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## Introduction

The ELRP Aggregator Manager Service is a service provided by Sygration to companies that are registered in the IESO Emergency Load Reduction Program and provide an Aggregation service to their own customers. IESO ELRP Participants receive notification of ELRP events for the current or next day. Aggregators should use the ELRP Aggregator Manager site to create an ELRP Event for their own customers, and notify these companies of such event by email. The message should direct each company to the ELRP Response Facility site, where users can log on and enter their company's response to each event. The administrator can view responses by each company and when all companies have entered their responses, he can close the ELRP Event which prevents users from making changes.

Note: Your client's custom Help page will say "*The ELRP Reponse Facility is a service provided by (your company name)*".

## System Access

Access the ELRP Aggregator Manager system is restricted to subscribers of the service and is granted by Sygration. It is intended for companies that provide an Aggregation service and are participating in the IESO ELRP Program. Once an administrator has been granted access, he may create User accounts for his own customers, which will allow them to log into the ELRP Response Facility to view events and enter responses.

Note: Your client's custom Help page will say "(your custom message here)".

## Select Aggregator Screen

The Select Aggregator screen is used when the administrator manages two or more Aggregator accounts. Each Aggregator may have many customers participating in the ELRP program, however, the administration of the service may be managed by a third-party. This allows that third-party to easily switch between Aggregators.

# ELRP Aggregator Manager

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## Aggregators

Some administrators can manage more than one Aggregation Company. Select the Aggregator you wish to administer.

Aggregator ID	Aggregator Name	Expires	Active	Select
ENERSOURCE	Enersource Hydro Mississauga	15-Sep-2008	Y	
LDCSAMPLE	Sample LDC	15-Aug-2008	Y	
VERIDIAN	Veridian Connections Inc.	15-Sep-2008	Y	

Change the Aggregator you wish to work on by clicking on the View icon on the right.

The screen lists all Aggregators which the administrator has been granted access to. If the Aggregator is Active (as set by Sygration) the administrator can select to work on its participants, events, and responses by selecting the View icon to the right of each company name. Once selected, the context for the application will switch to that Aggregator and only information for that Aggregator will be shown in all remaining windows. The most obvious way of detecting this is the change in the Logo in the upper right corner.

## Participant Settings Screen

The Participant Settings screen is used to manage the companies and users that are participating in the Aggregator's ELRP Program.

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## Participant Settings

Enter the Details on the Company and assign a User Login Account.

Enabled  Disabled

Company ID: ATLANTIC

Company Name: Atlantic Grocery Inc

Comments: Responds with reduced main lighting and adjustments to store temperature.

User ID: willy

[Change Pass](#)

Access:  Enabled  Disabled

User Name: Bill Williams

Email: willy@atlantic.com

Phone: 905-456-7654

Last updated by Y thilbig

## LDCSAMPLE Participant List

Enbl	Company ID	Company Name	UserID	Users Name	Active	Edit/Del
<input checked="" type="checkbox"/>	ACME	Acme Stuff	dennis2	Dennis Artfull	Y	
<input checked="" type="checkbox"/>	ACME	Acme Stuff	john5	John Smith	Y	
<input checked="" type="checkbox"/>	ALISTORM	Alistorm Industries	alistorm	All Jones	Y	
<input checked="" type="checkbox"/>	ATLANTIC	Atlantic Grocery Inc	willy	Bill Williams	Y	
<input checked="" type="checkbox"/>	BGSTORAGE	Berts Cold Storage	bertstorage	Bert Smith	Y	
<input checked="" type="checkbox"/>	DENNISCO	Dennis Two-Timing Company	dennis3	Dennis Artfull	N	
<input checked="" type="checkbox"/>	FIRECO	Fire Blasting of Toronto Inc	sammy	Sam Brooke	Y	
<input checked="" type="checkbox"/>	SYGRATION	Sygration Data Centre	jarson	Jarson Bagner	Y	
<input checked="" type="checkbox"/>	WALLYWORLD	Wally World Entertainment Part	jane	Jane Smith	Y	

Create a New Participant Company by selecting the  button and then entering the information about the Participant and its User's account.

