

Applications and Queuing Policy

ELECTRICITY NETWORKS CORPORATION ("WESTERN POWER")

ABN 18 540 492 861

{Outline: This applications and queuing policy is included in Western Power's access arrangement in accordance with section 5.1 of the Code.}

{Note: This policy has been prepared in accordance with the requirements of the Electricity Networks Access Code 2004, including proposed Electricity Networks Access Code Amendments (No 2) 2008}

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PART A - COMMON PROVISIONS

1. Operation of this applications and queuing policy

This applications and queuing policy operates in the manner shown in Figure 1.

Application Process Electricity transfer Connection application application (Customer, Customer's Retailer or (Retailer or Generator) Generator) Western Power submits proposal for works to process connection Applicant pays lodgement fee application Western Power processes electricity transfer application Applicant accepts proposal or withdraws connection application, and, if applicable, associated within x business days access application also withdrawn Western Power expeditiously processes connection application, Connection application required? including system studies, prelim design and cost estimates, in accordance with queuing rules, with regular updates Western Power makes access offer Augmentation Regulatory test required? required? Applicant signs access offer yes ▼ Western Power no Covered submits regulatory test to ERA Western Power makes connection commences offer Applicant pays costs of processing as per Western Power's proposal Submission to IMO required inder 9.23(c)? Western Power makes associated access offer (if Applicant signs connection offer required) Regulatory Test IMO runs Network Applicant signs access offer Control Service service Western Power Wholesale Market Rules alculates contribution Western Power completes for augmentation, processing and makes connection alternative options and other relevant costs of offer connection Applicant pays costs of processing as per Western Power's proposal Capital Contributions Western Power makes associated access offer (if Applicant signs connection offer required) Applicant signs access offer Applications and Queuing Policy Western Power Applicant pays Access Contract for Works Covered service commences Electricity Transfe DMS #2366819v2 Access Contract

Figure 1: Applications process

2. Introduction

2.1 Definitions

In this applications and queuing policy, unless the contrary intention is apparent:

"access arrangement" means the current access arrangement approved in respect of the network under the Code.

"access contract" means an agreement between Western Power and another person for that person to have access to *covered services*.

{Note: Under the Code "access agreement" has the meaning given to it in part 8 of the Act, and under section 13.4 (d) of the Code includes a "deemed access contract". The definition of "access agreement" under the Act is "an agreement under the Code between a network service provider and another person (a "network user") for that person to have access to services".}

"access contract number" means the unique identifier given to each access contract by Western Power.

"access dispute" has the meaning given to it in the Code.

{"access dispute" means a dispute, in connection with an access application, between the applicant and the service provider, including a dispute in relation to any one or more of the following (and the paragraphs of this definition do not limit each other):

- (a) whether the applicant or the service provider has complied with, or the manner in which the applicant or the service provider has purported to comply with, the applications and queuing policy; and
- (b) the terms and conditions, including service standards, on which the applicant should be permitted to acquire covered services from the service provider; and
- (c) whether work is required work and the terms and conditions applying, or proposed to apply, to any such work; and
- (ca) anything connected with or arising out of a proposed contribution; and
- (cb) a matter heard under section 15.7; and
- (cc) anything connected with or arising out of Appendix 8; and
- (cd) anything connected with or arising out of Appendix 9; and
- (d) whether the service provider should grant the applicant an exemption to the technical rules under section 12.34; and
- (e) the arrangements which will apply in respect of a supplementary matter connected with the access application".}

"access offer" means a form of contract developed under this applications and queuing policy which has been signed by Western Power and is in such a form that it can, without anything else being required, become an access contract when signed by an applicant.

"Act" means the Electricity Industry Act 2004.

"accumulation meter" has the meaning given to it in the Metering Code.

{Note: Under the *Metering Code* "accumulation meter" means "a meter that measures accumulated energy data and records it in one or more accumulated energy registers, and includes a meter with interval energy data storage capability which is deemed to be an accumulation meter under clause 3.2(2)".}

"applicant" means a person (who may be a user or a customer) who has lodged, or intends to lodge, an application.

"application" means an electricity transfer application or a connection application.

"application form" with regards to an application, means the applicable application form (as is specified as being applicable to the applicant's application in this applications and queuing policy or on Western Power's website) provided by Western Power on its website, or otherwise published by Western Power, for that application.

"attachment point" means a point on the *network* at which *network* assets are *connected* to assets owned by another person.

"augment" and "augmentation" have the meaning given to 'work' in the Code.

{Note: Under the Code "work" means "any activity or undertaking in connection with the covered network, whether of a capital or non-capital nature, including the planning, designing, development, approval, construction, acquisition and commissioning of new facilities and new network assets and the procurement or provision of any good or service".}

"bidirectional point" means a single, indivisible (except as allowed under this applications and queuing policy) point, that for purposes under the access arrangement involving the transfer of electricity, is deemed to consist of a single attachment point, connected or to be connected to a user's connection point, with a single meter (regardless of the actual configuration of network assets making up the bidirectional point), at which electricity is to be transferred into and out of the network.

"bidirectional service" means a covered service provided by Western Power at a connection point under which the user may transfer electricity into and out of the network at the connection point.

"bypass", in relation to an application ("bypassed application"), means that the first come first served principle is not applied in respect of the bypassed application.

"capacity", with regards to a part of the *network* (including a *connection point*), refers to the maximum rate at which electricity can be transported through that part of the *network* in accordance with *good electricity industry practice*.

"contributions policy" means the contributions policy in the access arrangement.

"charge", for a covered service relating to the transfer of electricity, means the amount that is payable by a user to Western Power for the covered service under an access contract.

"Code" means the Electricity Networks Access Code 2004 (as amended).

"competing", in relation to two or more connection applications, means that the provision of the covered service sought in one connection application may impede Western Power's ability to provide the covered services that are sought in the other connection applications.

"complete", in relation to an application or notice, means where the applicant or controller (as applicable) has:

- (a) used reasonable endeavours to accurately and completely address each item in the applicable *application form* (including by the provision of any supporting information required by the *application form*); and
- (b) with respect to an *electricity transfer application*, provided all of the information required under clauses 3.5 and 3.6 for the *application*; and
- (c) with respect to a *connection application*, provided all of the information required under clauses 3.5 and 3.7 for the *application*,

to Western Power's satisfaction, acting as a reasonable and prudent person.

"completion date" means, in relation to works, the date when the works are complete except for minor omissions and minor defects which will not prevent the use of the works.

"confidential information" means

- (a) in the case of information disclosed by an *applicant* or a *disclosing person* to Western Power in or in connection with an *application*, information which the *disclosing person* (acting as a *reasonable and prudent person*) has identified as being commercially sensitive or confidential; and
- (b) in the case of information disclosed by Western Power to an applicant or a disclosing person in connection with an application, information which Western Power (acting as a reasonable and prudent person) has identified as being commercially sensitive or confidential.

"connection application" means an application lodged with Western Power under this applications and queuing policy that has the potential to require a modification to the network, including an application to:

- (a) connect facilities and equipment at a new connection point; or
- (b) increase consumption or generation at an existing connection point; or
- (c) materially modify facilities and equipment connected at an existing connection point; or
- (d) augment the *network* for any other reason,

{Note: this might be, for example, to service a subdivision.}

and includes any additional information provided by the *applicant* in regard to the *application*.

"connection point" means:

- (a) an exit point; or
- (b) an entry point; or
- (c) a bidirectional point;

identified or to be identified as such in an access contract.

"connection asset" has the meaning given to it in the Code.

{Note: Under the Code "connection assets" for a connection point, means "all of the network assets that are used only in order to provide covered services at the connection point".}

"connection offer" means an access offer made in respect of a connection application.

"consume" has the meaning given to it in the Code.

{Note: Under the Code "consume" means "to consume electricity".}

"consumption", for a connection point, means the amount of electricity consumed at the connection point, and is measured in Watt-hours.

"contestable", with respect to an exit point, means an exit point that Western Power has determined is contestable under clause 13.

"contestability threshold" in relation to an exit point, means the amount of electricity consumed or the estimated amount of electricity that will be consumed at the exit point, by a customer who is a member of a class of customers declared to be 'prescribed customers' as defined in section 54 of the Electricity Corporations Act 2005 by an order made under and in accordance with section 54(4) of that Act, within the period specified in the declaration.

"contract for services" has the meaning given to it in the Code.

{Note: Under the *Code* "contract for services" means "an agreement between a service provider and another person for the person to have access to services, and includes an access contract".}

"contracted capacity", for a connection point, means the maximum rate at which a user is permitted to transfer electricity to or from the network at the connection point, being either:

(a) the rate specified in the user's access contract from time to time; or

- (b) if no rate is specified in the *user's access contract*, the maximum rate of electricity permitted to be transferred under the *reference service* eligibility criteria for the *reference service* for that *connection point* in the *user's electricity transfer access contract*; or
- (c) if no rate is specified in the *user's access contract* or in the *reference service* eligibility criteria, the maximum rate of electricity permitted to be transferred through the *connection assets* under the *technical rules*,

as applicable, and is measured in Watts or Volt-Amps.

"contribution" means any contribution applicable under the contributions policy.

"controller" means a person, which includes a customer, who owns, operates or controls (or will own, operate or control) facilities and equipment at a connection point, and who is specified by an applicant in an application in respect of the connection point.

"covered service" has the same meaning given to it in the Code but also includes a bidirectional service.

