

# RESS 4 Qualification Process (R4QP)

01/05/2024

Where an Applicant is seeking to participate in the RESS 4 Auction in respect of a RESS 4 Project, it shall submit an Application for Qualification to the Auction Administrator using the required documentation set out in the Qualification Information Pack by the Qualification Application Closing Date. The Auction Administrator shall consider and review an Application for Qualification and determine whether the relevant Applicant is eligible to participate in the RESS 4 Auction in respect of the RESS 4 Project in accordance with the RESS 4 Terms and Conditions

Revision	Date	Description	Originator
V1	01/05/2024	QP RESS 4	EirGrid



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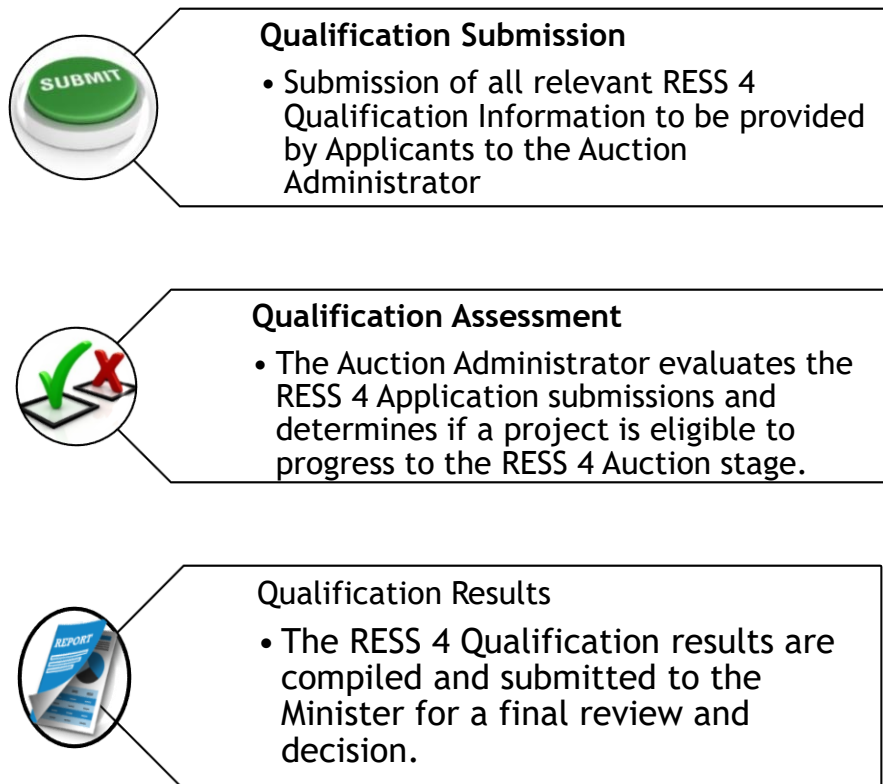
# 1 Introduction

## 1.1 Background and Purpose

In accordance with provisions set forth in the Terms and Conditions for the fourth onshore Competition under the Renewable Electricity Support Scheme published in May 2024 and pursuant to Public Service Obligations imposed under Section 39 of the Act, the Auction administrator is responsible for administering RESS 4. The following sections describe the:

