: "G00067LGEN0000000000011009311009GEN – G00067LGEN0000105328011009311009GEN". This REGO can be read as follows:

"G" denotes that the certificate is a REGO

"00067LGEN" is the accreditation ID for the generating station (it also shows that the station uses landfill gas to generate electricity and it is located in England)

"011009311009" from the start and end REGO ranges denotes the period of generation as October 2009

"105328" denotes the 105,329 REGOs issued in the range (with the start range as zero)

Revoking REGOs

What the legislation says

6.14 Regulation 8 provides that we are required to revoke REGOs under the following circumstances:

- we are satisfied that the information provided as part of the REGO request (Schedule 1) is incorrect in a material particular;
- the REGO has been issued on the basis of any fraudulent behaviour, statement or undertaking; or
- we are satisfied that the REGO should not have been issued, is inaccurate or was issued to the wrong person.

How we shall revoke REGO's

6.15 The reason for revocation will determine how we will revoke REGOs.

Ineligible generating stations

6.16 If we discover, possibly as a result of an audit, that a generating station was never eligible for REGOs we shall revoke all of the REGOs issued to that station. If a generating station is found to be ineligible due to a change in nature of the station following accreditation we shall revoke all REGOs issued from the date that the station became ineligible.

Incorrect data submissions

6.17 REGOs are often revoked because the information presented to request REGOs was inaccurate. In these instances we will correct the number of REGOs issued for the generation period by revoking the REGOs issued, in descending numerical order, to correct the over issue. For example, if 50 REGOs had been issued for March 2010 generation and only 20 should have been issued, we will revoke the last 30 REGOs in the sequence range. For REGOs issued before 5 December 2010, corrections will be calculated based on the original REGO unit of one REGO per kWh. For REGOs issued from 5 December 2010 corrections will be calculated on the basis of the original REGO unit of one REGO per MWh.

Notification

6.18 All REGOs will be revoked via the Register. Where we are required to revoke REGOs we will, as soon as we are able, give notice to the person to who the REGO was originally issued and the registered holder²¹. Notice will be provided by email to the Register account super user that REGOs have been revoked. Whilst notice is being given the status of the REGO will change to 'pending revoke'. REGOs cannot be transferred at this stage. Once revoked, the status of the REGO will be changed to 'revoked'.

Publishing revoked REGO's

6.19 We will publish all revoked REGOs in the Certificates Report on the public domain of the Register. Revoked REGOs cannot be recognised or used for other purposes, i.e. FMD.

Transferring REGOs

What the legislation says

6.20 Regulation 6(5) requires us to transfer REGOs from one registered holder to another if we are requested to do so by amending the Renewables and CHP Register. The Renewables and CHP Register is conclusive proof as to who holds a REGO (the registered holder²²) at any point in time²³.

Separating REGOs from the electricity

6.21 REGOs can be transferred separately from the renewable electricity. This has been made clear by Directive 2009/28/EC which provides that, "Guarantees of Origin

²¹ Registered holder is defined by Regulation 2 as being the last person to whom that REGO has been transferred or the person to whom the REGO was issued.

²² Regulation 2 defines "Registered holder as in relation to a GoO, means the person whose name is shown on the Register in accordance with paragraph 2(a) of Schedule 2 as the last person to whom that GoO has been transferred or, where there is no person so shown, the person whose name is shown on the Register under paragraph 1(a) of that Schedule as the person to whom the GoO has been issued.

²³ Regulation 7(2)

issued for the purpose of this Directive have the sole function of proving to a final customer that a given share or quantity of energy was produced from renewable sources. A guarantee of origin can be transferred, independently of the energy to which it relates, from one holder to another. However, with a view to ensuring that a unit of electricity from renewable energy sources is disclosed to a customer only once, double counting and double disclosure of guarantees of origin should be avoided. Energy from renewable sources in relation to which the accompanying guarantee of origin has been sold separately by the producer should not be disclosed or sold to the final customer as energy from renewable sources²⁴.

How to transfer REGOs

6.22 All REGOs are issued, held and transferred electronically within the Register. It records transfers of REGOs between registered holders and prospective registered holders. This helps maintain traceability of the REGOs and avoids double counting.

6.23 Where a REGO has been transferred, the Register will detail the name and address (if a body corporate, the registered or principle office) and, if a company, the registered number of the person to whom the REGO has been transferred. Revoked, redeemed or retired REGOs cannot be transferred.

6.24 Full guidance on how to transfer REGOs on via the Register is available in the 'Renewables and CHP Register User Guide'.

Cancelling REGOs

What the legislation says

6.25 The 2010 amendments to the Regulations²⁵ introduced a shelf life on REGOs. It placed a duty on us to cancel REGOs not more than 16 months after the month of generation, or the first month of generation for an annual REGO for which they were issued. The duty applies to REGOs issued from 5 December 2010 only. The change is not retrospective. Hence REGOs issued before 5 December 2010 in kWh will not be cancelled.

