Renewable Electricity Support Scheme

RESS 1 Technical Information Pack

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1. Introduction

The aim of this Technical Information Pack is to provide information to prospective RESS 1 Applicants prior to the publication of the Qualification Information Pack, which is due to be published on 09/03/2020. This information will enable prospective RESS 1 applicants to start gathering key information that will be required to be included in the Application for Qualification.

Applicants should submit Applications for Qualification through the online portal, which will be the only mechanism for an Applicant to complete and submit an Application for Qualification.

In this Technical Information Pack, prospective RESS 1 applicants will find the necessary forms that will need to be provided in the Application for Qualification. Included also are connectivity details regarding the online portal that will be used to complete the Application for Qualification.

An updated RESS 1 Auction Timetable has also been included in this pack to outline key dates that will take place throughout the year for the RESS 1 Auction.

All forms and declarations found within this pack are based on the RESS 1 Terms and Conditions. Where there is a difference between this Technical Information Pack and the RESS 1 Terms and Conditions, the latter takes precedence. Prospective RESS 1 Applicants should ensure they are fully aware of the obligations that arise in the RESS 1 Terms and Conditions.

The key documents included in this Technical Information Pack include:

- RESS 1 Auction Timetable (R1AT)
- RESS 1 Bid Bond Applicant Submission Form (R1BB1)
- RESS 1 Bid Bond Applicant Return Form (R1BB2)
- RESS 1 Application for Review Form (R1AR)
- RESS 1 Notice of Withdrawal Form (R1NW)
- RESS 1 Notice of Dissatisfaction (R1ND)
- RESS 1 Landowner Consent Confirmation (R1LCC)
- RESS 1 Templates for Director Declarations (R1DDs)
- RESS 1 Online Portal - Connectivity Information (R1CI)

This Technical Information Pack will explain the background to each of the documents included herein.

PLEASE NOTE THIS PACK IS BEING ISSUED TO GIVE PROSPECTIVE RESS 1 APPLICANTS INFORMATION IN ADVANCE OF ISSUANCE OF THE QUALIFICATION INFORMATION PACK. ALL INFORMATION IN THIS TECHNICAL INFORMATION PACK SHOULD BE REGARDED AS DRAFT. THE FINAL VERSION OF THESE DOCUMENTS WILL BE INCLUDED IN THE QUALIFICATION INFORMATION PACK.

It is preferable that all documents are typed and if this is not possible they must be completed using block capitals. **It is important to note that all documents uploaded to the portal must be in .pdf.**

2. Contact Details

Below you will find contact details for the RESS team in EirGrid. In order to contact the RESS team, please submit your query to the email address provided below and the RESS team will endeavour to respond to your query as soon as possible via email. As this is a formal process, all queries will be address via email.

RESS1 Qualification & Auction Processes
Postal: FAO: RESS Auction Delivery EirGrid, Block 3 The Oval, 160 Shelbourne Road, Ballsbridge, Dublin 4, D04 FW28, Ireland **Email:** RESS@eirgrid.com

EirGrid are committed to ensuring that Applicants have all the necessary information they need in order to participate in the RESS 1 Auction. There will be regular weekly Q&A sessions whereby we clarify technical points over the course of the Application for Qualification submission window.

3. RESS 1 Auction Timetable

The latest RESS 1 Auction Timetable (R1AT) v2.0 is included in this Technical Information Pack.

4. RESS 1 Bid Bond Applicant Submission/Return Forms

A Bid Bond means a cash security lodged by an Applicant in respect of an Application for Qualification in accordance with the RESS 1 Terms and Conditions.

Each Applicant (other than those for Community Zero-Bond Projects) must provide a Bid Bond to the TSO by the Bid Bond Posting Date. The Bid bond value in RESS 1 is €2,000 per MW, where the MW value is the Offer Quantity for the RESS 1 Project (The "Bid Bond Required Amount").

In this section there are two forms relating to Bid Bonds which ***must*** be fully completed and submitted as part of the Application for Qualification by all Applicants (including Community Zero-Bond Projects). The two forms to be uploaded to the online portal are described in more detail below:

4.1 RESS 1 Bid Bond Applicant Submission Form

When an Applicant is submitting an Application for Qualification in respect of the RESS 1 Auction, they must post a Bid Bond in a single payment to be cleared in the TSO RESS Account no later than the Bid Bond Posting Date. As part of this process, all sections of this form (R1BB1) must be completed and signed by a director. This form must be issued on company headed paper.

It is vital that this form is completed correctly; in particular, it is important that the RESS 1 Application Reference **(as assigned in Application for Qualification: RESS1-4 Digits)** is included within the payment reference when a payment is being made in order for the TSO to safely and securely link a submitted Bid Bond to a RESS 1 Project.

4.2 RESS 1 Bid Bond Applicant Return Form

When an Applicant (including Community Zero-Bond Projects) is submitting an Application for Qualification in respect of the RESS 1 Auction, they must also submit a RESS 1 Bid Bond Applicant Return Form (R1BB2). This form will be used by the TSO where a Bid Bond is to be returned to an Applicant. This form must be issued on company headed paper and be signed by a director.