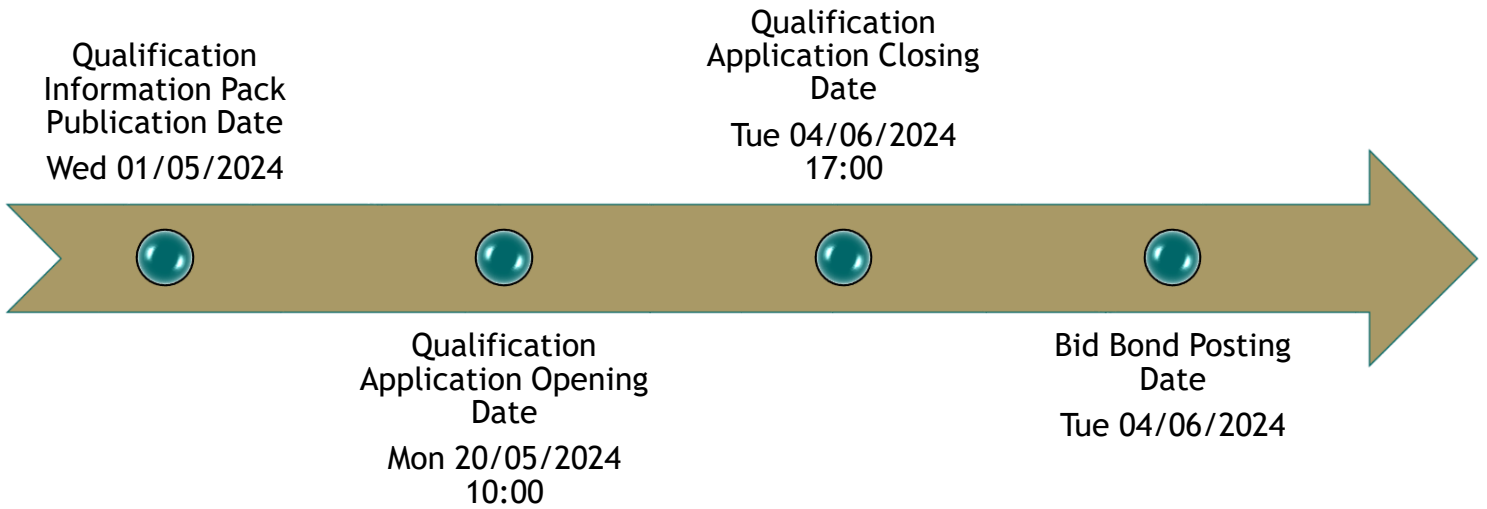
- Qualification process steps for sections 8.2 and 8.3 of the Terms and Conditions, and
- The Roles and Responsibilities and obligations of each entity.

In accordance with section 6 of the RESS 4 terms and conditions, all Applicants must provide evidence to the Auction Administrator with the Application for Qualification that the eligibility requirements set out in Section 6 have been met. The Auction Administrator must be satisfied that all eligibility criteria set out in the RESS 4 Terms and Conditions have been met for that particular RESS 4 Applicant to participate in the RESS 4 Auction. The RESS 4 Qualification process consists of the following high level steps:



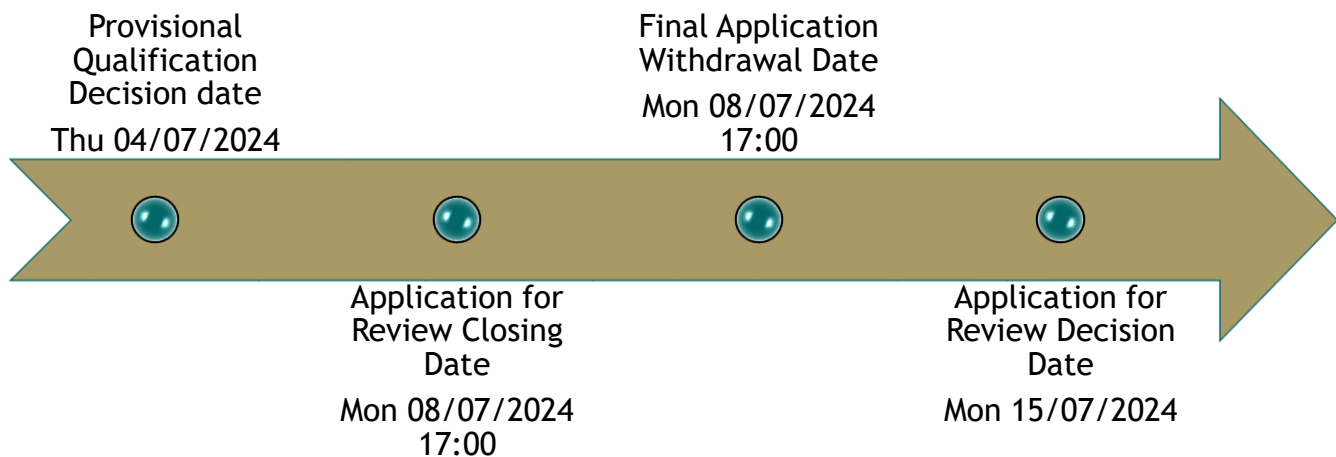
# 2 Qualification Dates and Times

DECC have published a series of timelines to which the Auction Administrator and RESS 4 Applicants are obliged to adhere. The Key Qualification Dates are:



## Qualification Dates

<p><b>Qualification Information Pack Publication Date</b></p> <ul style="list-style-type: none"> <li>The date by which the Qualification Information Pack is published by the Auction Administrator.</li> </ul>	<p><b>Qualification Application Opening Date</b></p> <ul style="list-style-type: none"> <li>The opening date for submission of Applications for Qualification.</li> </ul>	<p><b>Qualification Application Closing Date</b></p> <ul style="list-style-type: none"> <li>The last date an Applicant can submit an Application for Qualification in respect of the RESS 4 Auction.</li> </ul>	<p><b>Bid Bond Posting Date</b></p> <ul style="list-style-type: none"> <li>The last day on which a Bid Bond may be paid by the Applicant in the Auction Administrator RESS Account.</li> </ul>
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## Review & Withdrawal

### Provisional Qualification Decision date

- The indicative date by which Provisional Decisions will be issued by the Auction Administrator.

### Application for Review Closing Date

- The last day by which an Applicant can submit an Application for Review to the Auction Administrator.

### Final Application Withdrawal Date

- The last date an Applicant can withdraw their Application for Qualification in respect of the RESS 4 Auction.

### Application for Review Decision

- The date by which the Auction Administrator shall complete a review of any relevant Provisional Qualification Decision and issue its decision to the relevant Applicant.

Qualification Decisions  
Submission Date  
Wed 17/07/2024

Final Qualification  
Decisions Date  
Fri 26/07/2024



# Qualification Decisions

## Qualification Decisions Submission

- The indicative date for submission of Provisional Qualification Decisions to the Minister.

## Notice of Dissatisfaction by Participants Date

- The final Date by which a Notice of Dissatisfaction can be submitted to the Minister.

## Final Qualification Decisions Date

- The indicative date for issuance of Final Qualification Decisions to Applicants.

# 3 Qualification Process Steps

Step	Step Description	Timing	Method	By From	To
1	Final RESS 4 Timetable Published	Wed 01/05/2024	EirGrid Website	Auction Administrator	Applicants
2	Qualification Information Pack Publication Date. The Auction Administrator publishes the Qualification Information Pack containing all the material that Participants require to submit their Applications for Qualification.	Wed 01/05/2024	EirGrid Website	Auction Administrator	Applicants
3	Register on RESS Auction Platform. The Applicant submits the required information and waits for account to be authorised by the Auction Administrator.	From Wed 01/05/2024	RESS Auction Platform	Applicants	Auction Administrator
4	The Auction Administrator reviews submitted registration information and authorises RESS Auction Platform account. Applicants test RESS Auction Platform Access by logging on with their Username and Password.	From Wed 01/05/2024	RESS Auction Platform	Auction Administrator	Applicants
5	Qualification Application Opening Date. This is the date and time from which RESS 4 Applicants can start completing their RESS 4 Applications for Qualification	Mon 20/05/2024 10:00	RESS Auction Platform	Applicants	Auction Administrator
6	Applicants submit all RESS qualification data in the format requested through the RESS Auction Platform. Section 6 Eligibility Requirements of the RESS 4 Terms and Conditions describes all the data and information that participants <b>must</b> provide in order to qualify for the RESS 4 Auction. <b>Note</b> the RESS Auction Platform will not allow the submission of incomplete RESS 4 Applications for Qualification.	By Tue 04/06/2024 17:00	RESS Auction Platform	Applicants	Auction Administrator
7	RESS 4 Applicants pay Bid Bonds on or before the Bid Bond Posting Date. A Bid Bond is a cash security to be lodged by Applicants in accordance with the Terms and Conditions. The Bid Bond is paid to the Auction Administrator RESS bank account using the Application Reference number (RESS-1-4 digits) generated by the RESS Auction Platform.	By Tue 04/06/2024	Auction Administrator RESS Bank Account	Applicants	Auction Administrator RESS Bank Account
8	Qualification Application Closing Date. This is the last date an Applicant can submit an Application for Qualification in respect of the RESS 4 Auction. It will not be possible to submit an application after 17:00.	Tue 04/06/2024 17:00	RESS Auction Platform	Applicants	Auction Administrator
9	The Eligibility Requirements for Qualification are assessed by the Auction Administrator. The Auction Administrator assesses the qualification data submitted through the RESS Auction Platform to check that all data submitted is in line with Section 6 Eligibility Requirements of the RESS 4 Terms and Conditions.	From: Tue 04/06/2024 17:00	Internal Process and Work Procedures	Auction Administrator	