- **Enabled/Disabled** button is used to allow or deny the Participant access to the system

- **Company ID** is a short name used to identify the Participant (example ACME)
- **Company Name** is the full name of the company (example Acme Cold Storage Ltd.)
- **Comments** is information regarding the Participant that you find useful.
- **User ID** is a login ID (account name) which will be used by the representative of the participant when responding to events (example, jsmith).
- **Access Enabled / Disabled** will allow or deny the user to access his company's ELRP Response Facility.
- **User Name** is the full name of the User (example, John Smith)
- **Email** is the email address of the user (example jsmith@acme.com)
- **Phone** is the phone number of the user (example 416-555-1212)


After entering all of the above information, you can save the new participant and user by selecting the Apply **Apply** button. Once the information has been selected, an additional link will be provided to allow you to set or change the user's password.

- **Change Password** link is available after you have created a new user and will appear next to the User ID on the edit form. Click on this link to bring up a small dialog window for changing the user's password.

The system ensures each User ID is unique across all Sygration applications, so you may find that a desired User ID is already in use by another application and is not available to you. If you receive a message indicating the new User ID is already in use, you should select another (perhaps slightly different) User ID. If you are sure the conflicting ID is for the same person, who perhaps received a separate Sygration account, contact Sygration for linking access to your application.

**Adding another User ID to a Participant Company** can be done if you need to grant access to multiple people associated to one Participant. Start by selecting the Clear **Clear** button to clear the input screen. Type in the exact Company ID of the participant you wish to add another user ID, along with the rest of the company and user settings. Any company names or comments will overwrite the previous information.

**Edit a Participant Company or User** by locating the Participant and User in the in the Participant List (table) and selecting the Clear **Clear** button to the right of the row. This will load the participant and user record into the edit section of the page, where you can change any attributes. If you have multiple users associated with the company, any changes to the company information will effect all users. When you are done, select the Apply **Apply** button.

**Delete a Participant and User** by locating the Participant and User in the in the Participant List (table) and selecting the Trash Can  icon. If other users are associated with the participant, then only the selected user record will be deleted. If the selected user was the only (or last) user associated with the participant, then both user and participant records will be deleted. A confirmation window will appear in either case to ensure you want to carry out the deletion.

Note: If you delete a participant that had previously entered ELRP responses, then the responses will remain and the company still remains but is hidden from view. Contact Sygration if you require the record to be completely removed.

## ELRP Events Screen

The ELRP Events screen is used to create new ELRP events, based on notification of such event by the IESO (by a method arranged between the Aggregator and IESO). By creating a new ELRP event, you will be allowing your participating customers to enter their company's response through the ELRP Response Facility.

## ELRP Aggregator Manager

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### Event Settings

Create, Open or Close ELRP Events or set Active Hours. User can enter data only for Events that are Open.

EVENT DATE	<input type="text" value="20070907"/> (YYYYMMDD)	<input checked="" type="radio"/> OPEN <input type="radio"/> CLOSED
Comments:	<input type="text" value="The IESO has issued potential need for Emergency Load Reductions from HE14 to HE17 inclusive."/>	
Active Hours:	<input type="checkbox"/> HE9 <input type="checkbox"/> HE10 <input type="checkbox"/> HE11 <input type="checkbox"/> HE12 <input type="checkbox"/> HE13 <input checked="" type="checkbox"/> HE14 <input checked="" type="checkbox"/> HE15 <input checked="" type="checkbox"/> HE16 <input checked="" type="checkbox"/> HE17 <input type="checkbox"/> HE18 <input type="checkbox"/> HE19 <input type="checkbox"/> HE20	
Last updated by thibig 19-Sep-2007 12:43:15		
Email should include a link to this Event: <a href="http://www.sygration.com/elrpuser?aid=LDCSAMPLE&amp;date=20070907">http://www.sygration.com/elrpuser?aid=LDCSAMPLE&amp;date=20070907</a>		
<input type="button" value="Apply"/> <input type="button" value="Clear"/>		

