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1.0 Document Purpose

1.1 Preamble

The following Diagrams summarise the end-to-end Journey of Flexibility Service Providers (FSPs) when participating in National Grid Distribution System Operator flexibility procurement activities. The process varies slightly between the annual Long Term trades and our weekly Short Term trades during the 'Trades' section.

We will update this document ahead of the launch of our Day Ahead procurement.

1.2 About Our Procurement Activities

National Grid DSO facilitates its procurement activity through its online portal, <u>Market Gateway</u>. FSPs seeking to deliver flexibility services should register on the Market Gateway and complete the prequalification requirements to enable their eligibility to enter into flexibility Trades.

Pre-qualification is always open and can be completed at any time. Further Guidance can be found on the National Grid DSO <u>website</u>.

1.3 About Our Engagement Activities

In addition to our formal engagement activities, we are happy to engage with interested parties at any time, please email nged.flexiblepower@nationalgrid.co.uk.

Where registration for engagement activities are TBC, we will update this document and the National Grid DSO website as early as possible after these are known.

1.4 Modifications

We reserve the right to amend, add or remove procurement and engagement activities at any time and will update this document accordingly and periodically when required.

1.5 Further Guidance and Contact

Document	Description
Flex in Five	A brief overview of flexibility
End to End Market Gateway Guide	A guide through the process of using Market Gateway for trades
Participation Diagrams	An overview of the steps to participation
Procurement and Engagement Timetable	Timetable and dates of our activities
Guidance for Electricity Distribution FSPs	A complete in-depth guide to flexibility

The Flexibility team can be contacted with the details below.

Contact us:

nged.flexiblepower@nationalgrid.co.uk

2.0 Long Term Trades

Commercial Qualification Market Gateway

Technical Qualification Market Gateway

Trades Market Gateway Delivery
Flexible Power
Portal

- Register organisation on Market Gateway and receive log in details
- 2. Digitally sign Overarching Contract
- 3. Download and complete Billing Form and return to the Commercial Team
- 4. Receive Award Letter to confirm qualification success
- Receive email to confirm Flexible Power Portal Account

- 1. Register assets though the Market Gateway Interface, or via an API upload. You can also bulk upload with a CSV
- 2. We will check your assets and approve them within 24 hours. You will be notified of Approved or Rejected assets with an explanation
- Approved Assets can then be assigned into a Meterable Unit (MU)
- 4. Prove metering for an MU through Flexible Power Portal to confirm communication. Assets within MUs will then be set to Ready To Trade status

- Flexibility
 requirements will be
 populated into the
 calendar view
- Respond to requirements by selecting times of availability and providing a bid price
- 3. Awarded availability and accepted cleared price will be available to view in Market Gateway after Trade Awards are announced, and Trade Award Letters will be sent to successful FSPs
- 4. Awarded availability will be visible in Flexible Power Portal ahead of the delivery requirements to support day ahead delivery when availability is utilised

- Deliver flexibility services as per dispatch start/stop signals over API and in line with your awarded delivery requirements
- 2. Submit metering for MUs over API or through manual upload so we can measure delivery
- 3. Performance and earnings reports and Invoices available to view in Flexible Power Portal

3.0 Short Term Trades

Commercial Qualification Market Gateway Technical Qualification Market Gateway

Trades

Market Gateway

Delivery
Flexible Power
Portal

- 1. Register organisation on Market Gateway and receive log in details
- 2. Digitally sign Overarching Contract
- 3. Download and complete Billing Form and return to the Commercial Team
- 4. Receive Award Letter to confirm qualification success
- Receive email to confirm Flexible Power Portal Account

- 1. Register assets though the Market Gateway Interface, or via an API upload. You can also bulk upload with a CSV
- 2. We will check your assets and approve them within 24 hours. You will be notified of Approved or Rejected assets with an explanation
- Approved Assets can then be assigned into a Meterable Unit (MU)
- 4. Prove metering for an MU through Flexible Power Portal to confirm communication. Assets within MUs will then be set to Ready To Trade status

- 1. Flexibility
 requirements will
 be populated into
 the calendar view
 from Thursday to
 Tuesday
- 2. Respond to requirements by selecting times of availability and providing a bid price
- 3. Awarded availability and accepted cleared price will be available to view in Market Gateway after Midday Thursday
- Deliver flexibility services as per dispatch start/stop signals over API and in line with your awarded delivery requirements
- 2. Submit metering for MUs over API or through manual upload so we can measure delivery
- 3. Performance and earnings reports and Invoices available to view in Flexible Power Portal

national**grid** > DSO

Flexibility Markets Team

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