Step	Step Description	Timing	Method	By From	To
10	The Auction Administrator may request clarifications from the Applicant.	From: The week of the 17 <sup>th</sup> of June	RESS Auction Platform and Email	Auction Administrator	Applicants
11	The Applicant submits clarifications within the format and timeframe specified in the clarification request.	From: The week of the 17 <sup>th</sup> of June	RESS Auction Platform and Email	Applicants	Auction Administrator
12	A Provisional Qualification Decision is made by the Auction Administrator and issued individually to Applicants.	Thu 04/07/2024	RESS Auction Platform	Auction Administrator	Applicants
13	Applicant views Provisional Qualification Decision.	From: Thu 04/07/2024	RESS Auction Platform	Applicants	
14	The Applicant may request a Review of an Application for Qualification by the Application for Review Closing Date if they consider that the Auction Administrator has not applied the Terms and Conditions correctly in making the Provisional Qualification Decision. The Applicant fills out the <b>RESS 4 Application for Review Form (R4AR)</b> Template (published in the Qualification Information Pack) which can be found on the EirGrid website and submits this form via the RESS Auction Platform.	By Mon 08/07/2024 17:00	RESS Auction Platform	Applicants	Auction Administrator
15	Where an Applicant is no longer seeking to participate in the RESS 4 Auction in respect of a RESS 4 Project, it shall submit a Notice of Application Withdrawal ( <b>RESS 4 Notice of Application Withdrawal Form (R4NAW)</b> ) to the Auction Administrator prior to the Final Application Withdrawal Date using the required documentation set out in the Qualification Information Pack.	By Mon 08/07/2024 17:00	RESS Auction Platform	Applicants	Auction Administrator
16	Receipt of the Notice of Withdrawal is acknowledged by the Auction Administrator.		RESS Auction Platform	Auction Administrator	Applicants
17	Auction Administrator reviews Application for Review and issues its decision to the relevant Applicant within five Working Days.	Mon 15/07/2024 17:00	RESS Auction Platform	Auction Administrator	Applicants
18	The Auction Administrator prepares Final Qualification Decisions and submits a <b>RESS Final Qualification Decisions Report</b> to the Minister for approval.	From Wed 17/07/2024	Email	Auction Administrator	DECC

