

Portal Services Guide

Energy Innovation Toolkit Portal

About the Portal	3
Who is the Portal for?	3
How to access the Portal.....	4
Registration as a new user	5
How to apply	8
How to apply for guidance through the Innovation Enquiry Service	9
Enquiry Specifics – What to include and not to include.....	13
Confidential Information.....	15
Supporting files and lodging your enquiry	16
Editing or withdrawing your record post submission	19
How to apply for a trial waiver	20
Project description.....	24
Eligibility criteria.....	26
Innovative Trial Principles.....	27
Confidential Information.....	29
Supporting files and lodging your application.....	30
Supporting documents.....	30
Editing or withdrawing your record post submission	34
How to apply for a trial rule change	36
Further Assistance	41

About the Portal

The Australian Energy Regulator (AER) has developed the **Energy Innovation Toolkit Portal** (the **Portal**) to provide a streamlined process for users of the Energy Innovation Toolkit (the **Toolkit**) to:

- seek informal guidance from the **Innovation Enquiry Service (IES)**, or
- apply for **trials** (including trial waivers and trial rule changes) offering regulatory relief, facilitated through waivers issued by the AER and the Essential Services Commission (ESC), or rule changes administered by the Australian Energy Market Commission (AEMC).

The Portal allows you to lodge and manage your questions and applications in a central case-management system, enabling Toolkit Project Partners (the AER, AEMC, ESC and the Australian Energy Market Operator) to collaborate in assessing your applications and providing responses to your queries.¹

This Guide is for users who have already accessed the EIT website and want to find out more about how the process of applying for a trial or seeking a response to an IES enquiry will work. In this Guide, we provide information on how to use the Portal, what sort of information can assist your application, and how we will respond to your enquiry or application.

More information about the Toolkit can be [found on our website](#)², including:

- information relating to the scope of our services
- the roles and responsibilities of Toolkit Project Partners
- information about the Australian energy environment, as well as interactive tools and resources explaining energy regulation.

Who is the Portal for?

The Portal is for people intending to apply to the Toolkit for either:

- (a) informal guidance through the IES
- (b) a trial waiver from the Australian Energy Regulator or the ESC, or
- (c) a trial rule change from the AEMC.

More information about each of these applications, including what can and cannot be applied for, is [available on the website](#).³

¹ Note: while the Australian Renewable Energy Agency (ARENA) is a Toolkit Project Partner, ARENA will not have a role in the assessment or monitoring of trial projects, and will not have access to the Energy Innovation Toolkit Portal. Instead, ARENA will direct innovators to the Energy Innovation Toolkit to ensure that their projects are supported with regulatory guidance and, where appropriate, trials.

² <https://energyinnovationtoolkit.gov.au>

³ <https://energyinnovationtoolkit.gov.au/about>

How to access the Portal

The Portal can be accessed through the [Services page](#) on the Toolkit website.⁴ When you click the link ‘**Log-in to the Energy Innovation Toolkit Portal**’, you will be taken from the Toolkit website to a new environment with AER and Toolkit branding.

This is the Toolkit Portal:

The screenshot shows the AER Portal Login page. The header is dark blue with the Australian Government and AER logos, a search bar, and a 'Sign in' button. Below the header, there are links for 'Sign in' and 'Redeem invitation'. The main content area is titled 'AER Portal Login' and contains a login form with fields for 'User name' and 'Password', a 'Remember Me' checkbox, and a disclaimer. To the right, there is a section for the 'Energy Innovation Toolkit' with a 'Register for Toolkit' button and a 'Register' button for the AER Portal.

- For **returning users** with existing accounts, the username and password should be inserted and “sign in” clicked.
- For **new users**, click “Register for Toolkit” on the right-hand side. Disregard the Register button below, as this is for users of another AER Portal which is unrelated to the Toolkit.

⁴ <https://energyinnovationtoolkit.gov.au/services>

Registration as a new user

To register as a new user, enter the information in the fields nominated. Please note that items marked with an asterisk (*) are mandatory fields. This information will be used to contact you for any follow-up questions, and it's important that this information is accurate.

If you are applying on behalf of an organisation (for example, if you are an employee of an organisation and are applying on their behalf) you can link that organisation here. Note that there are also opportunities to add an additional organisation at a later stage in the form.



Energy Innovation Toolkit Portal Registration

Complete this form to gain access to the Energy Innovation Toolkit Portal. When submitted, you will receive an invitation via email to complete your registration and activate your account.

Once this is done your account will be fully active and you can begin working with the Energy Innovation Toolkit.

Personal Details

First Name *

Last Name *

Email Address *

Telephone *

Provide a telephone number

Job Title *

Organisation Association

Please choose a primary organisation that you will be associated with when using this portal, or if the organisation you want to associate with does not exist in the list, please enter its ABN in the field below instead.

Alternatively, if you do not wish to be associated with an organisation, please select the 'Do not attach to an organisation' option.