{Note: Under the Code "covered service" means "a service provided by means of a covered network, including:

- (a) a connection service; or
- (b) an entry service or exit service; or
- (c) a network use of system service; or
- (d) a common service; or
- (e) a service ancillary to a service listed in paragraph (a) to (d) above,

but does not include an excluded service".}

"Customer Transfer Code" means the *Electricity Industry Customer Transfer Code 2004*, made under section 39(2)(a) of the *Act* in respect of the matter referred to in section 39(2)(b) of the *Act*, and includes all rules, policies or other subordinate documents developed under the *Customer Transfer Code*.

"customer transfer request" has the meaning given to it in the Customer Transfer Code.

{Note: Under the *Customer Transfer Code* "customer transfer request" means "a request by a retailer to a network operator made using the form published under clause 4.1 to transfer a contestable customer at an exit point in the network operator's network from one retailer to another".}

"de-energise" in respect of a connection point, means to operate, modify or remove switching or other equipment to prevent the transfer of electricity through the connection point.

[&]quot;customer" has the meaning given to it in the Act.

"disclosing person", in relation to an application, means a person who discloses confidential information to Western Power in, or in connection with, an application.

"dormant application" means a connection application that has been in the queue for longer than 12 months.

"electricity transfer application" means an application lodged with Western Power under this applications and queuing policy seeking to obtain or modify an entry service or an exit service or a bidirectional service, and includes any additional information provided by the applicant in regard to the application.

"electricity transfer access contract" means a type of access contract that provides the user with an entry service or exit service or bidirectional service, or any combination of the three, at a connection point or connection points.

"entry point" means a single, indivisible (except as allowed under this applications and queuing policy) point, that for purposes under the access arrangement involving the transfer of electricity, is deemed to consist of a single attachment point, connected or to be connected to a user's connection point, with a single meter (regardless of the actual configuration of network assets making up the entry point), at which electricity is more likely to be transferred into the network than out of the network.

"entry service" means a covered service provided by Western Power at a connection point under which the user may transfer electricity into the network at the connection point.

"exit point" means a single, indivisible (except as allowed under this *applications* and *queuing policy*) point, that for purposes under the access arrangement involving the transfer of electricity, is deemed to consist of a single attachment point, connected or to be connected to a user's connection point, with a single meter (regardless of the actual configuration of network assets making up the entry point), at which electricity is more likely to be transferred out of the network than into the network.

"exit service" means a covered service provided by Western Power at a connection point under which the user may transfer electricity out of the network at the connection point.

"first come, first served" means that Western Power will process a connection application with earlier priority before a connection application with later priority (where it is not possible or practical to process them concurrently), and that the capacity sought in a connection application with earlier priority will be deemed to have been reserved during the period in which the connection application is being processed, for the purposes of processing any competing connection application with later priority. This may result in Western Power delaying making an access offer to the applicant with later priority until after the applicant with earlier priority has signed an access contract.

"generate" has the meaning given to it in the Code.

{Note: Under the Code "generate" means "to produce electricity".}

"generating plant" has the meaning given to it in the Code.

"generation", for a connection point, means the amount of electricity generated at the connection point, and is measured in kilowatts.

"generator" has the meaning given to it in the Code.

{Note: Under the Code "generator" means a person who generates electricity".}

"incoming retailer" has the meaning given to it in the Customer Transfer Code.

{Note: Under the Customer Transfer Code "incoming retailer", in relation to a customer transfer request or transfer, means "the retailer that will supply a contestable customer after the transfer time".}

"initial response" means the initial response of Western Power to an applicant under clause 19.1 in relation to a connection application.

"law" means "written law" and "statutory instruments" as defined in the *Code*, orders given or made under a written law or statutory instrument as so defined or by a government agency or authority, Codes of Practice and Australian Standards deemed applicable under a written law and rules of the general law including the common law and equity.

"lodgement fee" means the fee specified for an application in the price list.

"loss factor" has the meaning given to it in the Market Rules.

{Note: Under the *Market Rules* "loss factor" means "a factor defining the annual average marginal network loss between any given node and the Reference Node where the Loss Factor at the Reference Node is 1, determined in accordance with clause 2.27.2".}

"market participant" means a person who, at a time after "market commencement" (as defined in the Market Rules) is a "market participant" (as defined in the Market Rules).

"Market Rules" means the rules made pursuant to the Electricity Industry (Wholesale Electricity Market) Regulations 2004.

"meter" has the meaning given to it in the Metering Code.

{Note: Under the *Metering Code* "meter" means "a device complying with this Code which measures and records electricity production or consumption but under clause 3.24 does not include a prepayment meter".}

"Metering Code" means the code made under Section 39(1) of the Act in respect of a matter referred to in section 39(2)(a) of the Act, and includes any service level agreement, metering data agency agreement, communications rules, metrology procedure, mandatory link criteria and registration process developed under that code.

"metering database" means the "metering database" (as defined in the *Metering Code*) operated by Western Power under the *Metering Code*.

"metering equipment" means a *meter* or *meters* and associated equipment complying with the *Metering Code* used to measure and record electricity transferred to or from the *network* at a *connection point*, which may include the measurement of the rate of transfer and the quantity and quality of the transferred electricity.

"network" has the meaning given to "Western Power Network" in the Code.

{Note: Under the Code "Western Power Network" means "the covered network that is covered under section 3.1". The "Western Power Network" is the portion of the SWIN that is owned by the Electricity Networks Corporation.}

"network assets" has the meaning given to it in the Code.

{Note: Under the Code "network assets", in relation to a network means "the apparatus, equipment, plant and buildings used to provide or in connection with providing covered services on the network, which assets are either connection assets or shared assets".}

"NMI" means National Market Identifier, which is the unique identifier assigned by Western Power to each connection point.

"premise" has the meaning given to it in the Energy Operators (Powers) Act 1979.

"previous retailer" has the meaning given to it in the Customer Transfer Code.

{Note: Under the *Customer Transfer Code* "previous retailer", in relation to a transfer, "means the retailer that supplied the contestable customer before the transfer time".}

"price list" means the price list (as defined in the Code) in the access arrangement.

"priority", in relation to a connection application, means the priority that the applicant has, as against any other applicant with a competing connection application, to obtain access to covered services.

"project" means a project identified in a tender notice.

"queue" means a first come, first served queue, to which the queuing rules apply.

"queuing rules" means the principles described in clause 24 that apply to determine the priority of a connection application.

"re-energise", in respect of a previously de-energised connection point, means to operate switching or other equipment so as to permit the transfer of electricity through the connection point.

"reference service" means a covered service designated in the access arrangement as a reference service (as defined by the Code).

"relocation' has the meaning given to it in the Code.

"reserve capacity auction" has the meaning given to it in the Market Rules.

{Note: Under the Market Rules "Reserve Capacity Auction" means "the process for determining the Reserve Capacity Price for a Reserve Capacity Cycle and the quantity of Reserve Capacity scheduled by the IMO for each Market Participant under clause 4.19".}

"retailer" has the meaning given to it in the Act.

"revenue meter" has the meaning given to it in the Metering Code.

{Note: Under the Metering Code "revenue meter" means "a meter that is used under the Metering Code as the source of energy data, unless the Metering Code permits an alternative source of energy data to be used".}

"services end date" means, in respect of a connection point, the date on which Western Power ends the provision of covered services to the user in respect of that connection point.

"services start date" means, in respect of a connection point, the date on which Western Power commences providing covered services to the user in respect of that connection point.

"shared asset" has the meaning given to it in the Code.

{Note: Under the Code "shared assets" mean "those network assets which are not connection assets".}

"signed" by Western Power or the *applicant* means duly signed or otherwise executed by or on behalf of all persons who comprise Western Power or the *applicant*, as the case may be.

"spare capacity" means the capacity, from time to time, of the network, as configured at the time of an application, to provide the covered services sought in the application, having regard to Western Power's contractual obligations in respect of the network.

"standard access contract", with respect to a reference service, means the access contract applicable to that reference service under the access arrangement.

"standing data" has the meaning given to it in the Metering Code.

"technical rules" means the technical rules (as defined in the Code) applying from time to time to the network under Chapter 12 of the Code, as modified in accordance with the Code.

"transition application" means an application which:

(a) seeks modifications to an access contract or any other contract for services; and

(b) the modifications, if implemented, would not materially impede Western Power's ability to provide a covered service sought in one or more other applications compared with what the position would be if the modifications were not implemented.

"unmetered connection", with respect to a *connection point*, has the same meaning as the term "type 7 connection point" when that term is used in the *Metering Code*.

"user" has the meaning given to it in the Code.

{Note: Under the Code "user" means "a person, including a generator or a consumer, who is a party to an [sic.] contract for services with a service provider, and under section 13.4(e) includes another business as a party to a deemed access contract".}

"verifiable consent" has the meaning given to it in the Customer Transfer Code.

{Note: Under the Customer Transfer Code "verifiable consent", in relation to a request for historical consumption data or a customer transfer request, means "consent that is given by a contestable customer—

- (a) expressly; and
- (b) in writing; and
- (c) after the retailer obtaining the consent has in plain language appropriate to the contestable customer disclosed all matters materially relevant to the giving of the consent, including each specific purpose for which the consent will be used; and
- (d) by a person whom a retailer (acting reasonably) would consider competent to give consent on the contestable customer's behalf; and
- (e) which has not expired under clause 1.5".}

"works" has the meaning given to it in the contributions policy.

