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**Market Manual 5: Settlements**

**Part 5.7: Settlement  
Process**

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**Issue 19.0**

This procedure provides steps for retrieving financial markets *settlement statements* and supporting information *published* by the IESO.

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<b>Document ID</b>	MDP_PRO_0046
<b>Document Name</b>	Part 5.7: Settlement Process
<b>Issue</b>	Issue 19.0
<b>Reason for Issue</b>	Updated for May 1, 2023 in advance of Baseline 49.1. This document merges content related to the settlement process for both physical and financial markets into one document, along with updates as per proposed market rule amendment MR-00475
<b>Effective Date</b>	May 1, 2023

## Document Change History

Issue	Reason for Issue	Date
1.0	Unapproved version released for Baseline 3	June 19, 2000
2.0	Unapproved version released for Baseline 4	October 2, 2000
3.0	Unapproved version released for Baseline 5	December 27, 2000
4.0	Unapproved version released for Baseline 6	February 26, 2001
5.0	Released for Baseline 6.1	April 2, 2001
6.0	Issue released for Baseline 6.2	May 22, 2001
7.0	Issue released for Baseline 6.6	November 26, 2001
8.0	SME changes	December 19, 2001
9.0	Update to Baseline 7.0	March 25, 2002
10.0	Update to Baseline 7.0	June 26, 2002
11.0	Issue released for Baseline 8.0	August 6, 2002
12.0	Issue released for Baseline 8.1	December 5, 2002
13.0	Issue released for Baseline 13.0	February 15, 2005
14.0	Issue released for Baseline 20.0	September 10, 2008
15.0	Issue released for Baseline 30.1	December 4, 2013
16.0	Update for Baseline 32.0	September 10, 2014
17.0	Update for Baseline 32.1	December 3, 2014
18.0	Updated to meet accessibility requirements pursuant to the <i>Accessibility for Ontarians with Disabilities Act</i> .	December 15, 2020
19.0	Updated for May 1, 2023 in advance of Baseline 49.1. This document merges content related to the settlement process for both physical and financial markets into one document, along with updates as per proposed market rule amendment MR-00475. Version 19.1 was used as a draft for the RSS project, however the versioning has been corrected to Version 18.1	May 1, 2023

## Related Documents

Document ID	Document Title
N/A	

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## Table of Changes

<b>Reference (Paragraph and Section)</b>	<b>Description of Change</b>
Throughout Document	<p>Updates to the settlement process as per proposed market rule amendment MR-00475</p> <p>Combined content related to the settlement process from Market Manual 5.5 (Physical Markets Settlement Statements) and 5.7 (Financial Market Settlement Statements) into one manual. Content related to the settlement process that is currently found in 'Market Manual 5.5: Physical Markets Settlement Statements' will be removed from that manual.</p>

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# Market Manuals

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The *market manuals* consolidate the procedures and associated forms, standards, and policies that define certain elements relating to the operation of the *IESO-administered markets*. *Market manuals* provide more detailed descriptions of the requirements for various activities than is specified in the “Market Rules”. Where there is a discrepancy between the requirements in a document within a *market manual* and the “Market Rules”, the “Market Rules” shall prevail. Standards and policies appended to, or referenced in, these procedures provide a supporting framework.

# Market Procedures

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The “Settlements Manual” is Volume 5 of the *market manuals*, where this document forms “Part 5.7: Settlement Process”.

A list of the other component parts of the “Settlements Manual” is provided in “Part 5.0: Settlements Overview”, in Section 2, About This Manual.

## Structure of Market Procedures

Each market procedure is composed of the following sections:

1. **“Introduction”**, which contains general information about the procedure, including an overview, a description of the purpose and scope of the procedure, and information about roles and responsibilities of the parties involved in the procedure.
2. **“Procedural Work Flow”**, which contains a graphical representation of the steps and flow of information within the procedure.
3. **“Procedural Steps”**, which contains a table that describes each step and provides other detail related to each step.
4. **“Appendices”**, which may include such items as forms, standards, policies, and agreements.

## Conventions

The *market manual* standard conventions are defined in the “Market Manual Overview” document.

