



**PSEG Long Island Aggregator Eligibility Requirements**

**For the**

**Dynamic Load Management Tariff Program**

## **AGGREGATOR ELIGIBILITY REQUIREMENTS**

Aggregators must meet the following requirements in order to participate in PSEG Long Island's Commercial System Relief Program and the Distribution Load Relief Program (collectively the "Program"). These requirements do not apply to PSEG Long Island's customers who aggregate  $\leq 50\text{kW}$  and enroll accounts at multiple locations where they own or operate the facilities.

Aggregators must be able to demonstrate that they can comply with each of the following requirements:

1. Aggregators must have systems and processes in place to be able to respond to demand response events pursuant to notification through PSEG Long Island's prescribed notification system;
2. Aggregators must have systems and processes in place to ensure that enrolled customers respond to demand response events within demand response Program-specific required time periods; and
3. Aggregators must have systems and processes in place to electronically submit enrollments to PSEG Long Island using the enrollment system established and modified by PSEG Long Island.

PSEG Long Island shall have the right to review aggregator eligibility and processes to ensure that these requirements are met.

### **Eligibility Operating Procedures and Additional Requirements**

1. Unless indicated otherwise, Aggregators seeking to participate in the Program must meet all eligibility criteria to be eligible to submit enrollments. Each Aggregator must complete and submit an Aggregator Registration Form which can be found in Appendix 1 below.
2. If an Aggregator does not meet the required eligibility criteria by the enrollment deadline, it can submit enrollments on a voluntary basis or at the next available enrollment deadline per the Dynamic Load Management tariff, as long as it has met the required eligibility criteria.
3. PSEG Long Island will advise the Aggregator, by e-mail, if the submitted information meets the Dynamic Load Management tariff requirements.
4. An Aggregator shall notify PSEG Long Island of any major changes in the information submitted within seven (7) calendar days of such change.

5. An Aggregator shall advise PSEG Long Island within seven (7) calendar days of any change in an enrolled customer's pledged load relief.
6. The load relief obligation and performance during any test or events shall be based on the original contract amount.
7. Aggregators must provide PSEG Long Island with the information contained in the enrollment form including account and meter number, name, phone number, and email address of each authorized customer enrolled in their program.
8. Aggregators must accurately describe any services and products they offer to PSEG Long Island customers and may not engage in any form of misleading or deceptive marketing conduct as defined by State or Federal law, or by LIPA.
  - 8.1. Customer complaints concerning marketing practices will be investigated by PSEG Long Island or an Aggregator within seven (7) calendar days of receipt of the complaint.
  - 8.2. Complaints concerning marketing practices that cannot be resolved by PSEG Long Island or the Aggregator will be referred to the New York State Department of Public Service Office of Consumer Services.
  - 8.3. Aggregators found to be marketing non-existent services to PSEG Long Island customers or that are using deceptive marketing practices as determined by PSEG Long Island or the New York State Department of Public Service Office of Consumer Services may be suspended from enrolling new customers until the violations are corrected. Customers currently being served by the suspended Aggregator will be informed by PSEG Long Island of the availability of additional participating demand response Aggregators.
  - 8.4. If an Aggregator exits the Program during the Capability Period, PSEG Long Island may reach out to the Aggregator's customers and encourage them to participate in the Program.
9. Customers can download energy usage data information through their MySmartEnergy Portal in CSV or Green Button (.XML) format and electronically forward to an aggregator of their choosing. In MySmartEnergy Portal customers can add a secondary user to any account(s). Adding a user provides access to data only and will not have access to account billing information.
10. An Aggregator must maintain proof that each customer has been informed of its enrollment in the Program. If the Aggregator is unable to furnish such proof upon request by PSEG Long Island, payments to the Aggregator for that customer will be withheld until the Aggregator is able to provide the required proof. The burden

of proof can be met by including the required information in the contract entered into with a customer and/or by any record of communication with a customer such as e-mail, fax, or recorded conversations.

11. Aggregators must maintain legally binding customer contracts for customers they enroll in the Program. An Aggregator may be required to provide to PSEG Long Island any contract for a customer that is part of the Aggregator's current year's capability period portfolio.

- 11.1. If proof of an Aggregator's customer contract is needed, PSEG Long Island will notify the Aggregator with a formal request through e-mail.

- 11.2. Aggregator shall provide the requested information to PSEG Long Island within seven (7) calendar days of the request.

12. If multiple Aggregators claim to have enrolled the same customer for the same Capability period, PSEG Long Island may review the customer's contract with one or more Aggregators to settle the dispute as to who has the right to represent a customer in PSEG Long Island's Program.

- 12.1. If only one Aggregator is able to provide a contract allowing it to enroll the customer in question into the Program that is in conflict, then that Aggregator will be permitted to represent that customer.

- 12.2. If more than one Aggregator is able to provide a valid contract allowing it to enroll the customer in question into the Program that is in conflict, then the final authorization will be at the customer's discretion.

- 12.3. If no Aggregator is able to provide a valid contract for the customer, then the program enrollment that is in conflict for those Aggregators will be rejected.

- 12.4. If payments were made for all or part of the current year's capability period to an Aggregator that was found to not have a valid contract with a customer, then the payments for that year, or part of that year, may be adjusted to reflect only enrollments for which that Aggregator processes a valid contract.

13. Non-compliance with one or more of the Aggregator Requirements or Eligibility Operating Procedures set forth in this document may result in the denial or revocation of an Aggregator's eligibility to participate in PSEG Long Island's Program.

Appendix 1

Aggregator Registration Form

# PSEG Long Island Commercial System and Distribution Load Relief Program

## Aggregator Registration Form

Aggregators must submit an Aggregator Registration Form as evidence of their intent to provide load relief as part of the Demand Response Program in accordance with the Long Island Power Authority's Dynamic Load Tariff. Please complete the information below to register as an Aggregator in the Commercial System Relief Program (CSR) and the Distribution Load Relief Program (DLRP). By completing this form, you are consenting to enroll PSEG LI customers in the Commercial System Load Relief Program and the Distribution Load Relief Program. EnergyHub and/or PSEG Long Island may reach out to you regarding further information on your application. For full program rules please visit the latest tariff managed by the Long Island Power Authority.

### Aggregator Information

Company Name (Legal and DBA): \_\_\_\_\_

Contact Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

### Certification and Signature

This agreement is to affirm participation as an Aggregator in PSEG Long Island's Commercial System and Distribution Load Relief Program. By signing this application you certify that you are authorized to represent the participating Customer(s), and acknowledge that you are responsible for providing accurate Customer data, and Customer participation will comply with LIPA's Dynamic Load Management Tariff approved May 22, 2019.

I agree to the Terms & Conditions set forth in the Commercial System and Distribution Load Relief Program.

Print Name and Title of Authorized Signatory: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_