- ☐ Select the primary organisation that you wish to be associated with
- ☐ Enter the ABN for the organisation
- ☐ Do not attach to an organisation

Submit Registration Request

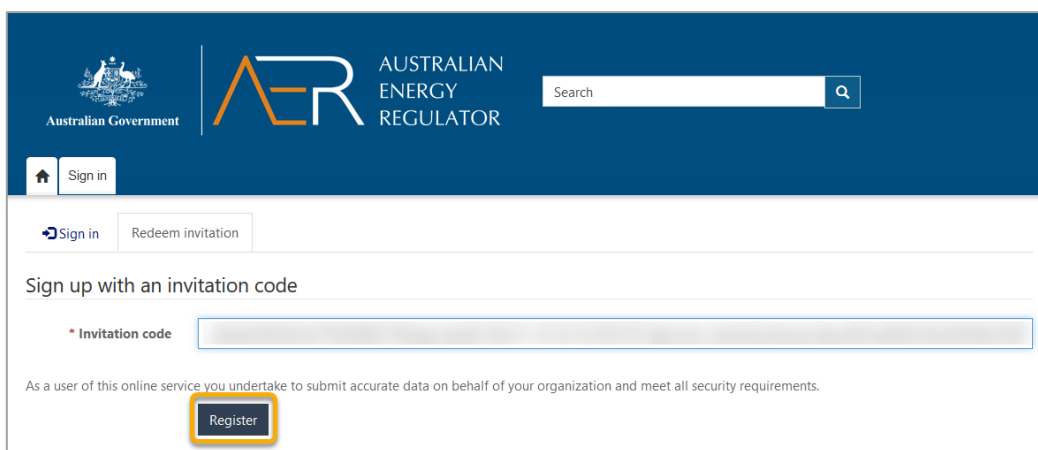
Once you have entered the relevant information, you will see the following screen:



The screenshot shows the top header of the AER Portal with the Australian Government logo, the AER logo, and the text 'AUSTRALIAN ENERGY REGULATOR'. There is a search bar on the right. Below the header, there is a 'Sign in' button. The main content area is titled 'AER Portal Registration' and contains a green message box that reads: 'Your self registration request has been submitted successfully. If it is approved, you will receive an invitation email to activate your account on the AER Portal.'

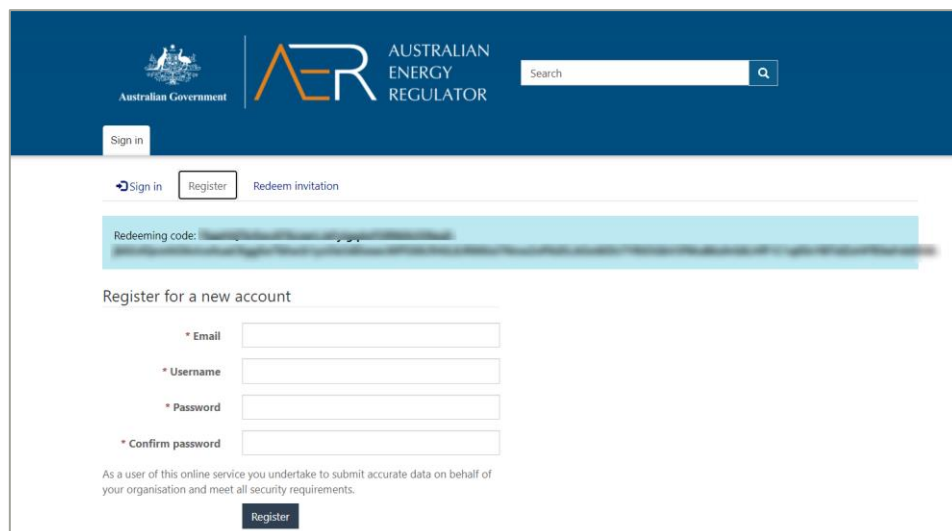
You will then receive an invitation email at your nominated email address containing a link. Click on this link to redeem the invitation.

Click the 'Register' button that will take you to the registration screen.



The screenshot shows the 'Sign up with an invitation code' screen. It has a header with the Australian Government logo, the AER logo, and the text 'AUSTRALIAN ENERGY REGULATOR'. There is a search bar on the right. Below the header, there are two buttons: 'Sign in' and 'Redeem invitation'. The main content area is titled 'Sign up with an invitation code' and contains a text input field for the 'Invitation code'. Below the input field, there is a message: 'As a user of this online service you undertake to submit accurate data on behalf of your organization and meet all security requirements.' and a 'Register' button.

On the registration screen, enter your email and create a username and password.



The screenshot shows the 'Register for a new account' screen. It has a header with the Australian Government logo, the AER logo, and the text 'AUSTRALIAN ENERGY REGULATOR'. There is a search bar on the right. Below the header, there are three buttons: 'Sign in', 'Register', and 'Redeem invitation'. The main content area is titled 'Register for a new account' and contains four text input fields: 'Email', 'Username', 'Password', and 'Confirm password'. Below the input fields, there is a message: 'As a user of this online service you undertake to submit accurate data on behalf of your organisation and meet all security requirements.' and a 'Register' button.

Username tip: This is at the user's discretion – however, we suggest that you use an email for your username as this is easy to remember.

Please read and tick the checkbox to accept the terms and conditions.