– End of Section –



# 1. Introduction

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## 1.1 Purpose

In this procedure we describe the process for the *IESO* and applicable *market participants* to prepare and retrieve *settlement statements* relating to the *physical markets* and *financial markets*.

## 1.2 Scope

This document provides a summary of the interfaces between parties and the steps involved in issuing and retrieving *preliminary settlement statements*, *final settlement statements*, and *recalculated settlement statements* for both the *physical markets* and *financial markets*.

When this manual refers to *physical markets*, it is referring to:

- the *real-time market for energy*, which consists of:
  - a market for *energy*; and
  - a market for several classes of *operating reserve*;
- *procurement markets*, which consists of:
  - markets for *contracted ancillary services*, including: *reactive support* and *voltage control*, *regulation service* and *black start capability*;
  - a market for *reliability must-run contracts*; and
- the *transmission rights (TR)* market, except for *settlement amounts* relating to the purchase or sale of a *transmission right* in any round of a *TR auction*.

When this manual refers to *financial markets*, it is referring to:

- *settlement amounts* relating to the purchase or sale of a *transmission right* in any round of a *TR auction*

This procedure does not describe the process to follow if you disagree with your *preliminary settlement statement* – the procedures relating to submitting disagreements relating to *settlement statements* are provided in “Market Manual 5: Settlements, Part 5.10: Settlement Disagreements”

## 1.3 Overview of the Settlement Statement Process

We cover the following topics that comprise the *settlement statements* process:

- issuing and retrieving *preliminary settlement statements*;
- issuing and retrieving *final settlement statements*.
- issuing and retrieving *recalculated settlement statements*.
- interpreting the *settlement statements* and data files;
- interpreting the *transmission services charge* data files; and

### 1.3.1 Issuing the Preliminary Settlement Statement

A *preliminary settlement statement* is issued for each *trading day* in the *physical markets* and a separate *preliminary settlement statement* is issued for each *trading day* in the *financial markets*, each on the date specified in the *IESO Settlement Schedule and Payments Calendars (SSPCs)*. A sample timeline to produce and issue a *preliminary settlement statement* is shown in Figure 1-1.

*Preliminary settlement statements* are generated automatically by the IESO's Commercial Reconciliation System (CRS) and are available by 17:00 EST on the issue date. *Market participants* may download its *preliminary settlement statements* from the IESO reports web site. Refer to the "Outbound Automated Document Application Programming Interface" if using an application programmable interface (API) to retrieve reports from the IESO Reports site.

When more than one *preliminary settlement statements* are due to be issued, pursuant to the *SSPC*, on the same *business day*, a separate *preliminary settlement statement* file will be issued for each *trading day*.

The *preliminary settlement statement* has two parts:

- a *settlement statement* file: This file contains the *settlement amounts*<sup>1</sup> (credit or debit) for the applicable *market participant*. A *preliminary settlement statement* for the *physical market* will also include charges for *transmission services*, which we collect from *market participants* on behalf of the transmission companies. The *settlement statement* file may also contain other charges as required by *applicable law*.
- a companion data file: This file includes *physical bilateral contract data*, zonal prices, schedules, and *bids* and *offers*. This file also includes a number of data files relating to the *transmission services settlement* charges that we make available to *transmission customers* and *transmitters*, as described below. An optional data measurement file is also available.

*Market participants* are responsible for retrieving and downloading the *preliminary settlement statement* and any related files from the IESO Reports site. These include the Settlement Statement Files, Real-Time Market Data Files, Participant Transmission Tariff Data Files, Transmitter Transmission Tariff Data Files and the Transmitter Reconciliation Data Files. We have identified the steps you should follow to download the *settlement statements* in the "Market Participant Graphical

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<sup>1</sup> Our system summarizes *settlement amounts* by time period (*trading day*, trading hour, trading interval) and location as *charge types*. Items that we refer to as *settlement amounts* in this procedure will be summarized as *charge types* on the *settlement statement* itself.

User Interface User’s Guide”, “Quick Take 15: Retrieving Reports via the IESO Reports Site”, and tool simulations available on the IESO Marketplace Training web pages.

Each *market participant* that was active on a particular *trading day* will receive a *preliminary settlement statement* for that *trading day*<sup>2</sup>. *Market participants* who were not active on a particular *trading day* will not receive a *preliminary settlement statement* for that *trading day*.

