

## BECOMING A BC HYDRO TRANSMISSION CUSTOMER

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### 1.0 OVERVIEW

BC Hydro operates according to its [Open Access Transmission Tariff](#) (OATT), which sets out the rates, terms and conditions by which BC Hydro conducts business with Transmission Customers. BC Hydro rates for transmission service are set out in Rate Schedules 01 to 10 of the OATT. BC Hydro recommends all Eligible Customers read the appropriate sections of the OATT to understand the terms and conditions of transmission service with BC Hydro and the rights and obligations of BC Hydro Transmission Customers.

BC Hydro's [Open Access Transmission Tariff](#) (OATT) requires that all transmission service requests be made on BC Hydro's OASIS (Open Access Same-Time Information System). This Business Practice outlines the procedures to register and be enabled on BC Hydro's OASIS as a Transmission Customer of BC Hydro. An Eligible Customer is required to:

- register with the North American Energy Standards Board (NAESB) as described in Section 2 of this Business Practice;
- obtain an OATI digital certificate as described in Section 3 of this Business Practice; and
- apply to become a Transmission Customer of BC Hydro as described in Section 4 of this Business Practice.

For transmission service on neighbouring systems, consult with the [Alberta Electric System Operator](#) (AESO) and [Bonneville Power Administration](#) (BPA) websites.

These Business Practices provide clarification of the rules, standards and practices used by BC Hydro to implement its OATT. While the terms of BC Hydro's OATT and these Business Practices govern, customers should also refer to the NAESB WEQ Business Standards, WECC Regional Criteria, and WECC Regional Business Practices, which BC Hydro has followed in most, but not all, respects. BC Hydro also complies with the Mandatory Reliability Standards adopted by the BCUC.

## 2.0 NAESB REGISTRATION

The webRegistry is managed by NAESB for the ongoing development and implementation of OASIS and Electronic Tagging System (ETS) and for the registration of Transmission Providers and Transmission Customers. However, it is sustained by the Open Access Technology International, Inc. (OATI) per NAESB instructions. webRegistry registration is a required step in obtaining access to OASIS and ETS.

To access the webRegistry system at <https://www.naesbwry.oati.com/NAESBWRY/sys-login.wml>, an Eligible Customer can contact OATI at [support@oati.net](mailto:support@oati.net) or its contact support personnel directly at (763) 201-2020. An Eligible Customer will require a DUNS number from Dun and Bradstreet, which can be obtained by calling (800) 333-0505 or via Duns and Bradstreet's website <http://www.dnb.com/get-a-duns-number.html>.

After completing registration, the customer's information will be included in the webRegistry, which will then be propagated into the OASIS and ETS systems.

## 3.0 OATI DIGITAL CERTIFICATE

An OATI digital certificate is necessary for Eligible Customer to access and/or transact on OASIS and ETS. Obtain the digital certificate by following the registration procedures at <http://www.westtrans.net/registration.html>.

It is the responsibility of the Eligible Customer's Security Officer to ensure that each user has a security certificate and is authorized to transact on OASIS and ETS.

## 4.0 REQUEST TO BE A BC HYDRO TRANSMISSION CUSTOMER

To become a Transmission Customer of BC Hydro, the Eligible Customer must complete and upload (as required) all applicable customer registration forms, described below, and located in the [agreements](#) section of our website.

For Long-Term Point-to-Point transmission service (service for a minimum term of one year), an Eligible Customer must complete Steps 2 and 3 above, as well as the Contact Information in the [agreements](#) section of our website, before submitting a Transmission Service Request (TSR) on OASIS. Prior to the execution of a Long Term Service Agreement, the Transmission Customer will be required to complete all the steps identified in the [agreements](#) section of our website.

For Short Term Point-to-Point transmission service (service for a term less than one year), an Eligible Customer must complete Steps 2 and 3 above, and all steps identified in the [agreements](#) section of our website, before submitting a TSR on OASIS. This requirement is the same for an Eligible Customer wishing to acquire both Short Term and Long Term Point-to-Point transmission service.

The following forms are located under the [Supplemental Documents and Customer Registration Forms](#) section and are required to be uploaded for registration to be complete:

**4.1 Sworn Statement**

Confirmation by the Eligible Customer that it does not have any affiliates that own, control or operate any transmission facilities. If the Eligible Customer has affiliates that own, control or operate any transmission facilities, it will need to declare them in Section 3 of the Umbrella Agreement.

**4.2 Shipper's Declaration Form**

To be completed by the Eligible Customer if it intends to export energy from Canada to the United States or Mexico. The Eligible Customer is declaring that the property is being shipped for export from Canada within the meaning of Sections 1 or 15.2 of Part VII of Schedule VI; and that the freight transportation service supplied by the carrier (BC Hydro) is part of a continuous outbound freight movement within the meaning of Section 7 of Part V11 of Schedule VI to the (Canadian) Excise Tax Act. An Eligible Customer must complete and return a Shipper's Declaration form in order to qualify for GST zero-rated transmission charges on electricity exports. Refer to BC Hydro's OATT Business Practice on *Settlements & Billing* for further information.