{Note: Under the Contributions Policy "works" means "headworks and all works required to be undertaken to provide an applicant with the covered services sought by the applicant in a *connection application*, including works associated with:

- (a) augmentation of connection assets;
- (b) augmentation of shared assets;
- (c) alternative options; and
- (d) other non-capital works".}

2.2 Application of this applications and queuing policy to connection applications and electricity transfer applications

- (a) Part A and Part B but not Part C of this applications and queuing policy apply to an electricity transfer application.
- (b) Part A and Part C but not Part B of this applications and queuing policy apply to a connection application.

2.3 Interpretation

- (a) Unless:
 - (i) the contrary intention is apparent; or
 - (ii) the term has been redefined in clause 1,

a term with a defined meaning in the Code has the same meaning in this applications and queuing policy.

- (b) Unless the contrary intention is apparent:
 - (i) a rule of interpretation in the Code; and
 - (ii) the Interpretation Act 1984,

apply to the interpretation of this applications and queuing policy.

2.4 Transition of prior applications

- (a) To the extent permitted by *law*, the *queue* is continuous before and after the current access *arrangement period*.
- (b) To the extent permitted by *law*, an application made prior to the current access arrangement period shall be deemed to have been made under this applications and queuing policy, with the same priority as the initial application.
- (c) To the extent permitted by *law*, for the purposes of timeframes within this applications and queuing policy only, an application made prior to the current access arrangement period shall be deemed to have been made on the day the current access arrangement period commences.

2.5 Supplementary matters apply

Western Power and the *applicant* must, in accordance with section 5.28 of the *Code*, comply with any provisions of the *supplementary matters* relating to this *applications and queuing policy*.

2.6 Exercising an option not affected

An option granted to a *user* as part of the terms of an *access contract* to extend the duration of the *access contract* is not an *application* and is not subject to this *applications and queuing policy* if it is exercised in accordance with its terms.

3. The application

3.1 Applications to be made in good faith

Western Power and an *applicant* must act in good faith with regard to each other in relation to an *application*.

3.2 Commencing the application process

The application process is commenced by the applicant submitting:

- (a) an application to Western Power on the appropriate application form; or
- (b) where permitted under this *applications and queuing policy*, notice to Western Power,

that is complete.

3.3 Applicant to be market participant

An applicant who seeks an exit service or an entry service or a bidirectional service:

- (i) must submit an electricity transfer application; and
- (ii) must be, or intend to be (providing reasonable proof of intent), a *market* participant at the time the electricity transfer is to take place.

3.4 Related electricity transfer application and connection application

Where

- (a) a retailer seeks to obtain or modify an exit service or an entry service or a bidirectional service on behalf of a customer; or
- a generator seeks to obtain or modify an entry service or a bidirectional service on behalf of a controller who is not the generator,

and both a connection application and an electricity transfer application will be required under this applications and queuing policy, then the applications may:

- (c) be submitted concurrently by the retailer or generator; or
- (d) be submitted at different times by the *retailer* or *generator* and the *customer* or *controller* as applicable, in which case both parties are *applicants*.

3.5 Information required with all applications

All applicants must provide the following information to Western Power in respect of an application at the time of submitting the application:

- (a) details of the applicant, including:
 - (i) the full name and address of the applicant; and
 - (ii) whether the applicant is acting as agent for any person in making the application, and if so, details of the applicant's principals; and
 - (iii) whether the *applicant* is an existing *user*, and if so, details of the *applicant*'s existing access contract,

and

- (b) any conditions precedent that the *applicant* seeks to include in the resulting *access* offer; and
- (c) details of the connection point, including:
 - (i) the location or NMI of the connection point, as applicable; and
 - (ii) the forecast annual consumption of electricity, if applicable; and
 - (iii) the forecast annual generation of electricity, if applicable,

and

(d) such information concerning the *applicant* as Western Power requires, acting as a reasonable and prudent person, to assess the *applicant*'s ability to meet its obligations under the resulting access contract.

3.6 Information required with electricity transfer applications

The applicant must provide the following information to Western Power in respect of an electricity transfer application at the time of submitting the electricity transfer application:

- (a) the covered services requested, and for each requested covered service:
 - (i) the requested services start date and requested services end date; and
 - (ii) if the covered service is a non-reference service, then a description of the nonreference service, including any deviation sought from the applicable tariff, service standard or standard access contract for an equivalent reference service; and
 - (iii) if applicable, the contracted capacity sought for the covered service; and
- (b) details of the connection point; including

- (i) for an existing connection point, any changes to be made to the standing data for that connection point as a result of the application; and
- (ii) for a new connection point, such information regarding the connection point required as standing data; and
- (iii) information regarding the *controller*, if the *applicant* will not be the *controller*, in compliance with the relevant provisions of the *Metering Code* in regard to the provision of *controller* information (where all references to a 'customer' under the relevant provisions of the *Metering Code* are to be read as references to the *controller* for the purposes of this clause 3.6).

3.7 Information required with connection applications

The applicant must provide the following information to Western Power in respect of a connection application at the time of submitting the connection application:

- (a) whether the application is being made in connection with a tender process; and
- (b) the covered services requested; and
- (c) the requested services start date and requested services end date, for;
 - (i) works; and
 - (ii) covered services involving the transfer of electricity that are likely to be sought under an associated electricity transfer application,

as applicable, and

- (d) the capacity sought, if applicable; and
- (e) such information regarding the *facilities* and *equipment* at the *connection point* to the extent required by:
 - (i) the technical rules; and
 - (ii) Western Power acting as a reasonable and prudent person,

and

(f) a full description of any exemptions to the *technical rules* sought by the *applicant* under Chapter 12 of the *Code*.

3.8 One electricity transfer access contract per connection point

Each connection point must be included in one and only one electricity transfer access contract to allow the transfer of electricity at that connection point.

3.9 Forecasts of information

When an application contains estimates or forecasts of any information:

- (a) Western Power may treat that estimated or forecast information as factual information; and
- (b) the application is a warranty by the applicant to Western Power that each such estimate or forecast is the applicant's best estimate or forecast acting as a reasonable and prudent person.

3.10 Errors or omissions in an application

- (a) If Western Power becomes aware of any material error or omission in an *application* it must immediately notify the *applicant* about it and may request information under clause 3.11.
- (b) If an applicant is notified by Western Power under clause 3.10(a) or otherwise becomes aware of any material error or omission in an application, it must amend the application to remedy it as soon as practicable after becoming aware of it.
- (c) If Western Power has notified the *applicant* under clause 3.10(a), the *applicant* must amend the *application* to remedy the material error or omission within 20 business days, or the *application* will be deemed to have been withdrawn.
- (d) If remedying an error or omission in an *application* amounts to a material amendment to the *application*, clause 24.13 applies.

3.11 Additional information

- (a) At any time, Western Power may, acting as a reasonable and prudent person, request the applicant to provide further information that Western Power reasonably requires to enable it to process the application.
- (b) If Western Power has notified the *applicant* under clause 3.11(a), the *applicant* must amend the *application* to provide the additional information within 20 business days, or the *application* will be deemed to have been withdrawn.
- (c) If providing additional information for an *application* amounts to a material amendment to the *application*, clause 24.13 applies.

3.12 Western Power must be expeditious and diligent

Western Power must process an application expeditiously and diligently.

3.13 Amendment and withdrawal of application

- (a) An applicant may at any time, by notice in writing to Western Power, amend an application.
- (b) If an amendment to an application results in a change to the original lodgement fee, Western Power may charge the applicant the new lodgement fee or refund part of the original lodgement fee, having regard for the work already completed in processing the application.
- (c) An applicant may at any time before it enters into an access contract, by notice in writing to Western Power, withdraw an application.
- (d) If an *application* is withdrawn, Western Power must refund part or all of the applicable *lodgement fee*, having regard for the work already completed in processing the *application*.
- (e) Without limiting this clause 3.13, an amendment to an *application* may include a change to the identity of the *applicant* in which case the other information in the *application* must also be amended.

3.14 Applications do not expire

Subject to clause 24.14, an application does not expire due to the passage of time.

4. The access offer

4.1 Access offer to be signed by Western Power

Western Power must present the access offer in such a form that it can, without anything else being required, become or modify an access contract or access contracts when signed by an applicant.

4.2 If application requests reference service

If an *application* requests a *reference* service, then the access offer must be on materially the same terms as the *standard* access contract applicable to the *reference* service.

4.3 If application requests non-reference service

If an application requests a non-reference service, then the terms of the access offer must be:

- (a) consistent with the Code objective; and
- (b) reasonable; and

(c) subject to this *applications* and *queuing* policy, as similar as practicable to those terms requested in the *application* dealing with the relevant matter, and negotiated in good faith by the *applicant* and Western Power during the processing of the *application*.

4.4 Services start date and services end date

The services start date and the services end date specified in the access offer must be as close as practicable to the services start date and the services end date sought in the application.

4.5 Conditions precedent permitted in access contract

Western Power and an *applicant* must negotiate in good faith regarding any conditions precedent that the *applicant* or Western Power seeks to have included in an *access* contract in order to achieve the objectives set out in clause 4.6.

4.6 Objectives with regard to conditions precedent

The objectives of this *applications* and *queuing* policy with regard to conditions precedent are:

- (a) conditions precedent in access contracts should facilitate the development of electricity consuming and generating projects and provide flexibility; and
- (b) conditions precedent should not unduly impede the ability of Western Power to provide covered services to applicants with later priority or cause uncertainty and delay; and
- (c) conditions precedent should not constitute an inappropriate barrier to entry into a market or be for the purpose of hindering or preventing access by any person to covered services.