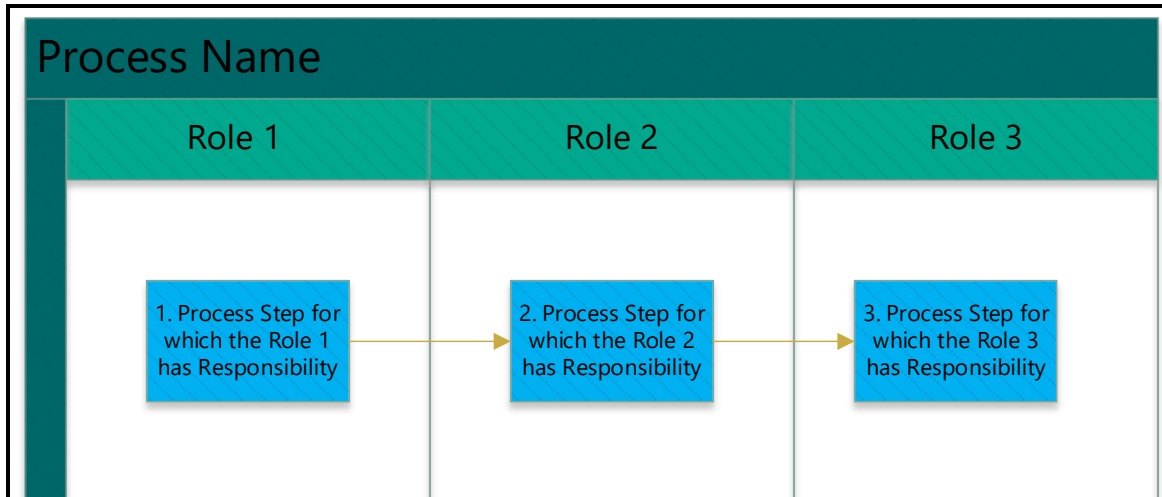


Step	Step Description	Timing	Method	By From	To
19	Following receipt of the Auction Administrator Review decision the Applicant may submit a <b>Notice of Dissatisfaction form R4ND</b> to the Minister by the Notice of Dissatisfaction by Participants Date. The Minister shall consider the Provisional Qualification Decisions submitted by the Auction Administrator, the Auction Monitor report (in accordance with the Information Paper) and any Notices of Dissatisfaction submitted by Applicants in respect of a Final Qualification Decision The Notice of Dissatisfaction template can be found in the Qualification Information pack on the EirGrid website. The completed Notice of Dissatisfaction form should then be emailed to the DECC mailbox at RESS@decc.gov.ie	By Fri 19/07/2024	Email	Applicants	DECC
20	RESS Qualification Approval given by the DECC Minister in formal letter to the Auction Administrator.		Letter of Approval	DECC	Auction Administrator
21	Final Qualification Decisions are issued to the Applicants through the RESS Auction Platform. Applicants can log onto the RESS Auction Platform to view their RESS Qualification results.	Fri 26/07/2024	RESS Auction Platform	Auction Administrator	Applicants

# 4 Process Structure and Legends

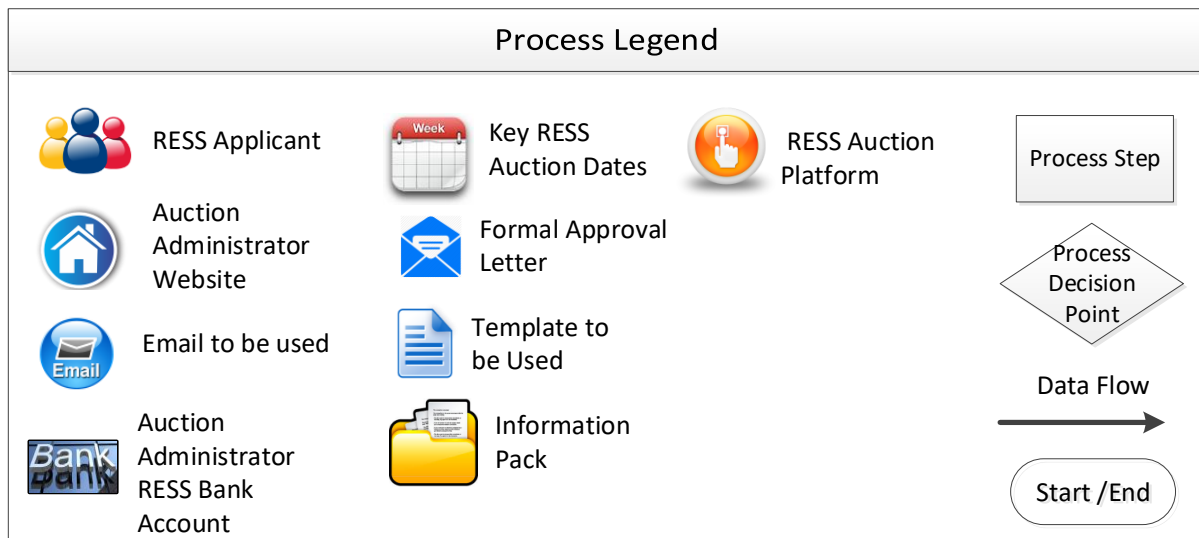
The following process flow diagrams are made up of columns that identify who are responsible for what activities. Typical roles include the:

- RESS Applicant
- Auction Administrator
- DECC



Example of Roles and Responsibilities swim lanes

Within the process diagrams we use various symbols or legends to make the process diagrams more intuitive to the reader. The diagram below illustrates some of the symbols we use in our process flows.