6.26 For **NI REGOs only** Regulation 6(6) of the 2010 NI Regulations introduced the provision to retire REGOs if we are requested to do so by the registered holder. This provision was introduced to allow NI electricity suppliers to present REGOs for NI FMD (see Chapter 8). To ensure that retired REGOs are cancelled, Regulation 6(6) provides that 19 months after the month of generation these REGOs are *deemed cancelled*. Retired REGOs will not be cancelled on the Register (they will remain with a status of 'retired').

²⁴ Paragraph 52 of the preamble to the Directive

²⁵ Regulation 7A

6.27 Once a REGO has been cancelled or deemed cancelled (NI REGOs only), or revoked, it will no longer qualify as proof that the electricity to which it relates was produced from renewable energy sources. It cannot be transferred or used.

How will REGOs be cancelled

6.28 REGOs are issued for a calendar month or the annual period, April – March. From 5 December 2010 REGOs will be cancelled 16 months from the month, or first month in an annual period, of generation to which the REGO was issued for. For example, a REGO issued on 6 December 2010, for generation in April 2010 will be cancelled, if not already revoked, retired or redeemed, at midnight 1 August 2011. A REGO issued generation for the period April 2010 – March 2011 on 4 June 2011 will be cancelled at midnight 1 August 2011. The 16 month shelf life is based on the first month of generation not the date the REGO was issued.

6.29 All REGOs will be cancelled via the Register and given the status of **'expired'** unless they already have the status of 'revoked', 'retired' or 'redeemed'. Once cancelled, REGOs cannot be traded or used. We will prevent use of cancelled REGOs by removing them from the registered holder's account. The act of revoking, retiring or redeeming REGOs has the same effect as cancelling them, in that they can no longer be used. Therefore, the status of these REGOs will not change to 'expired' 16 months after the month of generation. The 'Certificates' reports will show all cancelled REGOs with a status of 'expired' as well as all retired, redeemed and revoked REGOs.

6.30 All valid requests for REGOs will be issued. However if the REGO is issued more than 16 months after the month of generation it will be cancelled at midnight on the day of issue. These REGOs cannot be used. We will carry out regular checks to ensure that none of these REGOs are used. If used, we will inform the body to which the REGOs are used and ask them to withdraw their acceptance to use.

7. Recognising other EU Member States' GoOs

Chapter summary

This chapter explains our duty to recognise REGOs for electricity we have issued for generation in GB and NI, and GoOs issued by other EU Member States for electricity and heating/cooling. Our powers to refuse or withdraw recognition are explained. It then sets out how a request for recognition should be made and what we will do once we receive that request.

What the legislation says

7.1 Regulation 9 requires us and any competent authority²⁶ to recognise the REGOs we issue for renewable electricity generated in GB or NI.

7.2 We or a competent authority are also required to recognise electricity or heating/cooling GoOs issued by another EU Member State. It should be noted that we are required to recognise heating/cooling GoOs issued by another EU Member State even though the optional power introduced in Directive 2009/28/EC to issue heating/cooling GoOs for generation in GB or NI has not yet been implemented.

7.3 We will refuse to give recognition or withdraw recognition already given if:

- we have been requested not to recognise the GoO by the issuing body designated by the EU Member State; or
- we are satisfied that there is good reason to doubt the accuracy, reliability or veracity of the GoO²⁷.

7.4 If we refuse to recognise a GoO issued by another EU Member State or subsequently withdraw recognition we are required to notify the Commission of the European Community. If the Commission decides that we should recognise it we will subsequently do so²⁸.

Non-EU Member States

7.5 The legislation does not permit us to recognise GoOs issued for renewable generation in non-EU Member States. A full list of EU Member States can be obtained from <http://europa.eu>.

What we will recognise

²⁶ Competent authority means (a) the Authority (Ofgem); and (b) any Minister, government department, public body of any description or person holding a public office.

²⁷ Note, this provision was introduced by the 2010 amendment replacing the requirement to refuse necessary for the prevention of fraud or the GoO was issued in error.

²⁸ Regulation 9(2) and 9(7)

7.6 For GoOs issued in accordance with Directive 2001/77/EC in recognising²⁹ a GoO we are only required to recognise the following:

- the energy source from which the electricity was generated
- the dates and places of generation
- the capacity of hydroelectric stations

7.7 For GoOs issued in accordance with Directive 2009/28/EC, the requirements³⁰ are extended to the following:

- the energy source from which the electricity or heating/cooling was generated
- the dates of generation
- whether the GoO relates to electricity or heating/cooling
- the identify, location, type and capacity of the station where the energy was generated
- whether and to what extent the generating station has benefited from investment support
- whether and to what extent the unit of energy has benefited in any other way from a national support scheme
- the commissioning date of the generating station
- the date and country of issue and a unique identification number of the GoO

7.8 The Regulations impose no obligation on us to satisfy ourselves that a GoO has been properly issued. However we will do our best to make contact with the issuing body, before recognition is granted, to confirm that there are no reasons why we should refuse recognition.