**4.3 NEB (National Energy Board) Permit**

To be obtained by the Eligible Customer if it intends to export energy generated from Canada to the United States or Mexico. The customer can contact the NEB at (403) 292-4800 or via its website <http://www.neb-one.gc.ca/>.

Per Section 5.3 of the OATT, BC Hydro may refuse to provide transmission service to facilitate the export of electricity from Canada if BC Hydro has not been supplied with a copy of the exporter's permit or license issued by the NEB.

**4.4 Creditworthiness**

Attachment L of the OATT contains the creditworthiness provisions and is supplemented by the [BC Hydro OATT Credit Procedure](#) ("the OATT Credit Procedure").

**4.5 Supply of Ancillary Services**

**4.5.1 Power Losses**

The Eligible Customer must upload the Supply of Power Losses form with its election as part of the registration process.

Per Section 15.7 of the OATT, real power losses are associated with all transmission service and it is the Transmission Customer's responsibility to replace losses as calculated by BC Hydro. The Transmission Customer may elect

to self-supply losses per Rate Schedule 10 or purchase Loss Compensation Service from BC Hydro per Rate Schedule 09.

#### 4.5.2 Ancillary Services

Pursuant to Section 3 of the OATT, Ancillary Services are needed with transmission service to maintain reliability within and among the Balancing Authorities affected by the transmission service. A Transmission Customer must demonstrate it has acquired Ancillary Services from another source or inform BC Hydro which Ancillary Services it will purchase from BC Hydro, per Rate Schedules 05 – 08, prior to the commencement of service requested.

#### 4.6 **Umbrella Agreement**

Pursuant to Sections 13.4 and 14.4 of BC Hydro’s OATT, an Umbrella Agreement is to be completed by the Eligible Customer if it is requesting Short Term Firm or Non-Firm Point-to-Point Transmission Service(s).

Upon satisfying the Creditworthiness requirement, the Eligible Customer must execute and upload the Umbrella Agreement on the BC Hydro portal. Upon full execution of the agreement, the Eligible Customer is a Transmission Customer of BC Hydro. BC Hydro will upload the fully executed Umbrella Agreement to the Transmission Customer’s account on the BC Hydro Transmission Customer portal.

Upon satisfying the above requirements, as appropriate, BC Hydro will notify the Transmission Customer when it can transact on BC Hydro’s OASIS.

## 5.0 REGISTRATION FORMS CHECKLIST FOR BECOMING A BC HYDRO TRANSMISSION CUSTOMER

Form	Status
<input type="checkbox"/> Sworn Statement	Required if Eligible Customer does not have any affiliates that own, control or operate any transmission facilities
<input type="checkbox"/> Shipper's Declaration Form	Required if Eligible Customer intends to export energy or capacity from Canada to the US or Mexico to be GST exempt
<input type="checkbox"/> NEB Permit	Required if Eligible Customer intends to export energy generated from Canada to the US or Mexico
<input type="checkbox"/> Letter of Credit or Guarantee	Required
<input type="checkbox"/> Supply of Power Losses	Required
<input type="checkbox"/> Election of Supply of Ancillary Services	Required if Eligible Customer wishes to purchase Ancillary Services from BC Hydro
<input type="checkbox"/> Umbrella Agreement	Required for Short Term Firm and Non-Firm Point-to-Point transmission service

## 6.0 VALID SOURCE AND/OR SINK

Transmission Customers should validate that its source and/or sink is registered in the webRegistry. Transmission Customers need to verify with [BC Hydro Wholesale Market Services](#) that its source and/or sink is linked to a valid BC Hydro POR and/or POD (refer to BC Hydro's OATT Business Practice on *Posting of Transmission Service Offerings* for information on valid BC Hydro Path Name and Point of Receipt and Point of Delivery combinations). If a new POR and/or POD are to be added, BC Hydro will register the appropriate POR and/or POD with the webRegistry and OASIS. This will take approximately one (1) week. BC Hydro will advise the Transmission Customer once the registration is complete.

## 7.0 QUERIES

For additional information or questions regarding the customer registration process, please contact [WholesaleMarketServices@bchydro.com](mailto:WholesaleMarketServices@bchydro.com).

**Document Change History**

<b>Issue</b>	<b>Reason for Issue</b>	<b>Date</b>
3	Updated links for customer registrations forms, tariff, and removing reference to customer portal	July 22, 2015
2	Updated NERC registration requirements to EIR registration requirements, & updated current language.	December 9, 2013
1	Updated with procedures for registration on the BC Hydro portal. Previously Business Practice 1.	November 1, 2010

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