[Please note that the Bid Bond process will be included in the Qualification Information Pack to be issued on 09/03/2020. The Bid Bond process will detail the circumstances when a Bid Bond is returned to an Applicant and those when a Bid Bond is drawn down in accordance with the RESS 1 Terms and Conditions.]

5. RESS 1 Application for Review Form

In accordance with the RESS 1 Terms and Conditions, an Applicant who considers that the TSO has not applied the Terms and Conditions correctly in the Provisional Qualification Decision, can submit an Application for Review (R1AR) to the TSO. **The Application for Review must be received by the TSO no later than two working days after receipt by the Applicant of the Provisional Qualification Decision.** This form can be signed by an authorised user.

6. RESS 1 Notice of Withdrawal

An Applicant, who has submitted an Application for Qualification in respect of the RESS 1 Auction and who no longer wishes to participate in the RESS 1 Auction, can issue a Notice of Withdrawal (R1NW) to the TSO. **The Notice of Withdrawal must be received by the TSO no later than the Final Withdrawal Date in the RESS 1 Auction Timetable.** This notice can be signed by an authorised user. The Notice of Withdrawal is irrevocable and the Application for Qualification will not be considered further for the RESS 1 Auction.

7. RESS 1 Notice of Dissatisfaction

An Applicant who, following a TSO decision with respect to an Application for Review, considers that the TSO has not applied the Terms and Conditions correctly in their decision on the Application for Qualification or the Application for Review, can submit a Notice of Dissatisfaction (R1ND) to the Minister (copying the TSO). The Applicant should detail the relevant provisions of the RESS 1 Terms and Conditions that they consider have not been applied correctly by the TSO.

The Notice of Dissatisfaction must be received by the Minister no later than two working days after receipt of the TSO decision. The notice should be accompanied by the TSO decision in respect of the Application for Review. This form can be signed by an authorised user.

8. RESS 1 Landowner Consent Confirmation

The RESS 1 Applicant must possess and demonstrate control of the Site of the RESS 1 Project and the right to access this Site for the purposes of developing and operating the RESS 1 Project.

Compliance with this requirement must be evidenced by the Applicant submitting a RESS 1 Landowner Consent Confirmation Form (R1LCC) in line with the RESS 1 Terms and Conditions. This form must be witnessed and signed by a solicitor. **It must also be signed by a director.**

9. RESS 1 Director Declarations

There are seven director declarations to be included in the Application for Qualification; six of which are as per the RESS 1 Terms and Conditions and one which is needed by the TSO to accept an Application for Qualification by one of the two nominated authorised users. All seven director declarations must be made by way of an individual sworn affidavit.

Templates for each of the seven director declarations are included in this Technical Information Pack.

The seven director declarations to be attached to the Application for Qualification include:

- Declaration of Planning Consent (R1DD1)
- Declaration of Grid Connection (R1DD2)
- Declaration of Financeability (R1DD3)
- Declaration of New Project (R1DD4)
- Declaration of Bidding Independence (R1DD5)
- Declaration of Community-Led Project (R1DD6)
- Declaration of User Authorisation (R1DD7)

10.RESS 1 Online Portal - Connectivity Information (R1CI)

An online portal will be made available to the Applicant to complete and submit an Application for Qualification in respect of the RESS 1 Auction.

The RESS team issued communications on 18/02/2020 seeking primary and secondary contact information (mobile number and email address) for each RESS 1 Project. The nominated contacts that have been provided to the TSO should receive an email in the coming days inviting them to test connectivity which will take them to the online portal landing page.

The primary and secondary contacts provided to the TSO will be referred to as Authorised Users. An Application for Qualification will only be accepted by the TSO if it is submitted by one of the two nominated authorised users.

When an authorised user accesses the online portal from the Qualification Application Opening Date, they will be directed to an Application for Qualification for their respective RESS 1 Project.

In order to access the online portal and test connectivity in advance of the Qualification Application Opening Date, the Authorised User will receive an email invitation with a link, username and temporary password. On navigating to the link, they will be required to enter the username and password. After login, they will receive a code on their mobile phone, which they will use to complete their registration. They will also be asked to change their password.

On each subsequent visit to the portal, they will be issued with a code to their mobile phone which must be entered to complete the logon. This is to ensure a high level of security on the portal.

Should an authorised user forget their password they can click the "forgot password?" link. They will receive a new, temporary password to the email address they provided. An authorised user should allow up to one working day for this to arrive. If the email cannot be found in the authorised users' normal inbox, they should check their spam or junk folders.

The contact email address for those experiencing difficulties accessing the online qualification portal is RESS1.2020.support@eirgrid.com

It is strongly recommended that authorised users take the opportunity to test connectivity to the portal and ensure that their credentials are working correctly.

If you have not submitted your contact details to the RESS team and you wish to submit an Application for Qualification for a RESS 1 Project please follow this link. It will bring you to the RESS page on the EirGrid website where you will find instructions and the form that needs to be completed in order to get access to the online portal.