How to request recognition

7.9 To request the recognition of GoOs issued by another EU Member State please do so by email to renewable@ofgem.gov.uk. Please include the subject heading as '**Request for recognition of EU GoOs**'. To enable us to consider the request the following information must be provided:

- the name of the competent body (and contact details) that issued the GoOs;
- details of the current registered holder;
- the GoO certificates, specifying the following:
 - the generating station name

²⁹ Regulation 2(1) defines the term 'recognise' as meaning to recognise in accordance with Article 5 of Directive 2001/77/EC as proof of the matters referred to in paragraph 3 of that Article only.

³⁰ Regulation 2(1) defines the term 'recognise' as meaning to recognise in accordance with Article 15(9) of Directive 2009/28/EC as proof of the matters referred to in paragraph 1 and paragraph 6(a) to (f) of that Directive.

- the commissioning date of the generating station (if the GoO was issued under the 2009 Directive);
- the capacity of the generating station
- the country of generation
- details about the investment support that the generating station and unit of energy has received (if the GoO was issued under the 2009 Directive);
- whether the GoO is for electricity or heating/cooling
- the energy source from which the electricity or heating/cooling was generated
- the period of generation
- the start and end GoO certificate number
- the total number of GoOs in the certificate range
- the total number of GoOs to be recognised (if different from the above); and
- the date, country of issue and unique identification number of the generating station;
- the status of the GoOs at the time of the request for recognition.

Confirmation/refusal to recognise

7.10 If we agree to recognise GoOs presented to us we shall confirm our agreement in writing to the person making the request. We are unable to confirm that GoOs recognised by us have not also been recognised by a competent authority in another EU Member State, although efforts will be made to contact the issuing body to confirm the GoOs were properly issued.

Recognised GoOs

7.11 We are unable to show recognised GoOs via the Register. However we will publish a list of all EU GoOs that we recognise on the Ofgem website, www.ofgem.gov.uk. This will include the details as provided by the registered holder about the GoO and the date we recognised the GoOs. The details will differ dependent upon under which Directive the GoOs were issued. Recognised electricity and heating/cooling GoOs will be published separately so they are clearly distinguishable.

GB or NI REGOs recognised by another EU Member State

7.12 If operators obtain recognition by another EU Member State for REGOs issued by us, we request that they retire these REGOs on the Register. Operators should refer to the Register User Guide at to how this is done. Operators should also hold evidence, in the case of an audit, to confirm the purpose for retiring the REGOs. This is to prevent double counting of REGOs.

8. Uses of REGOs

Chapter summary

This chapter describes the main uses for REGOs in GB and NI. It gives summary guidance on what should be done with the REGOs for them to be used for these different purposes. Full details on the options should be read before taking action.

The different uses of REGOs

8.1 Directive 2009/28/EC introduces that REGOs should be used mainly to prove FMD. This is the predominant use in GB and NI already. However in GB, REGOs are also used for Green Supply Guidelines and Greenhouse Gas Emission Reporting.

GB Fuel Mix Disclosure (FMD)

8.2 The Electricity (Fuel Mix Disclosure) Regulations 2005, No.391, introduced the requirement on all electricity suppliers in GB to disclose to their customers, and potential customers, the mix of fuels (coal, gas, nuclear, renewable and other) used to generate the electricity supplied annually, provided electricity was supplied for a full disclosure period³¹. A disclosure period is 1 April to 31 March. Suppliers must hold evidence to support the mix by midday 1 July following the disclosure period. Suppliers must disclose this information to customers by 1 October annually.

8.3 This Regulation was introduced into electricity supplier's standard licence conditions (SLC); originally SLC 30A. This condition has since been replaced by SLC 21 however the context of the condition has not changed.

8.4 The following evidence sources must be held by electricity suppliers by midday 1 July following the disclosure period to prove the share of renewable source electricity purchased for supply to customers in GB:

- GB or NI REGOs – must be held relating to generating in the disclosure period in a suppliers' Register account. We will automatically 'redeem'³² all valid REGOs³³ held in supplier's accounts at midday 1 July and compile a report as evidence of the number of REGOs held by each supplier. We will publish the report on the Ofgem website, www.ofgem.gov.uk, after confirming its accuracy with individual suppliers. We will give this evidence to DECC to compare against the figures they receive from suppliers to compile the FMD Data Table.