### 1.3.2 Issuing the Final Settlement Statement

A *final settlement statement* is issued for each *trading day* in the *physical markets* and a separate *final settlement statement* is issued for each *trading day* in the *financial markets*, each on the date specified in the *SSPC*. *Final settlement statements* are generated automatically by the *IESO*’s Commercial Reconciliation System (CRS) and are available by 17:00 EST on the issue date. *Market participants* may download its *final settlement statements* from the IESO Reports site. Refer to the “Outbound Automated Document Application Programming Interface” if using an application programmable interface (API) to retrieve reports from the IESO Reports site.

*Final settlement statements* will be in the same format as the *preliminary settlement statement* and will include:

- all the information in the *preliminary settlement statement*; and
- any adjustments resulting from the *notice of disagreement* process, and/or the processes outlined in section 6.9 of Chapter 9, section 10.4 of Chapter 6, section 6C of Chapter 10, and *dispute outcomes*, that were resolved before the *final settlement statements* were issued; these adjustments appear as a credit or debit on the *settlement statements* of each affected *market participant*.

When more than one *final settlement statements* are due to be issued, pursuant to the *SSPC*, on the same *business day*, a separate *final settlement statement* file will be issued for each *trading day*.

### 1.3.3 Issuing the Recalculated Settlement Statement(s)

A *recalculated settlement statement* is issued for each applicable *trading day* in the *physical markets* and a separate *recalculated settlement statement* is issued for each applicable *trading day* in the *financial markets*, each on the date specified in the *SSPC*. *Recalculated settlement statements* are generated automatically by the *IESO*’s Commercial Reconciliation System (CRS) and are available by 17:00 EST on the issue date. *Market participants* may download its *recalculated settlement statements* from the IESO Reports site. Refer to the “Outbound Automated Document Application Programming Interface” if using an application programmable interface (API) to retrieve reports from the IESO Reports site.

*Recalculated settlement statements* will relate to a single *trading day*, be in the same format as the *preliminary settlement statement* and will include:

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<sup>2</sup> An active *market participant* is one who has at least one non-zero *settlement amount* on the *trading day* in question. Sometimes a *settlement amount* for a *trading day* may come from amounts that you incur indirectly, such as *default levy* amounts.

- all the information in the *preliminary settlement statement*, the *final settlement statement*, and any *recalculated settlement statements* issued for the relevant *trading day*; and
- any adjustments resulting from the *notice of disagreement* process, and/or the processes outlined in section 6.9 of Chapter 9, section 10.4 of Chapter 6, section 6C of Chapter 10, and *dispute outcomes*, that were resolved after the relevant *final settlement statements* was issued; these adjustments appear as a credit or debit on the *settlement statements* of each affected *market participant*.

When more than one *recalculated settlement statements* are due to be issued, pursuant to the *SSPC*, on the same *business day*, a separate *recalculated settlement statement* file will be issued for each *trading day*.

The *IESO* is only required to provide certain *recalculated settlement statements*, such as *final recalculated settlement statements* and any other *recalculated settlement statements* which contain an adjustment. However, *market participants* can opt in to receive all *recalculated settlement statements* by sending a request to [IESOCustomerRelations@ieso.ca](mailto:IESOCustomerRelations@ieso.ca) **requesting to receive all** *recalculated settlement statements*. The *market participant's* "Settlement", "Main", or "Real Time Market Manager" contact identified in the *IESO's* Registration system must send the request. Making such a request will result in the market participant receiving all *recalculated settlement statements* for both the physical and financial market. A market participant that has opted in to receive all *recalculated settlement statements* may opt out at any time by submitting such a request in the same manner.

### **Financial Market**

In the *financial market* there are a total of three possible *recalculated settlement statements*:

- The first *recalculated settlement statement* is issued as per the date in the *SSPC* but is only issued when an adjustment is required;
- The *final recalculated settlement statement* is issued as per the date in the *SSPC* and is always issued irrespective of whether an adjustment is required. As mentioned above, the change record will indicate whether the *recalculated settlement statement* contains an adjustment; and
- *Ad hoc recalculated settlement statement* which is issued at the *IESO's* discretion at any time up to and including the date on which the *final recalculated settlement statement* is issued.