4.7 Conditions precedent and determination of spare capacity

In determining whether there is sufficient spare capacity to provide covered services requested in an application, Western Power must regard any existing conditional access contract as being unconditional.

4.8 Conditions precedent not longer than 8 months

- (a) Western Power and an *applicant* may not enter into an *access contract* that contains a condition precedent for which a period of longer than 8 months from the date the *access contract* was entered into is allowed for its fulfilment.
- (b) If, after 8 months, a condition precedent in an access contract has not been fulfilled, then:

- (i) if there is no competing application, Western Power and the relevant user may agree within 20 business days to extend the period in the access contract allowed for the satisfaction of conditions precedent by up to a further 6 months; or
- (ii) if there is a *competing application*, then, subject to clause 6, Western Power and the existing *user* must negotiate in good faith within 20 *business days* to accommodate both the *user's* and the *competing applicant's* requirements.

{Note: this might mean sharing the costs of *augmentation* as calculated under the contributions policy, or some other means of resolving the conflict.}

- (c) If no agreement is reached under clause 4.8(b), then the *user* may either:
 - (i) terminate the access contract; or
 - (ii) waive any conditions precedent that are for the benefit of the *user* if that would result in the *access contract* becoming unconditional; or
 - (iii) refer this matter to the Arbitrator as an access dispute.

4.9 Security

- (a) Subject to clause 4.9(b), if there is a material risk that the *applicant* will be unable to meet any or all of its liabilities under an *access contract* resulting from the *applicant*'s *application*, then Western Power may require the *applicant* to procure:
 - (i) an indemnifier acceptable to Western Power (acting as a reasonable and prudent person) who will agree to be a party to the access contract and indemnify Western Power in respect of those liabilities; or
 - (ii) a guarantor acceptable to Western Power (acting as a reasonable and prudent person) to provide a guarantee in favour of Western Power substantially in the form set out Schedule 1,
- (b) If an applicant has an unqualified credit rating of at least:
 - (i) BBB from Standard and Poor's Australia Pty Ltd; or
 - (ii) Baa from Moody's Investor Service Pty Ltd,

and provides evidence to this effect to Western Power, without limiting the User's security obligations related to clause 4.9(c), then Western Power is not entitled to require the User to provide the security under clause 4.9(a).

- (c) Notwithstanding an *applicant* providing evidence that it has an unqualified credit rating in accordance with clause 4.9(b), Western Power may, as a condition under an access *contract* or otherwise, require the *user or indemnifier* to provide an irrevocable and unconditional bank guarantee or equivalent financial instrument in terms acceptable to Western Power (acting as a *reasonable and prudent person*), guaranteeing the value of any amount of any *contribution* that remains unpaid or not provided at the time of requirement.
- (d) Western Power may perform a security assessment under this clause 4.9 prior to making an access offer.

4.10 Arbitrator's powers preserved

Nothing in this clause 4 limits the *Arbitrator's* power to make an award compelling Western Power to provide access to a covered service on terms specified in the award.

5. Entering into or modifying an access contract

5.1 When access offer becomes access contract

- (a) An access offer becomes an access contract, or modifies an existing access contract in accordance with the terms of that access contract, as applicable, when signed by both parties.
- (b) Western Power must sign the access offer before giving the access offer to the applicant.

5.2 Applicant's options on receipt of an access offer

The applicant must as soon as practicable, and in any event within 30 business days after receipt of an access offer, either:

- (a) sign the access offer, thereby entering into an access contract or modifying an existing access contract, as applicable; or
- (b) by notice to Western Power reject the access offer and request amendments to the application; or
- (c) by notice to Western Power withdraw the application,

and if 30 *Business Days* after receipt of the *access offer* the *applicant* has not complied with any of clauses 5.2(a), 5.2(b), or 5.2(c), then (unless the *Arbitrator* makes an order extending the time limit on the ground that the delay is beyond the *applicant*'s reasonable control) the *applicant* is to be taken to have withdrawn its *application*.

5.3 If applicant rejects access offer

If the *applicant* rejects an access offer and requests amendments to the *application* under clause 5.2(b), Western Power must:

- (a) prioritise the amended application in accordance with clause 24.13; and
- (b) address the amended *application* in accordance with this *applications* and *queuing* policy; and
- (c) make a further access offer to the applicant as soon as practicable in accordance with this applications and queuing policy.

5.4 If applicant accepts access offer

If the applicant signs the access offer, it must:

- (a) forthwith give written notice of the signing to Western Power;
- (b) as soon as practicable procure the stamping of the signed access contract, if applicable, and pay all stamp duties that are assessed by the Office of State Revenue on the access contract; and
- (c) as soon as practicable thereafter give to Western Power at least one original copy of the signed and stamped access contract.

5.5 Access application ceases to exist after signing

Upon an applicant signing an access offer, the application in response to which the access offer was made ceases to exist.

6. Confidentiality

6.1 Confidential information

Information which Western Power is required to disclose under clauses 24.16(a), 24.16(b) or 24.16(c) is not confidential information.

6.2 Confidential information must not be disclosed

Western Power, an applicant or a disclosing person must not disclose confidential information unless:

- (a) the disclosure is made to the Authority on a confidential basis; or
- (b) the disclosure, where it is made by an applicant or a disclosing person, is made to a worker of Western Power who is bound by an adequate confidentiality undertaking; or

- (c) the disclosure is made with the consent of the disclosing person; or
- (d) the disclosure is required or allowed by law, or by the Arbitrator or another court or tribunal constituted by law; or
- (e) the information has entered the public domain other than by breach of this clause 6.2; or
- (f) the information could be inferred by a reasonable and prudent person from information already in the public domain.

PART B - ELECTRICITY TRANSFER APPLICATIONS

7. Costs and timing of processing electricity transfer applications

7.1 Where applicant seeks a reference service

- (a) An applicant who seeks a reference service must pay to Western Power the lodgement fee in the price list specified as being applicable to the applicant's application in this applications and queuing policy, which will be either:
 - (i) a new connection point fee; or
 - (ii) an access contract modification fee; or
 - (iii) a new access contract fee.
- (b) If the applicant is not an existing user, then the lodgement fee must be paid at the time the applicant lodges its electricity transfer application.
- (c) If the *applicant* is an existing *user*, then the *lodgement* fee will be added to the next invoice under the *user*'s existing *access contract*.
- (d) Western Power must notify the *applicant* that it has received the *applicant*'s electricity transfer application within 5 business days.
- (e) Subject to Western Power performing a security assessment under clause 4.9, if the applicant is an existing user and selects a reference service, then Western Power must use reasonable endeavours to make an access offer, by notice to the applicant, to modify the applicant's access contract:
 - (i) within 5 business days of receiving the complete electricity transfer application; or
 - (ii) within 5 business days of an access offer being signed by an applicant for any associated connection application,

whichever is later.

- (f) Subject to Western Power performing a security assessments under clause 4.9, if the *applicant* is not an existing *user*, and selects a *reference* service, Western Power must use reasonable endeavours to make an access offer:
 - (i) within 10 business days of receiving the complete electricity transfer application; or
 - (ii) within 5 business days of an access offer being signed by an applicant for any associated connection application,

whichever is later.

7.2 Where applicant seeks a non-reference service

- (a) An applicant seeking a non-reference service, including, but not limited to, an exit service or an entry service or a bidirectional service with a different tariff or a different access contract than for an equivalent reference service, then the applicant must, when requested by Western Power, pay an amount to Western Power in respect of a reasonable cost incurred, or to be incurred within a reasonable timeframe, in processing the application.
- (b) The total of the costs referred to in clause 7.2(a) must not exceed the reasonable costs which would be incurred by a prudent service provider, acting efficiently and in good faith, seeking to achieve the lowest practicable cost of processing the application.
- (c) The costs referred to in clause 7.2(a) must not include any costs of Western Power in relation to an access dispute (which are to be awarded by the Arbitrator under Chapter 10 of the Code).
- (d) If an *applicant* selects a *non-reference* service, then Western Power must make an access offer as soon as practicable after the *complete application* is lodged, having regard to the nature of the *non-reference* service being sought by the *applicant*.

7.3 Connection application costs not affected

Nothing under this Part B affects costs applicable for a connection application.

7.4 Variation from this applications and queuing policy

An applicant and Western Power may agree to deal with any matter in connection with the applicant's application in a manner different to the treatment of the matter in this applications and queuing policy as long as the ability of Western Power to provide a covered service that is sought by another applicant is not impeded.

8. Eligibility criteria for reference services

If an applicant seeks a reference service and Western Power is satisfied as a reasonable and prudent person that the applicant does not meet the eligibility criteria given in the access arrangement for the reference service, then Western Power may reject the applicant's electricity transfer application.

9. Electricity transfer application for a new connection point

9.1 Customer transfer request

- (a) An incoming retailer may lodge a customer transfer request with Western Power with respect to a contestable exit point. With respect to the customer transfer request:
 - (i) Western Power, the *incoming retailer* and the *previous retailer* must comply with the *Customer Transfer Code*; and
 - (ii) except as specified in this clause 9, this applications and queuing policy does not apply.
- (b) Western Power must not process the *customer transfer request* if it determines under clause 13 that the *exit point* is not *contestable*.
- (c) Western Power must process a customer transfer request such that the incoming retailer receives the same covered service at the same contracted capacity as the previous retailer.
- (d) The exit point must be transferred as a complete and indivisible unit such that all associated meters are transferred in one transaction.
- (e) If the *incoming retailer* seeks to modify the *covered service* with respect to an *exit* point that has been the subject of a *customer transfer request*, then that *incoming retailer* must make an *application* under this *applications and queuing policy* as a separate transaction after the *customer transfer request* has been processed.