³¹ Article 3(6) of the Internal Market Directive 2003/54/EC Common rules for the internal market in electricity and repealing Directive 96/92/EC set the duty on all EU Member States to introduce this requirement.

³² Note, once a REGO is 'redeemed' it will no longer be shown within your Renewables and CHP Register account but will be present in the 'Certificates Reports' section of your account for information.

³³ Valid REGOs are those with a status of 'Issued' or 'Pending Transfer' at midday 1 July.

-
- EU electricity GoOs – issued by another EU Member State must be recognised by Ofgem before being used. Please refer to Chapter 7 on ‘Recognising other EU Member States GoOs’. Please note that evidence to show the supply of electricity in GB is required for the GoO to be used for FMD along with evidence that the GoOs have not been used for FMD in another EU Member State.
 - Non-EU imports/electricity exchange purchases – suppliers must hold figures that identify the amount of electricity produced from each particular energy source.
 - No evidence held – suppliers must apportion the electricity purchased for supply without evidence between energy sources to the percentages provided for under the FMD Data Table. This table is published by DECC on its website by 1 August following the disclosure period.

8.5 This information is only a summary. Full information on the evidence requirements are given in SLC 21 and the ‘Fuel Mix Disclosure by Electricity Suppliers in Great Britain – Guidelines’ available from the Ofgem website, www.ofgem.gov.uk.

NI Fuel Mix Disclosure (FMD)

8.6 Since 2008 NIAUR and the Commission for Energy Regulation (CER) have implemented arrangements that will ensure that all NI licensed electricity suppliers provide FMD information on all bills and promotional materials sent to their customers to comply with the duty introduced by Article 3(6) of Directive 2003/54/EC. The methodology for calculating the fuel mix was agreed on an all-Island basis. This is because on the island of Ireland the source of all electricity supplied is the Single Electricity Market (SEM) pool.

8.7 On 20 May 2009, NIAUR and CER published a joint consultation paper outlining the options and preferred approach for the interim FMD arrangements. Interim arrangements are required in order to calculate suppliers’ fuel mix until the enduring arrangements have been fully implemented. The preferred approach was for a methodology based on the average pool-mix and bi-lateral purchases. This requires that licensed electricity suppliers hold evidence of the electricity supplied during the disclosure period, 1 January to 31 December, by midday 1 July in the following year. REGOs must be held for any renewable electricity supplied.

8.8 Having reviewed the responses, the SEM Committee decided to adopt this approach as the basis for the interim arrangements and a decision paper was published³⁴. The interim arrangements will apply until the necessary verification and

³⁴ SEM- 09-081 *Interim Arrangements: Fuel Mix Disclosure in the SEM*, Decision paper on the interim methodology and principals for the calculation of fuel mix disclosure in the SEM

certification systems envisaged by the enduring solution³⁵ are put in place. Both papers are available from the All Island Project website, www.allislandproject.org/en/homepage.aspx.

8.9 Since a different disclosure period is used for the NI FMD to that used in GB we are unable to 'redeem' REGOs on behalf of electricity suppliers as evidence to prove the supply of electricity to customers in NI. As such, all electricity suppliers that are subject to NI FMD must 'retire'³⁶ REGOs for generation in the disclosure period themselves before they are cancelled and by midday 1 July following the disclosure period. REGOs are retired using the 'retire REGOs' functionality in the suppliers Renewables and CHP Register account. We will capture and report on all retired REGOs in a suppliers account at midday 1 July to present to the Single Electricity Market Operator (SEMO) for NI FMD purposes.

Green Supply Guidelines

8.10 Ofgem published the 'Green Supply Guidelines' in February 2009 which set out how green electricity tariffs should be marketed by energy suppliers and what they should comprise. The Green Energy Supply Certification Scheme³⁷ was set up in 2010 and is made up of an independent panel which certifies tariffs that meet the requirements under the guidelines. One of the requirements under the guidelines is evidence of supply. Specifically, a supplier will need to conform to the legal requirements relating to SLC 21 (FMD arrangements) when making any claims regarding their overall generation portfolio. Furthermore, to ensure no double or triple counting of the 'greenness' of a green tariff occurs a supplier must apply the volume test. As part of this test, a supplier must hold the requisite number of GB or NI REGOs or non GB or non NI REGOS recognised by Ofgem to support the volume of electricity supply in a green tariff

Greenhouse Gas Emissions Reporting

8.11 REGOs are used in the Defra/DECC 'Guidance on how to measure and report greenhouse gas emissions', published in October 2009. The Guidance aims to support UK organisations in reducing their contribution to climate change. It explains how to measure and report greenhouse gas (GHG) emissions and set targets to reduce them. It is intended for all sizes of business and for public and voluntary sector organisations. The guidance sets out the principles for how an organisation should account for electricity generated from 'owned or controlled' renewable sources which are backed by REGOs within the UK.