The issuance of *recalculated settlement statements* commences on *RSS Commencement Date*. This means that the first *recalculated settlement statement* for the *financial markets*, if an adjustment is required, will be issued in respect of the first *TR auction* on or after *RSS Commencement Date*.

### **Physical Market**

In the *physical market* there are a total of eight possible *recalculated settlement statements*:

- The first, second, third, fourth, fifth, and sixth *recalculated settlement statement* are issued as per the date in the *SSPC* but is only issued when an adjustment is required;
- The *final recalculated settlement statement* is issued as per the date in the *SSPC* and is always issued irrespective of whether an adjustment is required. As mentioned above, the change record will indicate whether the *recalculated settlement statement* contains an adjustment; and

- Ad hoc *recalculated settlement statement* which is issued at the IESO's discretion at any time up to and including the date on which the *final recalculated settlement statement* is issued.

The issuance of recalculated settlement statements commences on *RSS Commencement Date*. This means that the first recalculated settlement statement for the physical markets, if an adjustment is required, will be issued in respect of the *RSS Commencement Date* trading day.

### 1.3.4 Interpreting the Settlement Statements and Data Files

*Settlement statement* files list the *settlement amounts* (credit or debit) for a *market participant's* activities in the *physical markets* or *financial market*, as the case may be, for a particular *trading day*. However, *preliminary settlement statements* may also reflect *dispute outcomes* from prior *trading days* and *final settlement statements* and *recalculated settlement statements* may also contain missing *settlement amounts* or adjustments relating to the same *trading day* to which the *settlement statement* relates, which may arise from adjustments that have resulted from a *notice of disagreement* or revisions to *metering data*.

When the *metered market participant* and the *registered market participant* registered for a particular *delivery point* are two different *market participants*,

- the *registered market participant* submits *offers* and receives *dispatches* of *energy* and *operating reserve*; and
- the *settlement amounts* are applied to the *metered market participant*. The *metered market participant* also receives all supporting data with respect to all *charge types* generated for the *delivery point*. The *settlement statement* files will show allocated quantities of *energy* withdrawn or injected by each of the *metered market participant's* *registered facilities*.

*Settlement statement* files are composed of four record sections:

1. **Header Record:** The header record identifies the contents of the file. It includes information such as the statement number, statement type (*physical market* or *financial market*), settlement type (*preliminary settlement statement*, *final settlement statement*, or *recalculated settlement statement*), *trading day*, total due amount for *trading day* and the *billing period* total to date. Where the *settlement statement* is a *recalculated settlement statement* the header record will indicate which *recalculated settlement statement* is being issued and contain a flag indicating whether such *settlement statement* includes any new adjustments.
2. **Change Record:** These records provide information to the market participant if the current statement has a change from a previous issued settlement statement for the trade day. A change refers to an adjustment or first time transaction that appears on the current statement. By default, a *preliminary settlement statement* will be "NO CHANGE" since this is the first statement being issued to the participant for a given *trading day*.
3. **Summary Records:** These records provide a summary of all *settlement amounts* and manual line item records in the *settlement statement* file. One record is provided for each *trading day* and for each type of *settlement amount* reflected in the line item records (see below). Each summary record identifies and describes the type of *settlement amount*, specifies the *trading day* and the total net amount for each type of *settlement amount*, and indicates whether the summary record is an adjustment record.

4. **Settlement Detail Records:** These records provide the details of each individual *settlement* line items that are created by the *settlement* system for the *market participant*. *Settlement* detail records include information such as:

- *trading day*;
- relevant *settlement hour(s)*;
- time interval, which is dependent upon the type of *settlement amount*;
- *settlement amounts*;
- the applicable zone and location IDs;
- *settlement* type (preliminary, final or recalculated);
- quantity of megawatt-hours (MWh) to be billed; and
- price (in \$/MWh) at which the quantity of megawatt-hours will be billed.

The *trading day* stipulated for each *settlement amount* will not always match the *trading day* specified in the header record. New *settlement* details for prior *trading days* may be included in your *preliminary settlement statement* file and subsequently on a *final settlement statement*. A number of the fields on the *settlement* detail records may have different meanings when used with different *charge types*.