9.2 Creating a new connection point or connecting new generating plant

- (a) An applicant who seeks to create a new connection point or to install new generating plant at an existing connection point must:
 - (i) submit an electricity transfer application on the application form that is applicable for the type of facilities and equipment to be connected at the connection point; and
 - (ii) submit, or procure that its customer submits, a connection application.

- (b) If the applicant is seeking a reference service, then:
 - (i) if the applicant is an existing user, the new connection point lodgement fee applies to the application; or
 - (ii) if the applicant is not an existing user, the new access contract lodgement fee applies to the application,

but if the *applicant* is seeking a *non-reference* service then clause 7.2 applies to the *application*.

- (c) If an applicant submits an electricity transfer application subsequent to Western Power making an access offer for an associated connection application (to the applicant, its customer or another person) and:
 - (i) the capacity; or
 - (ii) the services start date (as relates to the transfer of electricity); or
 - (iii) the services end date (as relates to the transfer of electricity),

sought in the connection application and the electricity transfer application are not the same, such that the application of the contributions policy based on the information in the electricity transfer application would produce a contribution different to that specified in the access offer for the associated connection application, then Western Power may:

- (iv) where the *contribution* would be higher to that specified in the *access offer*, require the *applicant* to pay the difference; or
- (v) where the contribution would be lower to that specified in the access offer and the contribution specified in the access offer has been paid by the applicant, rebate the difference to the person who paid a contribution in respect of the connection application,

as applicable.

- (d) The services start date for the covered services sought under the electricity transfer application will be the later of:
 - (i) the services start date (as relates to the transfer of electricity) sought in the connection application; or
 - (ii) the services start date sought in the electricity transfer application; or
 - (iii) the completion date of any works resulting from the connection application.

10. Electricity transfer application to modify an existing covered service

10.1 Selection of different covered service or selection or modification of an existing nonreference service

- (a) An applicant may make an electricity transfer application to select a different reference service, or to select or modify a non-reference service, with respect to a connection point in the applicant's access contract, by notice to Western Power.
- (b) If the applicant is seeking a reference service, then the new connection point lodgement fee applies to the application.
- (c) If the applicant is seeking a non-reference service then clause 7.2 applies to the application.
- (d) If Western Power considers, as a reasonable and prudent person, that the requested change in covered service indicates that the applicant will require a greater capacity, then:
 - (i) Western Power must notify the *applicant* within 5 business days whether the *applicant* must also submit, or procure that its *controller* submits, a *connection application* for an increase in *contracted capacity*; and
 - (ii) the priority of such connection application shall be determined:
 - (A) if a complete connection application is received by Western Power within 20 business days of the notice sent to the applicant under clause 10.1(d)(i), from the date Western Power received the electricity transfer application electricity transfer application under clause 10.1(a); and
 - (B) otherwise, from the date Western Power received the *complete* connection application.
- (e) If the application requests a new covered service that is serviced at a different voltage than the existing covered service, then Western Power must notify the applicant that it must submit, or procure that its controller submits, a connection application.

10.2 Increase or decrease in contracted capacity

(a) An electricity transfer application to increase or decrease contracted capacity with respect to an existing covered service under the applicant's access contract may be made by notice to Western Power.

- (b) The *lodgement fee* for an access contract modification applies to the *applicant's* application, plus any costs for any associated connection application.
- (c) Western Power must notify the *applicant* whether or not it accepts the increase or decrease in *contracted capacity* within 5 *business days* of receipt by Western Power of the *applicant*'s notice under clause 10.2(a) (or such further time as a prudent service provider would reasonably require to consider such *application*).
- (d) Western Power must accept the increase or decrease in contracted capacity if it forms the view as a reasonable and prudent person that:
 - (i) accepting the increase or decrease in *contracted capacity* would not be likely to impede the ability of Western Power to provide a *covered service* sought in an *application* lodged by another *applicant*; and
 - (ii) it is not likely that an *augmentation* or any *work* would be required to provide the increase or decrease in *contracted capacity*, and
 - (iii) in the case of a second or further *application* or notice in any rolling period of 12 months, the additional *applications* or notice satisfies clause 10.3.
- (e) If Western Power determines that it cannot form the view required for acceptance of the increase or decrease in *contracted capacity* under clause 10.2(d), then:
 - (i) Western Power must notify the *applicant* that it must submit, or procure that its *controller* submits, a *connection application*; and
 - (ii) the priority of such connection application shall be determined:
 - (A) if a complete connection application is received by Western Power within 20 business days of the notice sent to the applicant under clause 10.2(e)(i), from the date Western Power received the electricity transfer application under clause 10.2(a); and
 - (B) otherwise, from the date Western Power received the complete connection application.

10.3 More than 1 change or modification within 12 months

If Western Power receives:

- (a) more than 1 application or notice under clause 10.1; or
- (b) more than 1 application or notice under clause 10.2,

seeking to change the *covered service*, including to decrease or increase the contracted capacity, with respect to a single *connection point* in any rolling period of 12 months, then in relation to each additional *application* or notice Western Power:

- (c) may, subject to this clause 10, accept the change of covered service, where Western Power is satisfied, as a reasonable and prudent person, that the new covered service will be sufficient to meet the actual requirements of the applicant, and that it is required by reason of one or more of the following circumstances:
 - (i) a change in the actual consumption or generation by the applicant in respect of that connection point over the 12 month period prior to the applicant giving notice under clause 10.1(a) or 10.2(a) (as applicable), as recorded by the metering equipment; or
 - (ii) a change in the nature of the business or operation conducted at the connection point; or
 - (iii) a shutdown of the business or operation conducted at the connection point (including a shutdown for maintenance purposes) for longer than 1 continuous month; or
 - (iv) a rapid increase or decline in the business at the connection point; or
 - a decrease in the number of capacity credits (as defined in the Market Rules) allocated to any generating plant at the connection point under the Market Rules; or
 - (vi) as part of a relocation or; or
 - (vii) some other special circumstance,

and

(d) is entitled to refuse the change in covered service where Western Power is satisfied, as a reasonable and prudent person, that the change is sought by reason of the seasonal nature of the business or operation at the connection point.

10.4 Modification of generating plant

- (a) An applicant must make a connection application before materially changing any of those characteristics of generating plant connected at a connection point required to be provided in the applicable application form.
- (b) If the applicant signs an access offer in respect of the connection application, then the parties must amend the applicant's access contract accordingly.

11. De-energisation and re-energisation

11.1 De-energisation

A request by a user to Western Power to de-energise an existing connection point under the user's access contract or applicable laws is not an application and this applications and queuing policy does not apply to it.

11.2 Re-energisation

- (a) An applicant who seeks to re-energise an existing de-energised connection point must submit an electricity transfer application on the application form that is applicable for the type of facilities and equipment connected or to be connected at the connection point.
- (b) If the applicant does not have an electricity transfer access contract, then the lodgement fee for a new access contract applies to the application, plus costs associated with the re-energisation under the Metering Code.
- (c) If the de-energised connection point is not on the applicant's electricity transfer access contract, then the lodgement fee for a new connection point applies to the application, plus costs associated with the re-energisation under the Metering Code.
- (d) If the de-energised connection point is on the applicant's electricity transfer access contract, then only the costs associated with the re-energisation under the Metering Code apply to the application.
- (e) Subject to clause 11.2(g), Western Power must determine, as a reasonable and prudent person, within 5 business days whether it will accept the request for reenergising.
- (f) If Western Power determines that it cannot accept the request for *re-energising* under clause 11.2(e), then:
 - (i) Western Power must notify the *applicant* that it must submit, or procure that its *controller* submits, a *connection application*; and
 - (ii) the priority of such connection application shall be determined:
 - (A) if a complete connection application is received by Western Power within 20 business days of the notice sent to the applicant under clause 11.2(f)(i), from the date Western Power received the electricity transfer application under clause 11.2(a); and
 - (B) otherwise, from the date Western Power received the *complete* connection application.

(g) Nothing in clause 11.2 derogates from the obligations of Western Power to reenergise a connection point within the timeframes specified in clause 8.2 of the Code of Conduct for the Supply of Electricity to Small Use Customers 2004 or regulations 7 and 8 of the Electricity Industry (Obligations to Connect) Regulations 2005.

12. Electricity transfer application to obtain a new access contract

- (a) An applicant who seeks a new access contract, other than under clauses 8 to 11, may make an electricity transfer application by notice to Western Power.
- (b) If an applicant makes an application under clause 12(a), then:
 - (i) if the applicant seeks a standard access contract, then the lodgement fee for a new access contract applies to the application; or
 - (ii) if the *applicant* seeks an access contract that is materially different to a standard access contact, then clause 7.2 applies to the *application*.

13. Contestability assessment

13.1 Western Power must perform contestability assessment

- (a) When:
 - (i) an applicant makes an electricity transfer application or a connection application to establish a new exit point; or
 - (ii) an incoming retailer makes a customer transfer request with regard to an exit point,

Western Power must determine if the *exit point* is, or will be, *contestable* under clause 13.2.