³⁵ SEM-09-033 *High Level Methodology for the Calculation of Fuel Mix Disclosure in the SEM*: Decision paper on the enduring methodology and principals for the calculation of fuel mix disclosure in the SEM

³⁶ Regulation 6(6) of the 2010 NI Regulations

³⁷ www.greenenergyscheme.org

9. Audits

Chapter summary

This chapter explains our powers to audit generating stations that request REGOs and sets out how we carry out a technical audit and the expectations on operators. Particular references are also made to audits for stations using biomass and waste, and pumped storage systems.

What the legislation says

9.1 Regulation 5 gives us powers to request access to, and to request relevant information from the operator of, a generating station. Where that access or information request is refused or ignored we may refuse to issue REGOs.

Technical audits

9.2 We carry out a programme of audits of accredited generating station on an ongoing basis. The purpose is primarily to guard against fraud and to prevent the careless submission of inaccurate information. In addition, it ensures that a generating station remains an eligible renewable generating station for the purposes of requesting REGOs and secures assurance that information provided for the issue of REGOs is correct and complies with agreed procedures on fuel measurement and sampling (where appropriate).

9.3 We would expect that all reasonable assistance be provided to our auditors. This would include granting them access to the generating station, allowing them to take samples and photographs, to inspect or test anything on the premises and remove any items for analysis or inspection, as well as inspecting or copying records. The auditors review, amongst other things, metering arrangements and the data that is submitted for requests for REGOs. Since part of the audit includes the checking of data submissions, generating stations should keep appropriate records to enable a full audit trail to be identified of the total quantity of electricity produced and the quantity of renewable electricity produced which was the basis for the REGO request.

9.4 Following an audit we will write to the operator concerned outlining any issues identified by the auditors. We expect the operator of the generating station to address these issues and report back to us. In certain circumstances we can suspend REGO issue until the issues have been satisfactorily resolved. If following audit we find that a station is not eligible to receive REGOs we may withdraw accreditation and will revoke REGOs that have already been issued. We will also revoke all or some of the REGOs issue where the results of an audit find that they had been issued incorrectly. Chapter 6 provides details on revoking REGOs.

Pumped storage system audits

9.5 For generators using pumped storage systems, information should be held on the total quantity of electricity produced as a result of filling the storage system and evidence that this quantity of electricity did not form part of the electricity for which a REGO was requested.

10. Published information

Chapter summary

This chapter summarises the different types of information we publish on REGOs.

Renewables and CHP Register information

10.1 We are required to publish the information set out in Schedule 2 of the Regulations which is contained on the Register (Regulation 7(1)). Appendix 4 to this document sets out the relevant information published under Schedule 2. We fulfil this duty by publishing the following reports on the public domain section of the Register:

- Accredited Stations report – this report includes details of those stations that we have accredited for REGOs. It is a live report and therefore should always be up to date.
- Certificates report – this report shows the details of all REGOs that we have issued, the current status of the REGO and the registered holder at any particular point in time. This report is updated daily. This report shows whether a REGO has been issued, cancelled, retired, redeemed and revoked, and whether it is pending revoke or pending transfer. It is also used to show the unit of energy to which the REGO was calculated, i.e. kWh or MWh.
- REGO Certificate Investment report – this report shows the details of any investment that a REGO accredited station has received to build or operate the generating station against the accreditation details for a generating station and the REGOs issued to that station. The report will only show REGOs issued from 5 December 2010 (MWh REGOs) since no investment details were required for REGO requests before this date. This report is updated daily. It can be downloaded in pdf format only.
 - The investment information is provided directly by the operator and therefore its accuracy, completeness and reliability is dependent on the information they provide.
 - This report also shows investment received from government support schemes for the electricity generated. Since we issue GB and NI ROCs and GB Renewable LEC we are able to provide this information from our records. NI Renewable LECs are issued by NIAUR. We will obtain this information directly from NIAUR and publish it in this report on a quarterly basis. Accuracy of this information remains with NIAUR. It should be noted that Renewable LECs are issued monthly so may not correspond with the period a REGO was issued. If this is the case the report will show the total number of Renewable LECs issued against the REGO issue period. FIT information is provided by the operator of the generating station.

Ofgem website information

10.2 We will also publish the following information on the Ofgem website, www.ofgem.gov.uk:

- GoOs issued by other EU Member States and NI that we have recognised
- REGOs issued by Ofgem that are held by licensed electricity suppliers for the GB and NI FMD rounds

Coded information

10.3 We are required to publish an explanation of how any code used in a REGO to state information is to be interpreted³⁸. The REGO itself only includes two pieces of coded information; the country and the technology. Appendix 2 explains the codes used to denote this information. Please also refer to Chapter 4 on how to read an accreditation ID and Chapter 6 on how to read a REGO certificate.