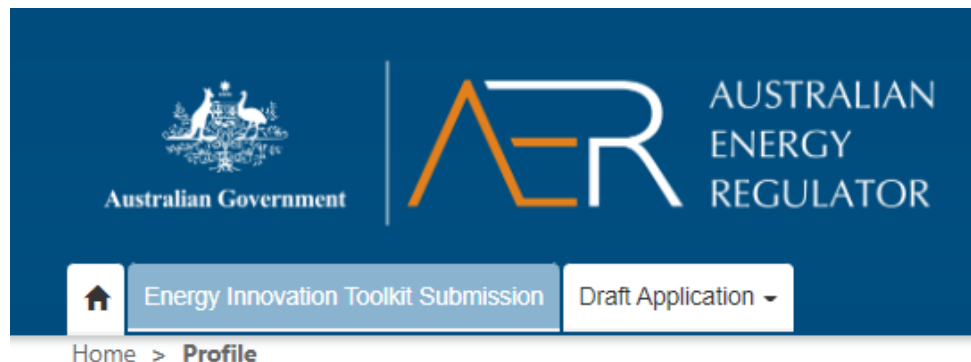
The screenshot shows the AER portal's Terms and Conditions page. The header includes the Australian Government logo, the AER logo, and a search bar. Below the header, there is a 'Sign in' button. The main content area is titled 'Terms and Conditions' and contains a paragraph explaining that the portal is an online digital service of the Australian Government, restricted to authorized users. It lists responsibilities for authorized users, such as providing correct information and keeping login details safe. It also lists prohibited actions, such as using the service for illegal activity or accessing data without authority. At the bottom, there is a checkbox labeled 'I agree to these terms and conditions.' which is highlighted with an orange box, and a 'Continue' button.

You are then taken to the Portal home page. By clicking on your name on the menu and clicking “Profile” you may choose to edit some of your details (i.e., first name, last name, email, phone number, website and title.) You may also choose to change your password if necessary.

The screenshot shows the AER portal's Profile page. The header is identical to the previous page. Below the header, there is a navigation bar with 'Energy Innovation Toolkit Submission' and 'Draft Application' buttons. Below the navigation bar, there is a breadcrumb trail 'Home > Profile'. The main content area is titled 'Profile' and contains a sidebar with links to 'Draft Application', 'Profile', 'Security', 'Change Password', and 'Change Email'. The main content area contains a form with fields for 'First Name', 'Last Name *', 'E-mail', 'Business Phone', 'Web Site', 'Title/Position', and 'Company'. Below the form, there is a section titled 'Additional Companies' with a sub-header 'Any additional companies you will submit data for'. This section has a table with columns for 'Company Name', 'ABN', and 'Address'.

How to apply

First, click on the Energy Innovation Toolkit Submission tab.



This page contains some scoping information about the services offered, and allows users to view a list of their applications (once made).

The Portal will accept applications for:

- (a) informal guidance through the Innovation Enquiry Service (IES)
- (b) a trial waiver from the Australian Energy Regulator (AER) or the Essential Services Commission (ESC), or
- (c) a trial rule change from the Australian Energy Market Commission (AEMC).

Important Note: Applications forms will time out if no action is recorded for 15 minutes. As you move through the form, the data you have entered on previous pages is saved, but if you do not proceed to the next page data on your current page may be lost if the page times out. To prevent data loss, ensure you remain active or move to the next page to save your work. Should you need to exit the form at any time, you can click on the “Energy Innovation Toolkit Submission” tab at the top of the screen. You will be able to return to your draft form by clicking on the “Draft” item shown on this page at a later time. Please note that draft applications are automatically removed from the system after 30 days if they are not actioned.

How to apply for guidance through the Innovation Enquiry Service

On the application page, select “IES Enquiry” from the first dropdown menu:

Energy Innovation Toolkit - Application Type Selection

IES Enquiry Scope	Waiver Application Scope
<p>The Innovation Enquiry Service (IES) provides innovators with guidance from the Australian Energy Regulator (AER) and other market bodies on how their new technologies or business models can be delivered under the current regulatory framework.</p> <p>For more information on what the IES can and cannot provide, please see our Innovation Enquiry Service FAQ [link].</p>	<p>Please note: national sandboxing legislation and associated rules have not yet come into effect. Trial waiver applications to the AER are currently not being accepted. Applications for trial waivers will open once sandboxing legislation has been enacted. Applications to the Essential Services Commission will open on 1 July 2022.</p> <p>Trial waivers allow the AER and Essential Services Commission to grant a time limited trial waiver for eligible trial projects, exempting an innovator from having to comply with specified rules for a period of time to allow a trial to proceed.</p> <p>For more information on trial waivers, including what innovators may need to provide in a trial waiver application, please visit the Trial page [link] or Trial FAQ [link]</p>

Please select the type of submission *

IES Enquiry

Waiver Application

In the second box, provide a brief description or title for your submission (e.g. *Gold Coast Battery Project*, or *Hydrogen Fuel Cells Enquiry*).

You will be taken to a page containing details about the scope of the IES and a series of agreements. Please read these carefully to understand how we may use and disclose your confidential and personal information, and the terms on which you will receive guidance.

All three agreements on this page must be accepted to continue. You must expand and read each agreement before you can agree to it.

Agreements

Legal Disclaimer

☐ I have read, understood and agree to the Legal Disclaimer *

Knowledge Sharing and Confidential Information Disclosure Statement

This section explains how the AER will treat your confidential information, including how this information may be shared with other Government bodies or regulators to assist in responding to your query. In some cases, confidential information may also be shared more widely in a de-identified and/or aggregated form if there is a benefit to wider knowledge sharing in our agency's reporting, or in FAQs or case-studies that we publish on our website. Please ensure you read and understand this section before proceeding.