(b) Western Power must perform an assessment under this clause 13 within 5 business days of the event that triggered the assessment.

13.2 Rules for contestability

Western Power must determine that an exit point is contestable where:

- (a) Western Power has previously determined that the exit point is contestable; or
- (b) the latest 12 months' actual consumption at the exit point is equal to or greater than the contestability threshold; or

(c) the latest 12 months' actual consumption at the exit point is below the contestability threshold, or 12 months actual consumption data does not exist, but Western Power considers, as a reasonable and prudent person, that the consumption during the next 12 months will be above the contestability threshold,

and otherwise Western Power must determine that the exit point is not contestable.

13.3 Rejection of application

Where Western Power is not authorised under the *Act* or other *written law* to make an access offer for an application relating to an exit point that is not contestable, Western Power must reject the application.

{Note: Under section 54 of the *Electricity Corporations Act* 2005 Western Power is prohibited from making an *access offer* to an *applicant* to provide *covered services* to that *applicant* at or for an *exit point* that is not *contestable*, except where the *applicant* is the 'Electricity Retail Corporation' (as defined in section 3 of the Electricity Corporations *Act* 2005) or a subsidiary of the Electricity Retail Corporation.}

14. Connection point configuration

14.1 Rules for mapping network assets to a single connection point

Western Power must comply with the following when determining the configuration of a connection point:

- (a) the proposed configuration must meet the WA Electrical Requirements, made pursuant to regulation 49 of the Electricity (Licensing) Regulations 1991; and
- a connection point may be associated with one or more revenue meters which measure and record energy data, or none if it is an unmetered connection point;
 and
- (c) if the connection point is associated with more than one revenue meter, they must be either all interval meters or all accumulation meters, and not a combination of interval meters and accumulation meters; and
- (d) a connection point may be more than one attachment point to the network, if each attachment point is operated at the same voltage; and
- (e) a connection point must have one and only one controller at the connection point; and
- (f) a connection point must have only one type of exit service, if any, and only one type of entry service, if any, and only one type of bidirectional service, if any; and
- (g) a connection point must have only one applicable loss factor.

14.2 One NMI per connection point

Western Power must allocate one NMI per connection point.

14.3 Combining multiple connection points into a single connection point

- (a) A person may make an *electricity transfer access application* to have multiple connection points supplying a single premise or adjacent premises of a single commercial or industrial complex combined into a single connection point, subject to clause 14.1, by notice to Western Power.
- (b) The *lodgement fee* for a new *connection point* applies to an *application* made under clause 14.1.
- (c) Where an *applicant* applies under clause 14.3(a), the *applicant* must demonstrate that the *connection points* are integral to a single business.
 - {For example, a supermarket acquiring adjacent *premises* to its existing *premises* with the intention of expanding its operation across these *premises* can combine the two *exit points* into a single *exit point*.}
- (d) A retailer must have verifiable consent from its customer before making an electricity transfer application to change the configuration of a connection point.
- (e) Western Power must determine, as a reasonable and prudent person, within 5 business days whether it will accept the application.
- (f) If Western Power determines that it cannot accept the *application* under clause 14.3(e), then:
 - (i) Western Power must notify the *applicant* that it must submit, or procure that its *controller* submits, a *connection application*; and
 - (ii) the *priority* of such *connection application* shall be determined:
 - (A) if a complete connection application is received by Western Power within 20 business days of the notice sent to the applicant under clause 14.3(f)(i), from the date Western Power received the electricity transfer application under clause 14.3(a); and
 - (B) otherwise, from the date Western Power received the *complete* connection application.

14.4 Separating a single connection point to create multiple connection points

(a) An applicant may make an electricity transfer application to divide a single connection point into multiple connection points, subject to clause 14.1.

- {Note: This might occur, for example, to allow the new connection points to be migrated to a different user's access contract.}
- (b) Each connection point created under clause 14.4(a) must have its own metering equipment.
- (c) Western Power must determine the *contestability* of each new *exit point* created under clause 14.4(a) separately.
- (d) A retailer must have verifiable consent from its customer before making an electricity transfer application to change the configuration of a connection point.
- (e) Western Power must determine, as a reasonable and prudent person, within 5 business days whether it will accept the application.
- (f) If Western Power determines that it cannot accept the *application* under clause 14.4(e), then:
 - (i) Western Power must notify the *applicant* that it must submit, or procure that its *controller* submits, a *connection application*; and
 - (ii) the priority of such connection application shall be determined:
 - (A) if a complete connection application is received by Western Power within 20 business days of the notice sent to the applicant under clause 14.4(f)(i), from the date Western Power received the electricity transfer application under clause 14.4(a); and
 - (B) otherwise, from the date Western Power received the *complete* connection application.

15. Time to perform obligations

15.1 Extension of time to perform obligations

- (a) If:
 - (i) Western Power (acting as a reasonable and prudent person) has requested further information from an applicant under clause 3.11 which it reasonably requires to process an electricity transfer application; and
 - (ii) the request was made as soon as Western Power became aware that it required the information; and
 - (iii) Western Power has expeditiously and diligently progressed the processing of the *electricity transfer application* before making the request, after receiving the information and (to the extent possible) between making the request and receiving the information,

then the time period for complying with any obligation under this *applications* and *queuing* policy is extended by an amount of time equal to the time taken by the *applicant* to comply with the request.

- (b) Without limiting the generality of clause 2.5, an applicant and Western Power may agree to extend any one or more of any of the time periods set out in this applications and queuing policy on one or more occasions, and:
 - (i) the time period is extended by the amount of time agreed; and
 - (ii) unless otherwise agreed, the time for complying with any other obligation is extended by the same amount of time.

15.2 Concurrent applications

Western Power must use reasonable endeavours to comply with the timeframes set out in this *applications* and *queuing* policy in respect of each *electricity* transfer application which is lodged with Western Power, whether or not it is processing more than one *electricity* transfer application concurrently.

PART C - CONNECTION APPLICATIONS

16. Specific connection applications

16.1 Connection application for a new connection point

- (a) An applicant who seeks to create a new connection point or to install new generating plant at an existing connection point must:
 - (i) submit a connection application on the connection application form that is applicable for the type of facilities and equipment to be connected at the connection point; and
 - (ii) submit, or procure that its *retailer* submits, an *electricity transfer application* under Part B of this *applications and queuing policy*.

16.2 Connection application for an increase or decrease of contracted capacity

(a) If, after processing an electricity transfer application under clause 10.2, Western Power requires a connection application, then the user must submit or, if applicable, procure that its customer submits, a connection application on the connection application form that is applicable for the type of facilities and equipment that is connected at the connection point.

(b) If a customer submits a connection application with respect to a connection point that will result in an increase to the contracted capacity of the customer's retailer for that connection point, then the customer must procure that its retailer submit an associated electricity transfer application under Part B of this applications and queuing policy.

16.3 Connection application to modify generating plant

If an applicant seeks to materially change the characteristics of generating plant connected at a connection point, then the applicant must complete those parts of the appropriate application form that deal with those characteristics, and include any additional information specified in the application form (which might include equipment schedules, drawings and computer models) that Western Power, as a reasonable and prudent person, might require to assess the impact of the modification on the network and other users.

16.4 Connection application to modify or augment the network

- (a) An applicant who seeks to modify or augment the network other than under clause 16.1 must submit a connection application on the applicable connection application form.
 - {Note: This might apply to, for example, a developer seeking to service a subdivision, a builder seeking a temporary supply, or a person seeking to relocate network assets.}
- (b) If there is no applicable application form provided for a connection application then the applicant may submit its connection application by notice to Western Power.

17. <u>Lead time for connection applications</u>

An applicant must endeavour to lodge a connection application to Western Power within a reasonable time before the requested services start date, having regard for:

- (a) the time required to determine if any *works* are required, and if so then the time required to plan, design, cost, approve, finance, construct and commission the *works*, including, if applicable, the time required to perform a *regulatory test*; and
- (b) the time required to finalise an access offer for the connection application; and
- (c) if the *applicant* has requested a derogation from the *technical rules*, then the time required to process this request.

18. Informal discussions

18.1 Applicant may contact Western Power

Prior to lodging a connection application with Western Power, an applicant may contact Western Power, where the applicant expects, in good faith, to proceed to a connection application, to discuss the proposed connection application, including to request a preliminary assessment under clause 19.3, and Western Power must engage in such discussions in good faith and use all reasonable endeavours to satisfactorily and promptly address any matters raised by the applicant.

18.2 Applicant may request studies

An *applicant* may request Western Power to undertake system studies or perform other work necessary to assist the *applicant* in preparing its *connection application*, in which case:

- (a) Western Power must endeavour to perform such work within a reasonable time, provided it does not affect the timing and cost of processing *applications* currently in the *queue*; and
- (b) for the purposes of processing *applications* currently in the *queue*, such work is to be disregarded; and
- (c) clause 20 applies.

{This might occur, for example, if the *applicant* needs input into feasibility studies to determine which of its potential projects proceeds to an *application*.}

18.3 Informal discussions not binding

The discussions under this clause 18 are not binding on Western Power, and Western Power is not liable for any error or omission that is made as a reasonable and prudent person in the discussions under this clause 18.