³⁸ Regulation 7(5)

Appendices

Index

Appendix	Name of Appendix	Page Number
1	The Authority's Powers and Duties	40
2	Accreditation codes	43
3	Information to be included in a request for a REGO	44
4	Information to be contained on the Register	45
5	Agent appointment form	47
6	Contact details	49
7	Glossary	50

Appendix 1 – Authority’s Powers and Duties

1.1. Ofgem is the Office of Gas and Electricity Markets which supports the Gas and Electricity Markets Authority (“the Authority”), the regulator of the gas and electricity industries in Great Britain. This appendix summarises the primary powers and duties of the Authority. It is not comprehensive and is not a substitute to reference to the relevant legal instruments (including, but not limited to, those referred to below).

1.2. The Authority's powers and duties are largely provided for in statute (such as the Gas Act 1986, the Electricity Act 1989, the Utilities Act 2000, the Competition Act 1998, the Enterprise Act 2002 and the Energy Acts of 2004, 2008 and 2010) as well as arising from directly effective European Community legislation.

1.3. References to the Gas Act and the Electricity Act in this appendix are to Part 1 of those Acts.³⁹ Duties and functions relating to gas are set out in the Gas Act and those relating to electricity are set out in the Electricity Act. This appendix must be read accordingly.⁴⁰

1.4. The Authority’s principal objective is to protect the interests of existing and future consumers in relation to gas conveyed through pipes and electricity conveyed by distribution or transmission systems. The interests of such consumers are their interests taken as a whole, including their interests in the reduction of greenhouse gases and in the security of the supply of gas and electricity to them.

1.5. The Authority is generally required to carry out its functions in the manner it considers is best calculated to further the principal objective, wherever appropriate by promoting effective competition between persons engaged in, or commercial activities connected with,

- the shipping, transportation or supply of gas conveyed through pipes;
- the generation, transmission, distribution or supply of electricity;
- the provision or use of electricity interconnectors.

1.6. Before deciding to carry out its functions in a particular manner with a view to promoting competition, the Authority will have to consider the extent to which the interests of consumers would be protected by that manner of carrying out those functions and whether there is any other manner (whether or not it would promote competition) in which the Authority could carry out those functions which would better protect those interests.

39 Entitled “Gas Supply” and “Electricity Supply” respectively.

40 However, in exercising a function under the Electricity Act the Authority may have regard to the interests of consumers in relation to gas conveyed through pipes and vice versa in the case of it exercising a function under the Gas Act.

1.7. In performing these duties, the Authority must have regard to:

- the need to secure that, so far as it is economical to meet them, all reasonable demands in Great Britain for gas conveyed through pipes are met;
- the need to secure that all reasonable demands for electricity are met;
- the need to secure that licence holders are able to finance the activities which are the subject of obligations on them⁴¹; and
- the need to contribute to the achievement of sustainable development.

1.8. In performing these duties, the Authority must have regard to the interests of individuals who are disabled or chronically sick, of pensionable age, with low incomes, or residing in rural areas.⁴²

1.9. Subject to the above, the Authority is required to carry out the functions referred to in the manner which it considers is best calculated to:

- promote efficiency and economy on the part of those licensed⁴³ under the relevant Act and the efficient use of gas conveyed through pipes and electricity conveyed by distribution systems or transmission systems;
- protect the public from dangers arising from the conveyance of gas through pipes or the use of gas conveyed through pipes and from the generation, transmission, distribution or supply of electricity; and
- secure a diverse and viable long-term energy supply,

and shall, in carrying out those functions, have regard to the effect on the environment.

1.10. In carrying out these functions the Authority must also have regard to:

- the principles under which regulatory activities should be transparent, accountable, proportionate, consistent and targeted only at cases in which action is needed and any other principles that appear to it to represent the best regulatory practice; and
- certain statutory guidance on social and environmental matters issued by the Secretary of State.

1.11. The Authority may, in carrying out a function under the Gas Act and the Electricity Act, have regard to any interests of consumers in relation to communications services and electronic communications apparatus or to water or sewerage services (within the meaning of the Water Industry Act 1991), which are affected by the carrying out of that function.

41 Under the Gas Act and the Utilities Act, in the case of Gas Act functions, or the Electricity Act, the Utilities Act and certain parts of the Energy Acts in the case of Electricity Act functions.

42 The Authority may have regard to other descriptions of consumers.

43 Or persons authorised by exemptions to carry on any activity.

1.12. The Authority has powers under the Competition Act to investigate suspected anti-competitive activity and take action for breaches of the prohibitions in the legislation in respect of the gas and electricity sectors in Great Britain and is a designated National Competition Authority under the EC Modernisation Regulation⁴⁴ and therefore part of the European Competition Network. The Authority also has concurrent powers with the Office of Fair Trading in respect of market investigation references to the Competition Commission.