☐ I have read, understood and agree to the Knowledge Sharing and Confidential Information Disclosure Statement *

Privacy Statement

☐ I have read, understood and agree to the Privacy Statement *

Next Page

Note: all three agreements must be opened by clicking the + button and agreed to by clicking the tick box. It is a condition of accessing the service that users accept these terms. You can find more information about our information handling and knowledge sharing processes on our website, but it is important that users understand the knowledge sharing component of the Toolkit and how this is an important part of all regulatory sandboxes (such as the Toolkit).

Once you have viewed and accepted the agreements, you will be taken to a page where you can note any organisations which are associated with your enquiry. This may include agencies you are advising, partner agencies or (if you didn't note them originally when registering as a user) the company you work for in submitting this enquiry, or any other entity you wish to link for any reason.

Home

Energy Innovation Toolkit Submission

Draft Application

Home > Energy Innovation Too... > Energy Innovation Toolkit - IES Enquiry

Energy Innovation Toolkit - IES Enquiry - SBX-0001205

Scope and Agreements ✓

Organisations

Project Information

Enquiry Specifics

Supporting Files

Summary

Organisations associated with the enquiry

Enquiries may be submitted on behalf of a third-party organisation(s), and innovation projects may involve multiple project partners. To help us better understand your enquiry, please provide information on any other organisation(s) associated with your enquiry.

Are you submitting an enquiry on behalf of a third-party, or is the applicant proposing its innovation to be delivered in partnership with other organisation(s)? *

Yes

Related Organisations

Add Organisation

Organisation Name ↑

ABN

There are no records to display.

Previous Page

Next Page

Should you wish to link an organisation to your enquiry, select “yes” from the drop-down menu and then click “Add Organisation”.

[Click here](#) to open the ABN Lookup tool

Please enter the ABN for the organisation *

Please note: ABN requires 11 characters (with no spaces) or 14 characters (including spaces) for the lookup to occur

Organisation Name *

What role are they performing in the delivery of your innovation?

Create Organisation

Cancel

To add an organisation, you will need to enter its Australian Business Number (ABN). You can find this by clicking on the underlined link to search the register of ABNs.

Once you have either added your associated organisation, or have noted that there is no organisation to add, you will be taken to the "Project Information" page. This page asks for details about you (or your organisation) and your project.

Energy Innovation Toolkit - IES Enquiry - SBX-0001205

Scope and Agreements ✓

Organisations ✓

Project Information

Enquiry Specifics

Supporting Files

Summary

Project Information

The information on this page helps us understand the type of projects and organisations that are requiring assistance from the IES in delivering their innovation. The information collected from this page may be disclosed at an aggregate level to help inform knowledge sharing and to help better the service. You, your organisation or your project will not be identifiable.

In which state(s) or territory(ies) is your project or service being delivered? *

Select or search options

Does your project relate to electricity, gas, or both? Select both answers if it relates to both electricity and gas *

Select or search options

Does your project relate to the wholesale, network, retail or generation market? Select all that apply or unsure if you do not know. *

Select or search options

Which stages of the innovation project has the applicant already completed? By telling us what stage the project is at we can tailor our guidance to suit your needs. *

Select or search options

When will your project be entering the market? *

If you have received funding or financing, please confirm the source of the funding

Select or search options

Which category best describes your organisation? If your organisation may be a combination of these, please choose the closest description *

Which of the following Government agencies have you contacted previously regarding your innovation? *

Select or search options

Previous Page

Next Page

Some questions are mandatory in order to proceed – these are marked with an asterisk (*).

We will use the information you provide to better answer your question. Don't worry if you are uncertain about the answer to any question – you can select the “unsure” response. You can also hover over underlined terms to see an explanation of what the term means.

If you have previously engaged with a government agency about your project, please note this here. If you engaged with a specific person you may also wish to note them. This may assist us in responding to your enquiry.

Once you click “Next Page” you will be taken to the “Enquiry Specifics” page. The enquiry specifics page is where you will be asked what your specific enquiry is, as well as some other information which will assist us in responding to it.

Enquiry Specifics – What to include and not to include

On this page you will be asked to respond to four questions.

- 1) The first relates to **your project or business model**, specifically “Please provide a summary in a few sentences of your innovative product, service, approach or business model. Please provide enough context of your project to assist AER in providing you with a response.”

- a) We are looking for information about your business or the product/service you are intending to launch. We appreciate any information that will help us to understand how you will run your proposal, and how it will be experienced by end-users. It is also helpful to explain here the project stage you are currently in. Here is an example of an ideal response about a hypothetical company:

I work for Example Company, a new start-up solar company operating in Victoria. We have recently secured funding to purchase land and develop a new form of solar farm outside of Small Town and have already begun development of this 2MW facility (having obtained the relevant development approvals from our local council). Our business model is designed to address a need in Small Town for cheap and clean electricity. We will be selling electricity at up to 30c/MWh cheaper than the market rate by utilising our efficient, newly patented Super Solar technology to generate electricity with 15% less energy loss This is done by [information relating to the technology]. A group of residents in Small Town have joined together to purchase a community battery and are looking to charge this battery at times where costs are low to offset their usage during peak times on the network. We are looking to sell directly from the solar farm to this battery so that the residents can benefit from our cheap, clean and local electricity, without having to subsidise expensive network costs in our isolated town. We are proposing to enter into a Power Purchase Agreement with these residents, and also to offer electricity supply to other residents of Small Town. We are also considering expanding our business in the future (depending on how the roll-out goes) to supplying smaller batteries to individual households to maximise the benefits of cheap off-peak solar generated at our farm. We will be offering “rent to buy” and “buy outright” options for these batteries.