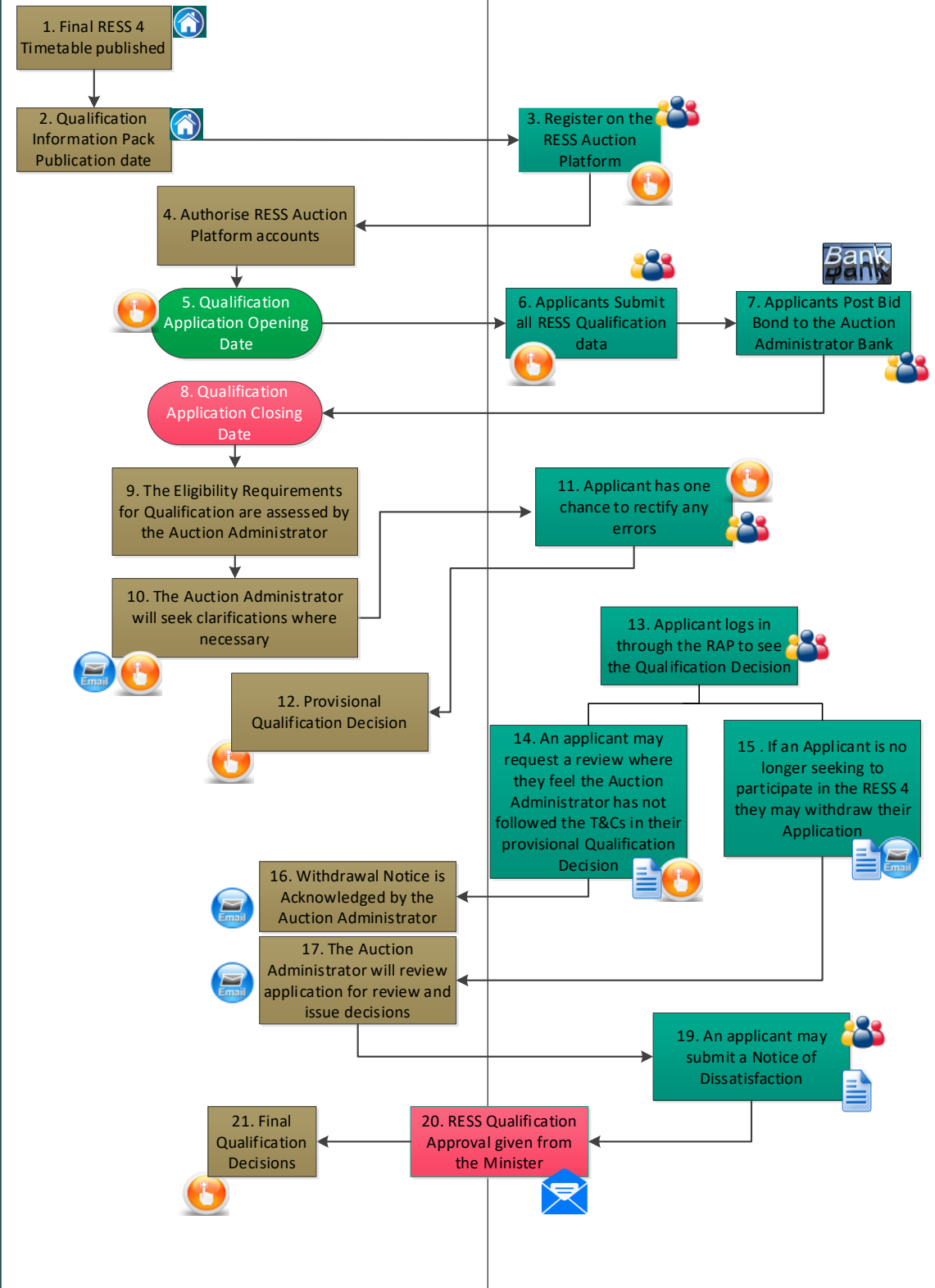


RESS Process Flow legends used

# RESS 4 Qualification Process

## Auction Administrator

## RESS Applicant



# 5 RESS 4 Bid Bond Submission Steps

Step	Step Description	Timing	Method	By From	To
1	The Auction Administrator will advise in the Qualification Information Pack What, Where and How the Bid Bond is to be lodged in the Auction Administrator RESS Bank Account. <b>Note</b> It is important that Applicants use the Application Reference number (RESS4-4 digits) when making the lodgement so we can clearly identify lodgements associated with a particular project.	Tue 04/06/2024	EirGrid Website	Auction Administrator	Applicants
2	The Applicant fills in the <ul style="list-style-type: none"> <li>• <b>RESS 4 Bid Bond Applicant Submission Form (R4BB1) and</b></li> <li>• <b>RESS 4 Bid Bond Applicant Return Form (R4BB2)</b></li> </ul> and uploads both forms through the RESS Auction Platform.	By 04/06/2024 17:00	RESS Auction Platform	Applicants	Auction Administrator
3	The Applicant pays the required Bid Bond amount in the RESS bank account in accordance with Auction Administrator guidelines on or before the Bid Bond Posting Date. <ul style="list-style-type: none"> <li>• Bid bond in the form of a cash held deposit.</li> <li>• The Bid Bond value in RESS 4 is €6 per MWh, where the MWh value is the Deemed Energy Quantity for one year for the RESS 4 Project calculated pursuant to Section 7.5.8 and multiplied by 1,000 to convert from GWh to MWh (the “Bid Bond Required Amount”). For example, the Bid Bond for a 10 MW Solar project would be €6/MWh x 10 MW x 8760 hours x 0.11 Renewable Capacity Factor = €57,816. Further sample calculations shall be provided in the Qualification Information Pack. The Bid Bond shall continue to remain in place until the executed Implementation Agreement and Performance Security is posted.</li> </ul>	By 04/06/2024	Bank Transfer	Applicants	Auction Administrator

Step	Step Description	Timing	Method	By From	To