5. **Manual Line Item Records:** This final section of the *settlement statement* includes records that identify each manual line item that has been entered by the *IESO* for a *market participant*<sup>3</sup>.

The *IESO* will also issue a companion data file with the *settlement statement* file described above. The data file provides market participants with the supporting data used to calculate the *settlement amounts* for a particular primary *trading day* in the *physical market*. The data file is composed of the following general sections:

1. A header record providing information such as:
  - statement number;
  - statement type (i.e. *physical market*);
  - *settlement* type (preliminary, final, or recalculated); and
  - *trading day* for the *settlement statement*;
2. Data elements used to calculate the *settlement amounts*, including:
  - *physical bilateral contract data*;
  - zonal price data (these records provide the Ontario *energy* prices);
  - schedules data (these records contain the market and *dispatch* schedules data); and

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<sup>3</sup> Manual line item entries will be less common than the preceding three record types and will not appear within every *settlement statement* file.

- *bid* and *offer* data; and
3. *Optional Measurement Data* - this optional file contains net withdrawal or net injection values for each 5-minute trading interval for each *delivery point* defined for *physical market* charges (see Section 1.5 below).

Detailed information about *settlement statements* and *settlement* data files is provided in the document “Format Specifications for Settlement Statement Files and Data Files”, which can be found on the *IESO* web-site.

Additional information about key settlement variables, the Harmonized Sales Tax (HST), and the *IESO* charge types and equations is contained in the reference document “*IESO* Charge Types and Equations”, which can be found on the *IESO* web-site.

### 1.3.5 Data Files for Transmission Services Charges

*Physical market settlement statements* contain a number of charges relating to *transmission services*, which the *IESO* collect on behalf of *transmitters*<sup>4</sup>. The *IESO* also makes a number of data files available to the *transmission customer*<sup>5</sup> or the *transmitter*, as appropriate, via the *IESO* Reports site. These data files allow *transmission customers* and *transmitters* to validate the *transmission service charges* that appear on their *settlement statement*.

The file format specifications for the following data files/reports are provided on the *IESO* web site:

- Participant Transmission Tariff Data File;
- Transmission Tariff Peak System Demand Data Report;
- Transmitter Transmission Tariff Data File; and
- Transmitter Reconciliation Data File.

#### **Transmission Customers**

The *IESO* provides two data files with information relevant to *transmission customers*.

- The “Participant Transmission Tariff Data File<sup>6</sup>” is available to *transmission customers*. This file contains the hourly measurements for each *delivery point* defined for transmission network charges or transmission *connection charges* associated with a specific *market participant*.
- The “Transmission Tariff Peak System Demand Data Report” is available to all *market participants*. This report provides the sum of the hourly measurements across all *delivery points* defined for transmission network charges for each Trading Date / Hour in the reporting month. This report provides transparency to *market participants* regarding the measurements

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<sup>4</sup> See the reference document “*IESO* Charge Types and Equations” for more information.

<sup>5</sup> The *transmission customer* is associated as the *metered market participant* Transmission (MMPT) for one or more *delivery points* defined for transmission network charges or transmission *connection charges*. See the “Market Manual 3: Metering, Part 3.8 Creating and Maintaining Delivery Point Relationships” for more information on this assignment process.

<sup>6</sup> See the reference document “File Format Specification for Participant Transmission Tariff Data File” for details on this file.

that form the basis for the *IESO's* determination of the peak system *demand* used to calculate *transmission charges*<sup>7</sup>.

### **Transmitters**

The *IESO* provides two data files with information relevant to *transmitters*:

- the “Transmitter Transmission Tariff Data File” which contains:
  - the hourly measurements for every *delivery point* defined for transmission network charges; or
  - transmission *connection charges* for which the *transmitter* is associated as the *transmitter* during the *meter* registration process; and
- the “Transmitter Reconciliation Data File” which contains debit charge details (the *transmitter* uses the information in this file to verify that the *transmission tariff* credits reflect the appropriate collection of *transmission tariff* charges from every *transmission customer* at every *transmission delivery point* as specified by the *transmitter*<sup>8</sup>).