- b) This example is ideal in form as it sets out:
 - i) the nature of the business and products (both present and future)
 - ii) what approvals have already been sought and what action has already been taken
 - iii) the intended customer base and how it will address their needs
 - iv) the context in which it will be operating.
- c) The applicant in this hypothetical example may wish to note that the information relating to the “New Technology” technical specifications is confidential, and information is provided below about the proper way in which to note this.
- d) It is important to note that the example used above is only reflective of one example of the many kinds of enquiries we anticipate we will receive. If your scenario does not resemble the above example this is not an issue and we look forward to hearing from a variety of innovators, community organisations and other entities about your new ideas and services.

- i) While it's helpful to include the information listed in (b), it's okay if you don't know all the answers and if your project is not as developed as the example enquiry above. The IES can also provide feedback on more general regulatory questions, to help orient your thinking.
 - e) At this stage feel free to provide us with any detail you feel is necessary to understand your proposal, but please note that a character limit of 5,000 is in place in each box as we are unable to consider vast quantities of information. Should you need to refer to **limited** additional resources, you are able to attach these at the next stage, but please see below comments on additional uploads. Please do not include information containing customer personal information unless you have secured appropriate consents.
- 2) The second relates to the **guidance you are seeking**, specifically: "Please describe what guidance you are seeking from the Innovation Enquiry Service. By setting out what particular questions you have we can respond to your enquiry faster. If you are unsure about some of your questions, just note this and explain what you want to know broadly."
- a) We are looking to understand what you want us to help you with. We appreciate that some users will have a very clear question in mind, and others may be less certain. Here are two examples of an equally valid responses about the above hypothetical company:

We are seeking guidance on whether we are obliged to obtain a retailer authorisation from the Australian Energy Regulator, and whether we are eligible for any exemptions from such a requirement. We are also seeking guidance as to whether any further licences or authorisations would be required if we were to branch out into selling/leasing batteries. We have already successfully obtained our development approvals and have a good understanding of our safety obligations but want to check we haven't missed anything.

or

We are unsure of what next steps are. We understand we might need to apply for licences to be able to sell to customers but need help to understand what these are and how to go about that.
 - b) In both the above examples, it is clear what assistance we will need to provide. While the first response shows a higher regulatory understanding (and a better grasp of what regulations they might have to contend with), the second is still sufficiently clear for us to provide a response. **It is important to note though** that a clear, narrow question such as the first example may receive a response faster than the less clear question.
 - c) **We strongly recommend** that all users ensure they have gone to the Website and used the resources (particularly the [Regulation Navigator](#) and [Use Cases](#)) to find out what obligations may apply. This will likely either give you the information you need to ask a simpler question or may even provide you with a full response on the spot so you don't need to wait.
- 3) The third relates to **specific regulatory concerns** you may have, specifically: "Are there particular parts of the regulatory framework you are seeking guidance on? If you have specific regulatory questions or there are broader areas of regulation that you need help with, list them here. If you already know of any issues we can do more to ensure these are responded to specifically."

- a) This is not a mandatory field, so if you don't have any specific concerns you can leave this blank.
 - b) If, however, you do have concerns about any specific regulatory obligations, you should note these here so we know what to focus on.
- 4) The fourth and final question relates to how your **innovation will help consumers**.
- a) Energy is an essential service which people depend upon for their health and wellbeing. As such it is important that consumers are protected in their energy dealings.
 - b) All energy innovations should consider how their business model or proposal will positively or negatively impact consumers.
 - c) If the IES receives high demand and prioritisation criteria are implemented, enquiries which evidence strong consumer benefits may be prioritised over enquiries which do not.
 - d) Consumer benefits can include (but of course aren't limited to) cheaper energy, improved service delivery, increased reliability, increased market competition, and response to customer demands (e.g. customer demands for renewable energy or locally-produced energy). If you are claiming any of these (or other) benefits apply, you should set out **how** they apply.

Confidential Information

At this stage of the application, it might be necessary for you to provide us with certain confidential information relating to your project. You can find out more about our confidentiality and our knowledge sharing processes on the [website](#).

It is a condition of accessing the service that users agree to us sharing **de-identified, aggregate information** about their projects for government and knowledge sharing purposes.

If you wish to claim confidentiality over any specific elements of your proposal, you should identify these in the form by clicking on the "If you have any confidential information to identify here, please tick this box and input below" option as follows:

Project Description

Please provide a summary in a few sentences of your innovative product, service, approach or business model. Please provide enough context of your project to assist AER in providing you with a response. *

I work for Example Company, a new start-up solar company operating in Victoria. We have recently secured funding to purchase land and develop a solar farm outside of Small Town, and have already begun development of this 2MW facility (having obtained the relevant development approvals from our local council). Our business model is designed to address a need in Small Town for cheap and clean electricity. We will be selling electricity at up to 30c/mwh cheaper than the market rate by utilising our efficient, newly patented Super Solar technology to generate electricity with 15% less energy loss. This is done by [information relating to technology].

☒ If you have any confidential information to identify here, please tick this box and input below

The information relating to the technical specifications of the Super Solar technology is highly confidential and must be treated as such. The information relating to our energy charges is also confidential at this stage prior to launch.

The above example shows how to claim confidentiality over certain information. **Please also include** reasons in support of your confidentiality claim in this text box.