4	<p>The Auction Administrator will carry out 2 RESS Qualification checks.</p> <ol style="list-style-type: none"> <li>1. Is the Bid Bond sufficient for the RESS Project to qualify?</li> <li>2. Has the Bid Bond amount been posted on or before the Bid Bond Posting Date?</li> </ol> <ul style="list-style-type: none"> <li>• If the answer is <b>YES</b> to both questions your Bid Bond submission has been successful and the process ends without any further communication (then go to step 5)</li> <li>• If the answer to either of these questions is <b>NO</b> then go to step 6</li> </ul>	From 04/06/2024	Auction Administrator Internal Procedure	Auction Administrator	
5	The Auction Administrator confirms that the Bid Bond conditions have met the Bid Bond Eligibility criteria as set out in the RESS 4 Terms and Conditions.	Thu 04/07/2024	Auction Administrator Bank Check	Auction Administrator	
6	The RESS Qualification is <b>rejected</b> , and the Applicant is informed as part of the Provisional Qualification Decision.	Thu 04/07/2024	RESS Auction Platform	Auction Administrator	Applicants
7	<p>The Applicant has two escalation options:</p> <ol style="list-style-type: none"> <li>1. Request a Review (From step 14 of RESS Qualification Process)</li> <li>2. Lodge a Notice of Dissatisfaction with DECC (From step 19 of RESS Qualification Process).</li> </ol>				

# RESS Bid Bond Process

## Auction Administrator

## RESS Applicant

1. The Auction Administrator will advise in the Qualification Pack What, Where and How the Bid Bond is to be lodged in the Auction Administrator Bank Account

- RESS 4 Bid Bond Applicant Submission Form (R4BB1)*
- RESS 4 Bid Bond Applicant Return Form (R4BB2)*

4. Auction Administrator carries out 2 Checks

Is the Bid Bond of a Sufficient amount?

YES

5. Auction Administrator Confirm Bid Bond conditions have been met

END

Posted by the Bid Bond Posting Date?

NO

6. The RESS Qualification is rejected and the Applicant is informed as part of the Provisional Qualification Decision

2. The Applicant fills in the

- RESS 4 Bid Bond Applicant Submission Form (R4BB1)* and
- RESS 4 Bid Bond Applicant Return Form (R4BB2)* and uploads them through the RESS Auction Platform

3. The Applicant, where required to do so under the Terms and Conditions, shall pay a Bid Bond as a single payment to the Auction Administrator Bank Account by the Bid Bond Posting Date



Tue 04/06/2024

Auction Administrator RESS Bank Account

7. Applicant has two escalation options

- Request a review
- Lodge a Notice of Dissatisfaction

*Application for Review Form R4AR*

*Notice of Dissatisfaction Form R4ND*

Applicant informed