### **1.3.6 Failure in accessing Settlement Statement(s)**

*Settlement statements* are considered issued when the *IESO* has made it accessible to *market participants* on the *IESO Reports* site. If a *market participant* fails to receive a *settlement statement* on the date scheduled in the *SSPC*, it is the responsibility of the *market participant* to notify the *IESO* via *IESO Customer Relations* email ([customer.relations@ieso.ca](mailto:customer.relations@ieso.ca)). The *IESO* will assume that a *market participant* has been able to retrieve the *settlement statement* file and companion data files from the *IESO Reports* site unless the *market participant* notifies the *IESO* to the contrary.

When a *market participant* notifies the *IESO* that no *settlement statement* was issued for a given *trading day* in accordance with the *SSPC*, the *IESO* will investigate the matter. The *IESO* will provide the *market participant* with an explanation and, if necessary, re-issue the relevant *settlement statement*.

The *IESO's* investigation may determine that the *IESO* issued the relevant *settlement statement*, it was accessible via the *IESO Reports* site on the date specified in the *SSPC*, and the *market participant* failed to properly retrieve it. In this situation, the relevant *settlement statement* will be deemed to have been issued on the date referred to in the *SSPC* and the *IESO* will not extend the period within which the *market participant* can submit a *notice of disagreement*.

Alternatively, the *IESO's* investigation may determine that the *IESO* failed to issue the relevant *settlement statement* on the date specified in the *SSPC* or that some error occurred in the *IESO's* systems that made retrieval of the *settlement statement* impossible. In this situation, the *market participant* will be deemed to have received the *settlement statement* on the date on which the *settlement statement* is made accessible to the *market participant*, and the *IESO* will extend the period within which the *market participant* can submit a *notice of disagreement* accordingly.

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<sup>7</sup> Measurements at specific *delivery points* defined for transmission network charges are listed in each participant's “Participant Transmission Tariff Data File”. This information is confidential and is not provided to other *market participants*.

<sup>8</sup> The collection of *transmission tariff* charges is specified in Chapter 10 of the *market rules*.



## 1.4 Settlement Delays

### 1.4.1 Delay in Issuing Settlement Statements

Where the *IESO* determines that significant inaccuracies exist in a *settlement statement* for a trading day, it may delay the issuing of that *settlement statement* from the dates specified in the *SSPC*. In such a situation, the *IESO* will *publish* a notice of delay that details:

- the date on which the impacted *settlement statement(s)* will now be issued;
- the date by which *market participants* may raise a *notice of disagreement* with regard to the delayed *settlement statement*, which will remain six and two *business days* after the date that the *statement* is issued for the *physical market* and *financial market*, respectively<sup>9</sup>; and
- whether the *IESO* intends to invoke the estimated *invoice process*<sup>10</sup>.

Where multiple *settlement statements* are delayed, the *IESO* will ensure that the notice of delay applies to the *settlement statements* for each *trading day* impacted by the delay.

The notice of delay will be *published* on the *IESO* web-site. The notice of delay will also be sent by email to the *settlements* contact of all *market participants*.

### 1.4.2 Failure of Communication System

If the communication system fails such that the *IESO* cannot issue *settlement statements* using the *electronic information system*, the *IESO* will notify the *market participant's settlements* contact (assuming network communication is still functional)<sup>11</sup>. The *IESO* will assess the value and practicality of issuing *settlement statements* via an alternate means, considering the nature and extent of the communication problem and the forecast time to restore service. If an alternate means is required, the *IESO* will specify what it is, and the *IESO* will issue statements in the same electronic file format that is currently used. These alternate modes of transmission may include:

- compact discs via courier; or
- e-mail (if the *market participant* accepts the confidentiality risks and if the size of the attachment file is feasible).

As is required, the *IESO* will communicate the information related to Section 1.4.1 and the communication method the *IESO* will use.

## 1.5 Optional Measurement Data Records

*Market Participants* participating in the *physical markets* can request that optional measurement data records<sup>12</sup> be included in your *settlement* data file. These records contain net withdrawal or net injection values for each 5-minute trading interval for each *delivery point* defined for *physical market* charges.

<sup>9</sup> See Chapter 9, Section 6.3.25.2 of the *market rules*.

<sup>10</sup> See “Part 5.8: Settlement Invoicing” for further details of this process.