19. Reporting during the processing of the connection application

19.1 Initial response

- (a) Subject to clause 19.1(b), Western Power must provide an *initial response* to the applicant within 20 business days of receiving the applicant's connection application, specifying:
 - (i) the time by which Western Power will provide a preliminary assessment under clause 19.3 with regards to the *connection application* (if requested); and
 - (ii) the time by which Western Power expects to make an access offer; and

- (iii) whether the connection application has caused Western Power to give a notice under clause 24.7 to any person or, if this cannot reasonably be determined in the timeframe to give the *initial response*, the time by which Western Power expects that it will be in a position to know whether the connection application will cause Western Power to give a notice under clause 24.7 to any person.
- (b) If, by the time by which Western Power is required to give an *applicant* an *initial* response under clause 19.1, Western Power has given the *applicant* an access offer, Western Power is not required to provide an *initial* response to the *applicant*.

19.2 Initial response is not binding

An *initial response* is not binding on Western Power, and Western Power is not liable for any error or omission, which is made as a *reasonable and prudent person*, in an *initial response*.

19.3 Preliminary assessment

A preliminary assessment with regards to a connection application may consist of:

- (a) whether it is likely that there is sufficient spare capacity to provide the requested covered services or whether any works might be required to provide the covered services, including whether it is likely that any new connection assets will be required to provide the covered services requested in the application; and
- (b) if it is likely that *works* will be required operational and technical details of the *works*; and
- (c) if it is likely that works will be required whether or not a contribution will likely be required from the applicant under the contributions policy and a good faith estimate of the approximate amount of the contribution; and
- (d) if it is likely that *works* will be required a good faith estimate of the likely time required for the planning, designing, approving, financing, construction and commissioning, as applicable, of any necessary *augmentation* or *works*; and
- (e) Western Power's proposal for processing the *application*, if applicable under clause 20.2.

19.4 Progress reporting

- (a) An *applicant* must upon request by Western Power (which request will not be made more frequently than once per month) provide a progress report to Western Power containing information in reasonable detail regarding its *connection application*, including whether there has been any material change in any information previously provided by the *applicant*.
- (b) Western Power must upon request by the *applicant* (which request must not be made more frequently than once per month, and must not be made less than 1 month following the provision of an *initial response*) provide a progress report to the *applicant* containing information in reasonable detail regarding the processing of the *connection application*, including whether there has been any material change in any estimates of scope, costs or times, either for processing the *connection application* or for any *works* that might result from the *connection application*, previously provided by Western Power.

20. <u>Connection application costs</u>

20.1 Applicant must pay costs

- (a) If:
 - (i) during informal discussions under clause 18, an *applicant* requests Western Power to perform any system or other studies, prepare detailed cost estimates or do any other work to assist the *applicant* prior to the *applicant* lodging a connection application; or
 - (ii) an applicant has submitted a connection application,

then the *applicant* must, when requested by Western Power, pay to Western Power its reasonable costs incurred, or to be incurred within a reasonable timeframe, in processing the *connection application*.

- (b) The total of the costs referred to in clause 20.1(a) must not exceed the reasonable costs which would be incurred by a prudent service provider, acting efficiently and in good faith, in accordance with good electricity industry practice, seeking to achieve the lowest practicable cost of processing the connection application.
- (c) The costs referred to in clause 20.1(a) must not include any costs of Western Power in relation to an access *dispute* (which are to be awarded by the *Arbitrator* under Chapter 10 of the *Code*).

20.2 Processing proposal

Where Western Power expects that it will seek to recover costs from an *applicant* under clause 20.1:

- (a) Western Power must provide a proposal to the *applicant* outlining the scope, timing and a good faith estimate of the likely costs to be incurred for processing the connection application; and
- (b) the *applicant* may request amendments to the scope of work in the proposal, in which case Western Power must negotiate in good faith with the *applicant* regarding the proposal; and
 - {Note: This might occur, for example, where the *applicant* is able to perform some of the works itself.}
- (c) the applicant may reject the proposal, in which case the connection application and any associated electricity transfer application are deemed to have been withdrawn; and
- (d) the *applicant* may at any time request Western Power to cease processing the connection application, in which case the connection application and any associated electricity transfer application are deemed to have been withdrawn and Western Power must cease all work on the *applications*.

20.3 Disputes may be referred to *Arbitrator*

A dispute between an *applicant* and Western Power regarding a cost under clause 20 may be referred by either party to the *Arbitrator* under section 10.13 of the *Code* (expedited hearings) for determination, in which case the *Arbitrator* may either affirm the amount or reduce it.

21. Contributions policy applies

If, during the processing of the connection application, Western Power determines that works are required to provide the covered services sought in the connection application, then the contributions policy applies to the connection application.

22. First come, first served principle

Subject to the *queuing rules*, Western Power must ensure that *connection applications* are processed in accordance with the *first come*, *first served* principle.

23. Release of contracted capacity

Without limiting the circumstances by which spare capacity becomes available on the network, when an existing user reduces contracted capacity at one connection point and that reduction increases spare capacity, then any application for that spare capacity must be processed by Western Power in accordance with clause 22, regardless of whether the user makes a concurrent connection application at that or another connection point.

24. Queuing rules

24.1 When queuing rules apply

- (a) The queuing rules apply only where there are competing connection applications.
- (b) The queuing rules apply to determine the priority of an applicant's connection application in the queue.

24.2 Initial priority of a connection application

- (a) Subject to clauses 24.3 and 24.10, the *priority* of an *applicant's connection* application in a queue is to be determined by reference to the time at which the application is lodged (which is the time at which Western Power actually receives the connection application) or deemed to be lodged under this applications and queuing policy, as applicable.
- (b) If an applicant submits more than one connection application, then the applicant has a different priority in respect of each connection application, and every reference in the queuing rules to the applicant's priority is to be read as a reference to the applicant's priority in respect of the relevant connection application.

24.3 When queuing rules do not apply

The queuing rules do not apply to a transition application.

24.4 More than one queue

Under clause 24.2(a), there may from time to time be more than one *queue* in respect of a *network*.

{Example: One group of applications may relate to new generation projects in one part of a network and another group of applications may relate to new consumers at an industrial area at a different part of the network and each group of applications may be in a separate queue.}

24.5 When bypass is permitted

Subject to the process in clauses 24.7 to 24.9, bypass is permitted:

- (a) to the extent necessary to better achieve the Code objective; or
- (b) to the extent necessary to allow a supplier of last resort (as defined in the section 67 of the *Act*) to comply with its obligations under Part 5 of the *Act*; or
- (c) to the extent necessary to allow a default supplier (as defined in the section 59 of the *Act*) to comply with its obligations under section 59 of the *Act*; or
- (d) if required under a Law.

24.6 When the bypass test might be satisfied

Without limiting clause 24.5, circumstances where the *bypass* test in clause 24.5 might be satisfied include:

- (a) where a connection application that has earlier priority in a queue cannot, and a connection application with later priority can, presently proceed to a signed access contract or otherwise progress through the applications process, for example because:
 - (i) the *applicant* with earlier *priority* has not obtained environmental or other approvals that it requires in order to proceed; or
 - (ii) of delays in processing the connection application that has earlier priority caused by the arbitration of an access dispute;

or

- (b) where an applicant fails to use reasonable endeavours to progress its connection application in accordance with this applications and queuing policy; or
- (c) where the connection application is frivolous, vexatious or was not made in good faith.

24.7 Western Power to give notice

If Western Power considers that the *bypass* test in clause 24.5 is satisfied in relation to a *connection application*, it must give the *applicant* a notice (subject to clause 6.2) setting out in reasonable detail the basis on which Western Power considers that the *bypass* test in clause 24.5 is satisfied and requiring the *applicant* to either:

- (a) if possible, progress the application; or
- (b) otherwise provide information to Western Power demonstrating why the *connection* application should not be bypassed.

24.8 Western Power may bypass after fresh determination

At least 20 *business days* after giving a notice under clause 24.7, Western Power must make a fresh determination, having regard to all relevant material, including anything which has occurred, and any information provided, since the notice was given under clause 24.7, whether the *bypass* test in clause 24.5 is satisfied. If Western Power considers that the *bypass* test in clause 24.5 is satisfied, it may *bypass* the *connection application* to the extent permitted under clause 24.5.

24.9 Western Power to provide reasons for bypass

If Western Power bypasses a connection application under clause 24.8, Western Power must (subject to clause 6.2) provide reasons to the applicant for its decision to bypass the connection application including information in reasonable detail explaining on what basis Western Power determined that bypassing the connection application was necessary to better achieve the Code objective under clause 24.5.

24.10 Connection applications in relation to tender projects

- (a) If:
 - (i) two or more *applicants* notify Western Power that they are competing under a tender process, with respect to new *generating plant*; and
 - (ii) only the *applicant* that is successful in its bid will proceed with an access contract,

then Western Power must assign the same *priority* to those of the *connection* applications that are competing, equal to the *priority* of the earliest such *connection* application.

(b) If an *applicant* who has been unsuccessful in a tender process under clause 24.10(a) decides to continue with a *connection application*, then the *priority* of the *connection application* become the *priority* the *connection application* would have had based on the date the *applicant* submitted the *connection application*.

24.11 Processing of connection applications not affected

Nothing in the *queuing rules* prevents Western Power from processing more than one *connection application* concurrently.

24.12 Priority of withdrawn connection applications

An application which is withdrawn or deemed by this applications and queuing policy to have been withdrawn, loses its *priority* under the *queuing rules*, even if it is subsequently amended or resubmitted.