Please note that **claiming confidentiality** over certain information in the above manner **does not override** the information sharing agreements set out at the start of the Portal. By consenting to those agreements and completing this application, you agree to us sharing details (including confidential information) about your proposal with the other energy market bodies who are project partners (the Australian Energy Market Commission, the Australian Energy Market Operator and the Essential Services Commission) to enable them to provide responses to your enquiry, and to us sharing de-identified aggregate information about your proposal more broadly for reporting and knowledge sharing.

Supporting files and lodging your enquiry

Once you have completed the enquiry specifics and pressed “Next Page”, you will be taken to a page where you can upload supporting files **if necessary**.

Energy Innovation Toolkit - IES Enquiry - SBX-0001205

Supporting Files

Please use this page to upload additional information which will assist us in answering your enquiry. The AER is unable to review large quantities of information. Please ensure that you only upload documents where absolutely necessary and where this information cannot be entered into other response items in this Portal. Please ensure any confidential information is identified appropriately within the attachment before uploading.

[Click here to view the confidential information statement](#)

Optional supporting material file

Uploaded files

No files have been uploaded

Providing supporting files may be helpful in limited circumstances but should not generally be relied upon. **Examples of a helpful supporting file** could include:

- 1) A diagram of a proposed generation plant highlighting how energy will be developed and transported to either the network or to specific premises.
- 2) A copy of advice previously received about the project from which your questions are derived.
- 3) A short (less than 5 pages) business proposal setting out specific plans and consumer models.

Examples of unsuitable supporting files include:

- 1) Marketing material.
- 2) Long (greater than 5 pages) documents not directly relevant to the regulatory question at hand.
- 3) Material duplicating the information you have provided elsewhere in the application.

Uploaded files should only be used where absolutely necessary; instead, users should rely upon the text boxes provided to note any relevant background. We are not able to review large quantities of material for any IES enquiry.

If you are confident that the material you are seeking to upload is directly relevant and helpful (in line with the above guidance), you can upload this by:

- (a) selecting the relevant kind of material it is from the drop-down list and
- (b) clicking the “Add File” button, and then selecting “choose file”.

This will then bring up your local drive through which to upload your chosen document (noting the accepted file types listed on this window). Once you have uploaded the file the following green bar will appear:

×

Upload File

Optional supporting material file

Choose file

Example Document.pdf

Accepted file types: pdf,jpg,jpeg,png,bxt,doc,docx,xls,xlsx

File name: Example Document.pdf

File size: 62.81 KB

File type: pdf

File uploaded successfully

Upload File

Cancel

To proceed, click “Upload File”. You will return to the original page and should see the file under “Uploaded files” as follows:

Energy Innovation Toolkit - IES Enquiry - SBX-0001205

Scope and Agreements ✓
Organisations ✓
Project Information ✓
Enquiry Specifics ✓
Supporting Files
Summary

Supporting Files

Please use this page to upload additional information which will assist us in answering your enquiry. The AER is unable to review large quantities of information. Please ensure that you only upload documents where absolutely necessary and where this information cannot be entered into other response items in this Portal. Please ensure any confidential information is identified appropriately within the attachment before uploading. [Insert Information Policy]

[Click here to view the confidential information statement](#)

Optional supporting material file
Add File

Document Type	File Name	File Size	
Optional supporting material file	DXK-ZSA-series-DXX06ZSA-W-DXX09ZSA-W-DXX12ZSA-W-DXX18ZSA-W-User-Manual.pdf	6.78 MB	Delete Download

Previous Page
Next Page

Should you need to upload more than one document this process can be repeated. Once you have uploaded the documents, click “Next Page” to save and progress.

You will then be taken to a summary page containing tabs for each of the pages you have completed. You can review the material by clicking on each of the tabs in light grey pictured here:

Energy Innovation Toolkit - IES Enquiry - SBX-0001205

Scope and Agreements ✓
Organisations ✓
Project Information ✓
Enquiry Specifics ✓
Supporting Files ✓
Summary

Summary
Organisations
Project Information
Enquiry Specifics
Supporting Files

Details

ID *	Type *	Status *
SBX-0001205	IES Enquiry	Draft
Title *		
Gold Coast Battery Project		
Submitting User *	Submitting User Job Title *	
Draft Application	Assistant Director	

Agreements

☒ I have read, understood and agree to the Legal Disclaimer *

[Click here to view the legal disclaimer agreement](#)

Once you have reviewed your summary you have the option to:

- Submit your record
 - To submit, click “Submit”.
- Save your record as draft and exit
 - You can choose to save the record in DRAFT status by clicking on “Save and Exit” and come back later to finalise your submission.
 - You can then return later and edit this draft within 30 days.
- Edit your application.
 - To edit your application, click “Previous”. You can navigate back to the section you wish to edit.

Editing or withdrawing your record post submission

Once you have clicked submit, you can click back to the main Energy Innovation Toolkit Submission page (on the top tab) where your application (and any others you have made) will be visible. You may choose to modify an application, or withdraw it, after it is submitted.

Click the drop-down arrow next to the application in question, and select either “edit” to edit the application, or “withdraw” to withdraw the application.