### Recent ELRP Events

Event Date	Status	HE9	HE10	HE11	HE12	HE13	HE14	HE15	HE16	HE17	HE18	HE19	HE20	Edit
20070905	OPEN										Y	Y	Y	
20070907	OPEN						Y	Y	Y	Y				

**Create a new Event** by selecting the Clear  button and then entering the information for the Event. Provide the Date of the event (YYYYMMDD) and select the hours which the IESO have declared as being active. You can also provide a Comment for the event, which will be shown to the users when they view or edit their response to the event. Leave the status of the new Event as Open, which allows users to enter and make update to their responses. Click on the Apply  button to save the event information in the database.

- **Open Events** allow users to enter or change their responses in the ELRP Response Facility
- **Closed Events** block users from making changes, but allow them to view their responses

**Edit an Event** by clicking on the View icon on the right-side of the list of Recent ELRP Events. The Recent ELRP Events table shows all events you have created in the last 10 days, along with all events that are still Open regardless of their age. Once selected, the information will be copied to the entry form above. You may not change the event date of previously created events, however, if entered by accident you may Close the event and indicate the error (or test status) in the Comments. Always press the Apply button for your change to take place.

**Selecting Active Hours** When creating an event, you must select the Active Hours for the event. Users may enter a MWh quantity in their ELRP Response Facility screen only for hours that you have determined to be Active. Be careful not to select the wrong hours, as deselecting the hours will also delete any responses that a user has already entered for that particular hour.

**Delete Event Option** Each Aggregator also has a choice of allowing his administrators the ability to Delete a ELRP Event. This option is set by Sygration and would be useful when testing the system, but is dangerous in production as an administrator may accidentally erase valid events and their responses. If the option has been set, you will see an additional Trash Can icon to the right of each event in the listing table. Contact Sygration if you wish to have this option enabled or disabled.

## ELRP Responses Screen

The ELRP Responses screen shows the responses that your participating companies have provided to ELRP events through the ELRP Response Facility. The window includes a table of all recent Events (within 10 days) as well as all Open Events (regardless of age). Click on the View icon of the Event you are interested in to see the response information for that Event.

# ELRP Aggregator Manager

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## Select a Recent ELRP Event

Event Date	Status	Last Update	View
05-Sep-2007	OPEN	thibig 19-SEP-2007 12:41:51	
07-Sep-2007	OPEN	thibig 19-SEP-2007 12:43:15	

### 07-Sep-2007 Event – Event Status: OPEN

Company Responses to the ELRP Event are shown below.

Consecutive Hours	HE09	HE10	HE11	HE12	HE13	HE14	HE15	HE16	HE17	HE18	HE19	HE20	Last Update
<b>2 Hours</b>													
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	
<b>3 Hours</b>													
Acme Stuff						6.3	4.1	5.2	4.8				dennis2 at 06-Sep-2007 16:10:16
Alistorm Industries						2.8	9.6	2.3	1.4				alstorm at 06-Sep-2007 23:42:16
Test Company Incorporated						3.7	9.3	6.7	3.4				tomh at 06-Sep-2007 19:51:15
Wally World Entertainment Part						4.7	9	1.4	9.7				jane at 06-Sep-2007 23:12:12
Sub-Total	0	0	0	0	0	17.5	32	15.6	19.3	0	0	0	
<b>4 Hours</b>													
Atlantic Grocery Inc						8.6	.9	7.9	4.7				willy at 06-Sep-2007 19:29:20
Berts Cold Storage						8.3	1.6	10	8.9				bertstorage at 06-Sep-2007 21:23:58
Dennis Two-Timing Company						9.2	7.2	4.2	.5				dennis3 at 06-Sep-2007 16:15:14
Fire Blasting of Toronto Inc						9	7.6	9.5	4.1				sammy at 06-Sep-2007 13:10:02
Sygration Data Centre						2.3	7.3	3.3	6.2				jerson at 06-Sep-2007 19:31:08
Sub-Total	0	0	0	0	0	37.4	24.6	34.9	24.4	0	0	0	
<b>Total (MWh)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>54.9</b>	<b>56.6</b>	<b>50.5</b>	<b>43.7</b>	<b>0</b>	<b>0</b>	<b>0</b>	