24.13 Priority of amended connection applications

- (a) Subject to clause 24.13(b), an amended connection application has the same priority as the original connection application.
- (b) Subject to clause 24.13(c), if an amended *connection application* is materially different from the original *connection application*, and if the difference is such that an *applicant* whose *competing application* has a date of *priority* subsequent to the original *connection application* is materially prejudiced in terms of the likelihood, timing, cost and terms of its obtaining access (compared with that later *applicant*'s position with respect to the original *connection application*), then:
 - (i) if it is possible to construe the amended connection application as a combination of the original connection application and a notional supplementary connection application (whether for further capacity or otherwise), the original connection application retains its priority and the notional supplementary connection application has priority according to the time of amendment; but
 - (ii) otherwise the amended connection application has priority according to the time of amendment.
- (c) For the purposes of clause 24.13(b), without limiting the ways in which an amended connection application may be materially different from the original connection application, an amended connection application is not materially different from the original connection application if the capacity sought in the amended connection application is less, or less than 5% more than, the capacity sought in the original connection application.

24.14 Dormant applications

- (a) Where Western Power holds the opinion as a reasonable and prudent person that it is unlikely that an access offer will be signed in respect of an applicant's dormant application, and Western Power has received a competing application, then Western Power must give the applicant a notice requiring the applicant to provide information to Western Power demonstrating why the dormant application should not be taken to have been withdrawn by the applicant.
- (b) At least 20 business days after giving a notice under clause 24.14(a), Western Power must make a fresh determination, having regard to all relevant material including anything which has occurred, and any information provided, since the notice was given under clause 24.14(a) whether the dormant application should be taken to have been withdrawn by the applicant.

(c) If Western Power makes a determination under clause 24.14(b) that the *dormant* application should be taken to have been withdrawn by the *applicant* then the *dormant application* is deemed to have been withdrawn by the *applicant*.

24.15 Existing access contracts and determination of spare capacity

In determining whether there is sufficient spare capacity to provide covered services requested in a connection application, Western Power must assume that any existing access contract will be renewed in accordance with the terms of that access contract.

24.16 Provision of information about position in queue

Western Power must make known to any *applicant* with a *connection application* in a *queue*, or to any existing *user* with a conditional *access contract* under clause 4.8:

- (a) in respect of each competing connection application in the queue:
 - (i) the fact that the competing connection application exists in the queue; and
 - (ii) whether the competing connection application is ahead of, or behind, the applicant's position in the queue;

and

- (b) a description of the circumstances which caused the *connection applications* in the *queue* to be *competing connection applications* (including information in reasonable detail regarding the aggregated *capacity* requirements of those *competing applications* which are ahead of the *applicant* in the *queue*); and
- (c) the likely time until the making of an access offer and the commissioning of any necessary augmentation in respect to the competing connection application; and
- (d) except to the extent that it is prevented from doing so by clause 6.2, in respect of each competing application in the queue:
 - (i) the capacity requirements of the competing connection application; and
 - (ii) the geographic location at which the competing connection application seeks the capacity; and
 - (iii) reasonable details regarding any augmentation required by the competing connection application.

24.17 When Western Power is to provide queue information

Western Power must provide the information in clause 24.13:

- (a) as part of the *initial response* to an *application* to the extent Western Power is reasonably able to do so, but in any case as part of the preliminary assessment under clause 19.3 with respect to an *application*; and
- (b) at any time after a reasonable request by the *applicant* for updated information; and
- (c) as soon as practicable after a material change in the information previously notified under this clause 24.17, including when information of the kind referred to in clause 24.16(d) which was previously withheld on the ground that Western Power was prevented from doing so by clause 6.2 is no longer entitled to be withheld on that ground.

25. Additional terms of the access offer

25.1 Terms under contributions policy

Western Power must include as terms of the access offer:

- (a) the amount of any *contribution* and other payments, such as rebates, determined under the *contributions policy*; and
- (b) any terms related to the provision of the *contribution* that the *applicant* has selected under the *contributions policy*.

25.2 Exemptions from technical rules

The terms related to any exemption to the *technical rules* determined under Chapter 1 of the *technical rules* must be included in the *access offer*.

26. Making the access offer

Western Power must, acting as a reasonable and prudent person, give an access offer to the applicant as soon as practicable after the complete connection application is lodged, having regard to the nature of the connection application.

SCHEDULE 1 FORM OF GUARANTEE

DATE []

PARTIES

- 1. [### ACN ### a company registered in ### of ###] ("Guarantor"); and
- 2. Electricity Networks Corporation ABN 18 540 492 861, a statutory body corporate established by paragraph 4(1)(b) of the *Electricity Corporations Act* 2005 (WA) of 363 Wellington Street, Perth, Western Australia ("Western Power").

RECITALS

- A. Western Power may in its discretion provide Services to [###] ("the User") under an Access Contract at the request of each of the User and the Guarantor.
- B. The Guarantor wishes to execute this Guarantee to secure payment of all amounts payable under the Access Contract to Western Power.

OPERATIVE PROVISIONS

(a) Guarantee

The Guarantor unconditionally and irrevocably Guarantees as a continuing security to Western Power payment by the User of all moneys and liabilities due and/or payable from or by the User to Western Power under or in connection with the contract dated [###] ("Access Contract") created between the User and Western Power ("Secured Moneys"), including moneys and liabilities incurred or arising:

- (i) (liability): at any present or future time, whether actually or contingently;
- (ii) (default): as a result of any breach of or default under the Access Contract; and/or
- (iii) (account): by way of principal, interest, cost, charge, expense, disbursement, fee, tax, stamp or other duty, indemnity, damages or monetary judicial order.
- (b) Secured Moneys
 - (i) Demand payment

The Guarantor must pay to Western Power, upon demand by Western Power at any present or future time, the amount of the Secured Moneys due from and payable by the User to Western Power at that time under, and in the manner and currency specified in, the Access Contract.

(ii) Costs

The Guarantor must at any present or future time indemnify Western Power upon demand for any cost, charge, expense, disbursement, fee, tax or stamp or other duty incurred by Western Power at any time in connection with the Access Contract, this Guarantee or the Secured Moneys relating to:

- (A) (**security agreements**): preparation, negotiation, execution or performance, or any termination, amendment, consent, claim, demand or waiver;
- (B) (**security rights**): any exercise or enforcement of any right or power conferred on Western Power;
- (C) (credit increases): any extension of further, additional or increased credit or financial accommodation by Western Power, or agreement by Western Power to increase the amount secured; and/or
- (D) (payments): the receipt or payment of any moneys, including moneys paid by Western Power by way of reimbursement to any third party.

(iii) Set-Off exclusion

The Guarantor must make any payment required under this Guarantee without setoff or other deduction, except for the deduction or withholding of any tax compelled by law.

(c) Indemnity

The Guarantor must as a separate and additional liability of the Guarantor as a principal debtor, and not as a surety, indemnify Western Power against, and pay to Western Power upon demand by Western Power an amount equal to, all Secured Moneys that are or may become invalid, unenforceable, illegal or irrecoverable for any reason or under any circumstances as a liability to Western Power by the Guarantor as a surety, despite any other provision of this Guarantee.

(d) Guarantee protection

This Guarantee, and the liability of the Guarantor under this Guarantee, is not affected at any time by:

- (i) (waiver): the granting to any person by Western Power of any waiver;
- (ii) (agreements): any agreement, deed or document created with, or action or omission performed, representation made or non-disclosure of any fact or information by, Western Power or any person;
- (iii) (**Secured Moneys**): any increase or variation in the amount of the Secured Moneys occurring for any reason;

- (iv) (document amendment): any amendment to or transfer, release or termination of any agreement, deed or document or any right, power or liability of any person under any agreement, whether for or without consideration;
- (v) (enforcement decisions): any exercise or enforcement, or any failure or invalidity in, the exercise or enforcement by Western Power of any right or power conferred on Western Power under any agreement, deed or document or by law;
- (vi) (invalidity): any actual or potential invalidity, unenforceability, illegality or irrecoverability of any agreement, deed or document or consent or any payment made or due to Western Power under any agreement for any reason;
- (vii) (incapacity): any incapacity or absence of power or authorisation of, or other fact relating to, any person in connection with the execution of any agreement, deed or document or otherwise, including any change in the constitution or membership of any person; or
- (viii) (**residual**): any other breach, default, waiver or fact which, except for this provision, might legally operate:
 - (A) to release or discharge or have any prejudicial effect on; or
 - (B) in any manner to release or discharge the Guarantor from performance of, or limit or provide a defence to any legal action to enforce,

this Guarantee, or any liability of the Guarantor under or in connection with this Guarantee.

(e) Termination

The Guarantor is not entitled to terminate or limit this Guarantee, or any liability of the Guarantor under this Guarantee, until the Secured Moneys have been paid in full.

(f) Governing Law

This Guarantee is governed by and construed under the law of the State of Western Australia.

(g) General

(i) Continuing Security

This Guarantee is a continuing security and is not wholly or partially discharged by the payment at any time of any Secured Moneys, settlement of account or other fact and applies to the balance of the Secured Moneys at any time until a final termination of this Guarantee by Western Power.

(ii) Further Assurance

The Guarantor must upon request by Western Power at any time execute any document and perform any action necessary to give full effect to this Guarantee, whether prior or subsequent to performance of this Guarantee.

(iii) Waivers

Any failure or delay by Western Power to exercise any right or power under this Guarantee does not operate as a waiver and the single or partial exercise of any right or power by Western Power does not preclude any other or further exercise of that or any other right or power by Western Power.