Energy Innovation Toolkit

					Apply Here
ID ↓	Type	Title	Status	Submission Date	
SBX-0001205	IES Enquiry	Gold Coast Battery Project	Submitted	02/06/2022 1:15 PM	▼
IES Enquiry Scope		Waiver Application Scope			View Edit Withdraw
The Innovation Enquiry Service (IES) provides innovators with guidance from the Australian Energy Regulator (AER) and other market bodies on how their new technologies or business models can be delivered under the		Please note: national sandboxing legislation and associated rules have not yet come into effect. Trial waiver applications to the AER are currently not being accepted . Applications for trial waivers will open once sandboxing			

You will be able to edit your application at any time **until it has been progressed to case management**. Once this occurs the application will no longer be editable through the portal, but we will be in touch regarding the application shortly.

How to apply for a trial waiver

The application requirements for trial waivers from the Australian Energy Regulator (AER) and the Essential Services Commission (ESC) can be found in their respective guidelines. Please review the guidelines and the explanatory material before applying

- [AER Trial Projects Guidelines](#)
- [ESC Regulatory sandboxing - Trial Project Guideline](#)

On the application page, select “Waiver Applications” from the first dropdown menu:

Energy Innovation Toolkit - Application Type Selection

IES Enquiry Scope

The Innovation Enquiry Service (IES) provides innovators with guidance from the Australian Energy Regulator (AER) and other market bodies on how their new technologies or business models can be delivered under the current regulatory framework.

For more information on what the IES **can and cannot provide**, please see our [Innovation Enquiry Service FAQ](#).

Waiver Application Scope

Please note: national sandboxing legislation and associated rules have not yet come into effect. Trial waiver applications to the AER are currently **not being accepted**. Applications for trial waivers will open once sandboxing legislation has been enacted. Applications for a Victorian trial waiver are being accepted.

Trial waivers allow the AER and Essential Services Commission to grant a time limited trial waiver for eligible trial projects, exempting an innovator from having to comply with specified rules for a period of time to allow a trial to proceed.

For more information on trial waivers, including what innovators may need to provide in a trial waiver application, please visit the [Trial page](#) or [Trial FAQs](#)

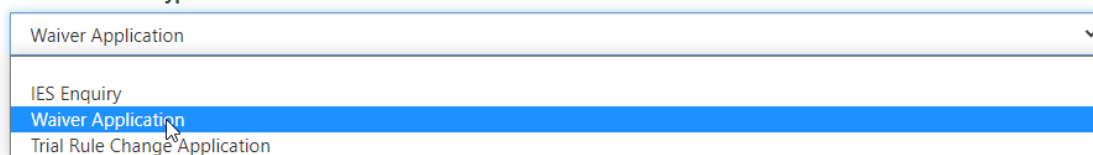
Trial Rule Change Application Scope

Please note: national sandboxing legislation and associated rules have not yet come into effect. Trial rule change applications to the AEMC are currently not being accepted. Applications for trial rule changes will open once sandboxing legislation has been enacted.

A **trial rule change** allows the Australian Energy Market Commission (AEMC) to temporarily change existing rules or introduce a new rule to allow a trial to proceed. This could be used to temporarily amend existing rules or to temporarily introduce a new rule of limited application.

Trial rule proponents are encouraged to engage with the AEMC before submitting a trial rule change request.

Please select the type of submission *



Waiver Application	▼
IES Enquiry	
Waiver Application	
Trial Rule Change Application	

In the second box, provide a brief description or title for your submission (e.g. *Company X Innovative Technology Trial*).

You will be taken to a series of pages containing the following details and agreements:

- the scope of trial waivers and disclaimer
- knowledge sharing and information disclosure statement
- privacy statement

Please read these carefully to understand how we may use and disclose your confidential and personal information, and the terms on which we will assess your application.

Note: each of the three pages of agreements must be agreed to by clicking the tick box to proceed. It is a condition of making an application that users accept these terms.

Waiver Scope and Disclaimer

The National Energy Rules require the following to be regarded when considering whether a project may be eligible for a trial waiver:

- a. whether the carrying out and monitoring of the trial project is likely to contribute to the development of regulatory and industry experience
- b. whether the trial project may have an adverse effect on the safety, reliability or security of supply of energy and the measures that the applicant will take to avoid or mitigate such risks;
- c. whether the trial project may have an adverse effect on AEMO's operation and/or administration of the power system, the market, the declared distribution systems and declared transmission system for gas or markets for natural gas and the measures that the applicant will take to avoid or mitigate such adverse effects; and
- d. whether the extent and nature of the trial project confidential information claimed by the applicant may impair:
- e. the AER's ability to provide appropriate public transparency in relation to the conduct and outcomes of trial projects; or
- f. the appropriate development of regulatory and industry experience arising from the trial project; and
- g. any other matter required by the NEL.

In considering whether to grant a trial waiver, the AER may have regard to any other matter it considers relevant, including (but not limited to) any relevant consideration that may be specified in these [Trial Projects Guidelines](#)

More information can be found in the [Regulatory Sandboxing Trial Projects Guideline](#), that specifies AER's approach to assessing applications according to the eligibility requirements

☐ **I confirm that I have read, understood and agree to the Legal Disclaimer ***

Next Page

Consent to Information Sharing

The terms below which are used in the Consent to Information Sharing, have the following meanings in the Consent to Information Sharing:

For applications to the AER for a Trial Waiver

- Trial Waiver: has the same meaning as in section 18ZL(1) of the National Electricity Law, section 30W(1) of the National Gas Law and section 121C(1) of the National Energy Retail Law.
- Trial Project Confidential Information: means information regarding a trial project and submitted to the AER in, or in connection with, an application for a trial project that is identified by the applicant as being confidential.
- AER: means the Australian Energy Regulator.