⁴⁴ Council Regulation (EC) 1/2003.

Appendix 2 – Accreditation Codes

The accreditation ID uses two pieces of coded information; the country and technology. The tables below explain the codes used.

Technology

Renewable Energy Source	Code
On-shore wind	NW
Off-shore wind	FW
Solar	PV
Aerothermal	AT
Geothermal	GT
Hydrothermal	HT
Ocean energy*	OE
Hydro	HY
Filled storage hydro	HP
Filled storage system	FS
Biomass	BW
Biodegradable (industrial and municipal waste)	MW
Landfill gas	LG
Sewage gas	SG
Biogas	BG

*Ocean Energy (OE) replaced tidal power (TP) and wave power (WP) on 5 December 2010.

Country

Country	Code
England	EN
Wales	WA
Scotland	SC
Northern Ireland	NI

Appendix 3 –Information to be included in a request for a REGO

A request for a REGO must include the information detailed in Schedule 1 of the Regulations. Schedule 1 is reproduced below:

1. The name and address of the person requesting the issue of the guarantee of origin (if a body corporate, the registered or principle office) and, if a company, its registered number.
2. Where the person signing the statement required under regulation 4(5) is not the person making the request, the name and address of the person signing the statement.
3. The energy source from which the electricity (for which the guarantee of origin is requested) was produced.
4. The start and end dates of production of the electricity (for which the guarantee of origin is requested).
5. The name (if any), location, type and capacity of the installation where the electricity (for which the guarantee of origin is requested) was produced.
6. Whether and to what extent the installation specified in paragraph 5 has benefited from investment support through any support scheme and, if so, the name of the scheme.
7. Whether and to what extent the electricity for which the guarantee of origin is requested has benefited from any United Kingdom support scheme (other than that specified in paragraph (6) and, if so, the name of the scheme.
8. The date on which the installation specified in paragraph 5 became operational.
9. The quantity of electricity in respect of which the guarantee is requested, together with the total quantity of electricity produced by the installation during the period referred to in paragraph 4.
10. Such further information or evidence as the Authority may, in the particular circumstances of the case, reasonably require for the purpose of ascertaining the accuracy of the information required to be provided under paragraphs 1 to 9 above or to enable it to be satisfied that any energy source specified in paragraph 3 is a renewable energy source.

N.B. This is the 2010 Regulation version of Schedule 1.

Appendix 4 – Information to be contained on the Register

Schedule 2 provides the information to be contained on the Register as required by Regulation 7(1):

Registered particulars

1. In relation to each guarantee of origin issued in accordance with regulation 6-
 - a) the name and address of the person to whom the guarantee has been, or was originally, issued (if a body corporate, the registered or principle office) and, if a company, its registered number;
 - b) the date that the guarantee was issued;
 - c) the fact that the guarantee was issued in the United Kingdom;
 - d) an identifier, which shall include the guarantee sequence number;
 - e) the energy source from which the electricity (for which the guarantee of origin is issued) was produced;
 - f) the start and end dates of production of the electricity (for which the guarantee of origin is issued);
 - g) the fact that the guarantee relates to electricity (not heating or cooling);
 - h) the name (if any), location, type and capacity of the installation where the electricity (for which the guarantee of origin is issued) was produced;
 - i) whether and to what extent the installation specified in sub-paragraph h) has benefited from investment support through any support scheme and, if so, the type of the scheme;
 - j) whether and to what extent the unit of energy has benefited from any United Kingdom support scheme other than that specified in sub-paragraph i) and, if so, the type of scheme;
 - k) the date on which the installation became operational;
 - l) whether the guarantee has been transferred in accordance with regulation 6(5), the name and address (if a body corporate, the registered or principle office) and, if a company, the registered number, of the last person to whom it has been transferred.

Other information

For GB only:

2. A list of guarantees of origin that have been-
 - a) cancelled under regulation 7A, including the dates of cancellation;
 - b) revoked under regulation 8, including the dates of cancellation.

For NI only:

2. A list of guarantees of origin that have been-
 - a. retired under regulation 6(6) (but not revoked under regulation 8), including the dates of retirement;

- b. cancelled under regulation 7A, including the dates of cancellation;
- c. revoked under regulation 8, including the dates of revocation.

N.B. This is the 2010 Regulation version of Schedule 2.

Appendix 5 – Agent appointment form

Appointment of an Agent to Act on Behalf of a Generating Station

This form is to be completed by an operator of a generating station to notify Ofgem that an agent has been appointed to act on its behalf for the REGO scheme.

In the case of a company application, we would expect the authorised signatory to be a director of the company, the company secretary or the chief operating officer who is authorised to sign on behalf of the company.