<sup>11</sup> See Chapter 9, Section 6.1.2 of the *market rules*.

<sup>12</sup> Details about the optional measurement data records can be found in the document “IESO Charge Types and Equation”.

Requesting these optional records will increase storage requirements and download times of the data file.

*Market Participants* interested in this option should send a request indicating that it would like optional measurement data records to be included in its *settlement* data files by completing and submitting IMO\_Form\_1433 to [IESOCustomerRelations@ieso.ca](mailto:IESOCustomerRelations@ieso.ca). The *market participant's* "Settlement", "Main", or "Real Time Market Manager" contact identified in the *IESO's* Registration system must send the request

## 1.6 Roles and Responsibilities

Responsibility for *settlement statements* is shared among:

- *market participants*, who are responsible for:
  - downloading and reviewing *settlement statement* files and companion data files;
  - notifying the *IESO* if a *settlement statement* file and the companion data files are not issued following the schedule identified in the *SSPC*.
- the *IESO*, which is responsible for:
  - issuing *settlement statement* files and companion data files for each *trading day* for both the *physical markets* and *financial markets*;
  - applying adjustments as required to the *settlement statement* files and companion data files;

## 1.7 Contact Information

As part of the *market participant* authorization and registration process, applicants identify contacts within their organization that address specific areas of market operations. In regards to *settlement statements*, this contact will most likely be the *Settlements Statements Market Contact Type* as indicated by Registration in Online IESO (MP Contacts screens). If a *market participant* has not identified a specific contact, the *IESO* will try to contact the 'main contact' identified during the *market participant* authorization process.

The *IESO* will seek to contact these individuals for activities within this procedure, unless alternative arrangements have been set up between the *IESO* and the *market participant*. For more information on Online IESO and the *market participant* authorization process, see "Market Entry, Maintenance and Exit, Part1.1-Participant Authorization Maintenance and Exit".

If a *market participant* wishes to contact the *IESO*, the *market participant* can contact the *IESO Customer Relations* department at [customer.relations@ieso.ca](mailto:customer.relations@ieso.ca) or via telephone, mail or courier to the numbers and addresses on the *IESO* web site ([www.ieso.ca](http://www.ieso.ca)- or click on 'Have a question?' to go to the 'Contacting the IESO' page). If *Customer Relations* is closed, telephone messages or emails may be left in relevant voice or electronic *IESO* mail boxes, which will be answered as soon as possible by *Customer Relations* staff.

Appendix A lists the standard forms referred to in this procedure. These forms are generally available for downloading on the *IESO* web site. Please send signed forms and supporting documentation to the *IESO* by mail or courier, using the address on the *IESO* web site or on the form. All correspondence relating to this procedure shall identify the subject as: **Physical Markets Settlements Statements** or **Financial Markets Settlements Statements**, as the case may be.

– End of Section –

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## Appendix A: Forms

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This appendix contains a list of forms associated with the current procedure, which are available on the *IESO* Web site (<http://www.ieso.ca/>). The forms included are as follows:

Form Name	Form Number
Notice of Dispute	IMO-FORM-1001

– End of Section –

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# Appendix B: Notice of Disagreement Screens

The following screen captures show the *notice of disagreement* forms that *market participants* use to register and track a *notice of disagreement* through Online IESO.

