



Guide to DWGM Allocation and Sub- Allocation Agents Process and Timing

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Version 3.0

Effective date 09 February 2023

Status FINAL

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Date 08 February 2023

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Version Release

Version	Release date	Summary of changes
1.0	01 July 2009	Rebranding
2.0	19 April 2011	Update Rule references
3.0	09 February 2023	Update and rebrand

This document is owned and updated by AEMO and will be reviewed regularly.

Any queries or suggestions for improvement should be addressed to gassettlement@aemo.com.au.

1 Purpose

This document provides information on processes and related timings for activities conducted by AEMO and an allocation or sub-allocation agent in the Declared Wholesale Gas Market (DWGM).

2 Principles and Processes

2.1 General Principles

- Metering register information must be available at start of each gas day
- Daily Allocations must be made from the billing period start date (normally the first of each month) up to the latest gas day for which data is available.
- Preliminary and Final allocations must be for the previous complete billing period.
- Revision Allocations must be for the billing period nominated by AEMO.
- Allocation Agents and Sub-Allocation Agents must nominate a minimum of two contact persons capable of providing the allocation.
- Allocation Agents and Sub-Allocation Agents must provide a 2 hour response time between 9am and 5pm on business days to calls from AEMO.
- Data deliveries are to be at the earliest possible time.
- Data format for data transfer from AEMO to Allocation / Sub-Allocation Agents and vice versa as per the [Allocation Agent MIBB Requirements guide](#).

3 Processes and Timing

3.1 Daily Process

Table 1 Daily Process

Organisation	Task	Completed by latest
1. AEMO	Provides meter data to Allocation Agent	10AM Gas Day + 2 business days
2. Allocation Agent	Downloads data and returns Allocation to AEMO	2PM Gas Day + 2 business days
3. AEMO	Validates allocation data – data is now available to Sub-Allocation agent (where applicable)	4PM Gas Day + 2 business days
4. Sub-Allocation Agent	Downloads data (step 3 above) and returns Sub-Allocation to AEMO	10AM Gas Day + 3 business days

3.2 Preliminary Monthly Process

Table 2 Preliminary Monthly Process

Organisation	Task	Completed by latest
1. AEMO	Provides meter data to Allocation Agent	10AM M + 3 business days
2. Allocation Agent	Downloads data and returns Allocation to AEMO	10AM M + 4 business days
3. AEMO	Validates allocation data – data is now available to Sub-Allocation agent (where applicable)	5PM M + 4 business days
4. Sub-Allocation Agent	Downloads data (step 3 above) and returns Sub-Allocation to AEMO	10AM M + 5 business days

3.3 Final Monthly Process

Table 3 Final Monthly Process

Organisation	Task	Completed by latest
1. AEMO	Provides meter data to Allocation Agent	10AM M + 14 business days
2. Allocation Agent	Downloads data and returns Allocation to AEMO	10AM M + 15 business days
3. AEMO	Validates allocation data – data is now available to Sub-Allocation agent (where applicable)	5PM M + 15 business days
4. Sub-Allocation Agent	Downloads data (step 3 above) and returns Sub-Allocation to AEMO	10AM M + 16 business days

3.4 118 Day Revision Process

Table 4 118 Day Revision Process

Organisation	Task	Completed by latest
1. AEMO	Provides meter data to Allocation Agent	10AM M + 112 business days
2. Allocation Agent	Downloads data and returns Allocation to AEMO	10AM M + 113 business days
3. AEMO	Validates allocation data – data is now available to Sub-Allocation agent (where applicable)	5PM M + 113 business days
4. Sub-Allocation Agent	Downloads data (step 3 above) and returns Sub-Allocation to AEMO	10AM M + 114 business days