Once completed it can be forwarded to the following address by you or the agent you have instructed to act for you
Renewables Administrator (ref: Agent Authorisation)
Environmental Programmes
Ofgem
9 Millbank
London
SW1P 3GE

Name of generating station:

Name of Operator:

Section A : Name and Contact Details of Agent

Name:

Registered address:

Registered company number:

Tel:

Fax:

Email:

Section B : Renewable Energy Guarantees of Origin

I have appointed and authorised the Agent named in Section A, to manage *on my behalf*, the functions ticked below under The Electricity (Guarantees of Origin of Electricity Produced from Renewable Energy Sources) Regulations 2003 (as amended):

- administer the accreditation of my generating station, acting as the sole contact with Ofgem for this function.
- submit output data and other information required to request a REGO under Schedule 1 of the Regulations into the Renewables and CHP Register on my behalf, acting as the sole contact with Ofgem for this function.
- request *on my behalf and for my benefit* the issue of REGOs to which I am entitled directly to my Renewables and CHP Register account, acting as the sole contact with Ofgem for this function. As such I appoint my agent to manage my Renewables and CHP Register account and sign the electronic statement on the

Renewables and CHP Register confirming that I am entitled to make the request and have not made a request, nor intend to do so, for the issue of guarantees of origin in another Member State for the same electricity.

- request the issue of REGOs and receive *on my behalf and for my benefit*, the REGOs to which I am entitled, acting as the sole contact with Ofgem for this function. As such I recognise that the REGOs will be held by the agent in their Renewables and CHP Register account on my behalf and for my benefit. I appoint my agent to sign the electronic statement on the Renewables and CHP Register confirming that I am entitled to make the request and have not made a request, nor intend to do so, for the issue of guarantees of origin in another Member State for the same electricity.
- submit to Ofgem any request, notification, statement or provision of information requested under the Regulations.

The list above does not represent all of the functions that the Agent can carry out on my behalf and does not represent the full extent of my agreement with the Agent. I have authorised the agent named in Section A to carry out the functions indicated above:

Until further notice Until the following date _____

Section C: Authorisation

By completing this section I confirm that I appoint the agent detailed in Section A for all the relevant sections above.

Name of authorised signatory _____

Position in company (where applicable) _____

Signature of authorised signatory _____

Date _____

Appendix 6 – Contact Details

Ofgem is responsible for administering the REGO scheme for GB and NI, however NIAUR retains responsibility for the legislation. Policy decisions are made by the relevant government departments, DECC and DETI. Contact details are given below for all four organisations.

Ofgem

Renewables and CHP team, Environmental Programmes
Tel: 020 7901 7310
Email: renewable@ofgem.gov.uk
Postal address: 9 Millbank, London SW1P 3GE
Website: www.ofgem.gov.uk

DECC

Carolyn Potts, Renewables Obligation Team, Office for Renewable Energy Deployment
Tel: 0300 068 6157
Email: Carolyn.Potts@decc.gsi.gov.uk
Postal address: 3 Whitehall Place, Westminster, London SW1A 2AW
Website: www.decc.gov.uk

NIAUR

Frankie Dodds, Social & Environmental
Tel: 028 9031 6631
Email: Frankie.Dodds@uregni.gov.uk
Postal address: Queens House, 14 Queen Street, Belfast BT1 6ED
Website: www.uregni.gov.uk

DETI

Olivia Martin, Sustainable Energy Branch
Tel: 028 9052 9381 (ext: 29381)
Email: Olivia.Martin@detini.gsi.gov.uk
Postal address: Netherleigh, Massey Avenue, Belfast BT4 2JP
Website: www.detini.gov.uk

Appendix 7 – Glossary

A AMO	Additional metered output
C CER CCL	Commission for Energy Regulation Climate Change Levy
D DECC DETI DNC DTI	Department for Energy and Climate Change Department of Enterprise, Trade and Investment (NI) Declared net capacity Department of Trade and Industry
E EU	European Union
F FIT FMS	Feed in Tariff Fuel measurement and sampling
G GB GoO	Great Britain Guarantee of Origin
K kW kWh	Kilowatt Kilowatt hour
M MW MWh	Megawatt Megawatt hour
N NFFO NFPA NI NIAUR NIE NI-NFFO	Non-Fossil Fuel Obligation Non-Fossil Fuel Purchasing Agency Northern Ireland Northern Ireland Authority for Utility Regulation Northern Ireland Electricity Northern Ireland Non-Fossil Fuel Obligation
O Ofgem	Office of Gas and Electricity Markets
R REGO RO	Renewable Energy Guarantee of Origin Renewables Obligation
S SEM SEMO SRO	Single Electricity Market Single Electricity Market Operator Scottish Renewables Obligation
U UK	United Kingdom