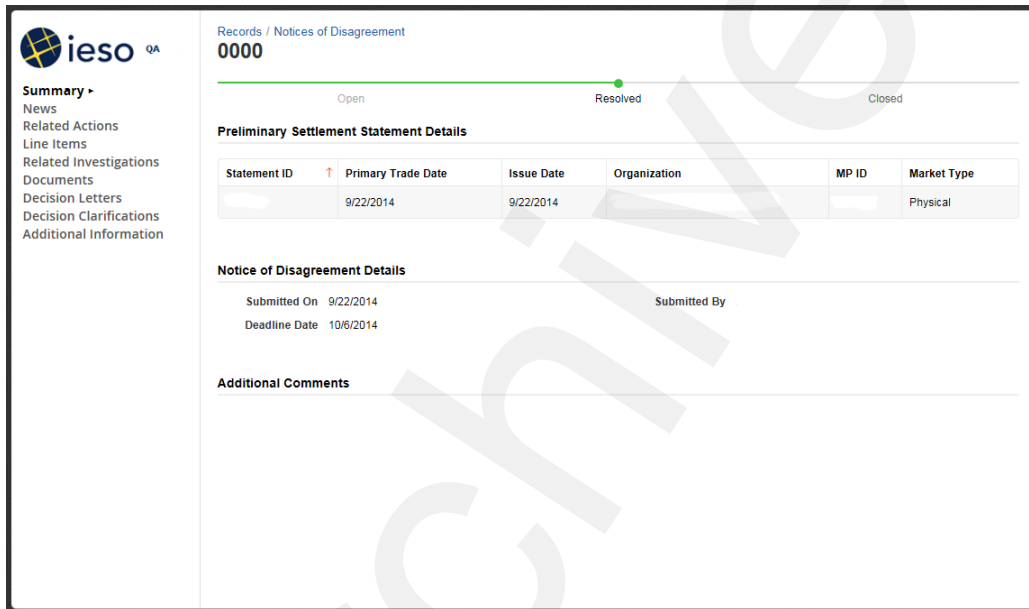


Figure B–1: NOD Detailed Records

Figure B–2: NOD Detail Screen – Select Preliminary Settlement Statement

Figure B–3: NOD Detail Screen – Select Preliminary Settlement Statement Line Items

**Enter Missing Line Items**

PSS Selection | Line Item Selection | Line Item Details | **Missing Line Items** | Additional Information | Confirm and Submit

**Preliminary Settlement Statement Details**

Statement ID	Primary Trade Date	Issue Date	Organization	MP ID	Market Type
	9/23/2014	9/23/2014			Physical

**Missing Line Items**

No missing line items have been added to this Notice of Disagreement.

[+Add Missing Line Item](#)

Go Back | **Save and Continue** | Cancel

**Figure B-4: NOD Detail Screen – Add Missing Line Items**

**Provide Additional Information**

PSS Selection | Line Item Selection | Line Item Details | Missing Line Items | **Additional Information** | Confirm and Submit

**Preliminary Settlement Statement Details**

Statement ID	Primary Trade Date	Issue Date	Organization	MP ID	Market Type
	9/23/2014	9/23/2014			Physical

**Additional Comments**

**Related Meter Information**

If this NOD is related to metering data, please provide the following information.  
Please enter one MTR ID for each row.

**Meter Trouble Report (MTR) IDs**

No items available	
--------------------	--

[+Add Meter Trouble Report \(MTR\) ID](#)

**New Document(s)**

**Descriptions**

**Previously Attached Documents**  
No documents are associated with this investigation.

Go Back | **Save and Continue** | Cancel

**Figure B-5: NOD Detail Screen – Provide Additional Information**

– End of Section –



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## References

Document ID	Document Title
MDP_RUL_0002	Market Rules for the Ontario Electricity Market
IMO_GDE_0003	Market Participant Graphical User Interface User's Guide
IMO_MAN_0024	Market Manual 6: Participant Technical Reference Manual
MDP_PRO_0017	Market Manual 2: Market Administration, Part 2.1: Dispute Resolution
MDP_PRO_0029	Market Manual 4: Market Operations, Part 4.4: Transmission Rights Auction
MDP_MAN_0005	Market Manual 5: Settlements, Part 5.0: Settlements Overview
MDP_PRO_0031	Market Manual 5: Settlements, Part 5.1: Settlement Schedule and Payments Calendars (SSPCs)
MDP_PRO_0033	Market Manual 5: Settlements, Part 5.5: Physical Markets Settlement Statements
MDP_PRO_0035	Market Manual 5: Settlements, Part 5.6: Physical Markets Settlement Invoicing
MDP_PRO_0047	Market Manual 5: Settlements, Part 5.8: Financial Markets Settlement Invoicing
IMP_SPEC_0005	Format Specification for Settlement Statement Files & Data Files
IMP_LST_0001	IESO Charge Types and Equations
MDP_PRO_0014	Market Manual 1: Market Entry, Maintenance and Exit, Part 1.1: Participant Authorization Maintenance and Exit
IMP_GDE_0103	The Applications Status Tool: A User Guide

– End of Document –