[Launch IESO ELRP Portal](#)

MWh quantities for each active hour is shown and grouped by the number of consecutive hours they choose (2, 3 or 4 hours). A sub-total of quantities for each hour is shown along with the grand total. As the Aggregator, you must separately determine what quantities and consecutive hours you will submit to the IESO for the ELRP Event.

Note: As long as the ELRP Event remains Open, your participant companies can make changes to their Responses. Before submitting the aggregated information to the IESO you must Close the ELRP Event (in the ELRP Events window) to block any further changes by participants.

## History Screen

The History Screen allows you to view all historical ELRP Events and the responses submitted by your participant companies. You may select the amount of history to view, as 1 month, 3 month, 6 month or a full year, and the list of ELRP Events will be shown in a table. The status of each Event and the number of responses are also shown and you may click on the View icon, which will bring you to the ELRP Responses screen for viewing the details of the response.

# ELRP Aggregator Manager

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Select the amount of History  1mo  3mo  6mo  1yr

### Full Event History for 1yr:

Historical Responses to the ELRP Event are shown below. Click on an Event to see details.

Event Date	Status	Response Count	Updated By	View
19-Aug-2007	CLOSED	1	thibig at 06-Sep-2007 00:47:38	
30-Aug-2007	CLOSED	0	thibig at 06-Sep-2007 00:47:43	
05-Sep-2007	OPEN	1	thibig at 19-Sep-2007 12:41:51	
06-Sep-2007	CLOSED	1	thibig at 19-Sep-2007 12:41:55	
07-Sep-2007	OPEN	9	thibig at 19-Sep-2007 12:43:15	

## Sending Email to Participants

The Aggregator must send the ELRP alert to his list of Participants. The message should contain a link that will return the Participant to the Sygration site, but include the Event Date and Aggregator ID so the login screen can display the correct branding logo.

The date format is always YYYYMMDD, therefore September 12, 2007 would be 20070912.

Note: A sample link for including in the email message would be:

<http://www.sygration.com/elrpuser?aid=COMPANYID;date=20070912>

## IESO ELRP Program Information

"The Emergency Load Reduction Program (ELRP) is a voluntary program that creates incentives for electricity consumers to help address the reliability needs of the province. ELRP became available in June 2006, and is intended to be an ongoing feature of the IESO-administered market. Distributors, aggregators, and large industrial loads can all play an important role in helping to reduce energy use during critical peak periods and help the IESO to avoid the use of control actions such as emergency energy purchases and voltage reductions, while receiving payments from the IESO for participating."

"When the IESO foresees the possibility of an emergency event, the ELRP process is initiated on the day-ahead or day-at-hand. This process begins with a notification to participants, followed by a voluntary submission of offers by participants, and if needed, activation of those offers by the IESO. In exchange for a commitment to reduce a specified number of MW, participants will be paid a standby payment of \$15/MW until activated, at which time participants would be paid up to \$600/MW for actual measured and verified reductions." [Source: IESO]

For more information on the IESO ELRP Program, visit the ELRP Page at [www.ieso.ca/imoweb/elrp/elrp-index.asp](http://www.ieso.ca/imoweb/elrp/elrp-index.asp)

## Terms & Conditions

BY USING THE SYGRATION ELRP AGGREGATOR MANAGER SERVICE YOU AGREE TO THE FOLLOWING TERMS:

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