For applications to the ESC for a Trial Waiver

- Trial Waiver: has the same meaning as in section 54(1) of the Electricity Industry Act 2000 and section 55(1) of the Gas Industry Act 2001)
- Trial Project Confidential Information: means Trial Waiver Information submitted to the ESC that is confidential or commercially sensitive.
- Trial Waiver Information: has the same meaning as in section 51 of the Electricity Industry Act 2000 and section 52 of the Gas Industry Act 2001)
- ESC: means the Essential Services Commission established under the Essential Services Commission Act 2001 (Vic)

☐ **I confirm that I have read, understood and agree to the Consent to Information Sharing statement ***

Previous Page

Next Page

Privacy Statement

Applications to the AER

1. The AER will collect your personal information (as defined in the Privacy Act 1988 (Privacy Act)) that you submit using the Regulatory Sandboxing Portal.
2. Your personal information is protected by law, including the Privacy Act. Any use and disclosure of your personal information will occur in accordance with the Privacy Act.
3. The AER may disclose your personal information to its service providers, including but not limited to its ICT service providers, auditors and external legal services providers, to allow them to provide services to the AER.
4. The AER may disclose your personal information to the ESC where, in the AER's opinion:
 - a. it relates to an application for a trial waiver that is best directed to, and considered by, the ESC; or
 - b. it is relevant to an application for a trial waiver that is under consideration by the ESC or a trial waiver that has been granted by the ESC.
5. The AER may also use and disclose your personal information as described in its privacy policy, which is available at <https://www.aer.gov.au/publications/corporate-documents/accc-aer-privacy-policy>.
6. This policy contains information about:
 - a. how you can access and seek correction of your personal information;
 - b. how you can make a complaint about breaches of the Privacy Act; and
 - c. how the AER will deal with these complaints.
7. If you wish to contact the AER about any privacy related matters, you should contact privacy@accc.gov.au.

☐ I confirm that I have read, understood and agree to the Privacy Statement *

[Previous Page](#)

[Next Page](#)

Once you have viewed and accepted the agreements, you will be taken to a page where you will provide details of the organisation making the application for the trial waiver.

Note: the organisation listed should be the one that requires the waiver for the trial project to proceed. If you are submitting an application on behalf of another organisation, you will provide your details later as a partner organisation.

Energy Innovation Toolkit - Waiver Application - SBX-0001216

Scope and Legal Disclaimer ✓

Consent to Information Sharing ✓

Privacy Statement ✓

Organisation Details

General Information

Partners

Project Description

Eligibility Criteria

Innovative Trial Principles

Supporting Files

Summary

Organisation details

Please click here if you want to open the ABN Lookup tool

Details

Please provide the ABN of the organisation seeking the waiver *

Please provide the ACN of the organisation seeking the waiver (if it has one)

Organisation name *

Provide information about the type of organisation applying for a trial waiver (i.e. whether the applicant is a private limited company, partnership, trust, or joint venture etc.) *

To add an organisation, you will need to enter its Australian Business Number (ABN). You can find this by clicking on the underlined link to search the register of ABNs.

Once you have added the details of the organisation seeking the waiver, you will be taken to the “General Information” page. This page asks for details about the application.

Scope and Legal Disclaimer ✓

Consent to Information Sharing ✓

Privacy Statement ✓

Organisation Details ✓

General Information

Partners

Project Description

Eligibility Criteria

Innovative Trial Principles

Supporting Files

Summary

General Information

Previous Engagement

Has the applicant previously engaged with the Energy Innovation Toolkit on this matter? *

Has the applicant previously engaged with the AER or ESC regarding a trial waiver? *

Applicant Licence and Exemptions

Does the applicant hold any licences or exemptions to hold a licence to operate in the electricity and/or gas industry? *

AEMO Registration

Is the applicant registered with the Australian Energy Market Operator as a market participant? *

If no, is the applicant intending to register? Provide details of the registration or inquiries made. If the applicant is not intending to register with the Australian Energy Market Operator, please provide a reason *

Once you click “Next Page” you will be taken to the “Partner Organisation” page, where you can provide information on any organisations associated with the application. If you are submitting an application on behalf of an organisation, you will provide your details here.

Energy Innovation Toolkit - Waiver Application - SBX-0001216

Scope and Legal Disclaimer ✓

Consent to Information Sharing ✓

Privacy Statement ✓

Organisation Details ✓

General Information ✓

Partners

Project Description

Eligibility Criteria

Innovative Trial Principles

Supporting Files

Summary

Partner Organisations

Please note, if your partner organisations are subcontractors or other agents, only the 'coordinating entity' needs to submit the application. As part of the application the AER or ESC may require evidence of the agreements between the organisations.

Where waivers are required for multiple entities, each partner must submit a waiver. As part of the application process, the AER or ESC may need evidence that the joint application has authority to bind the coordinating entity as well as the partners for which the joint waivers will be provided.

Victoria requires a diagram of the corporate and organisational structure, which must identify the partner organisation/s in the diagram. You can upload the diagram with your application.

Please [click here](#) if you want to open the ABN Lookup tool

Are you submitting an enquiry on behalf of a third-party, or is the applicant proposing its innovation to be delivered in partnership with other organisation(s)? *

No

Previous Page

Next Page

Once you click “Next Page” you will be taken to the “Project Description” page. The project description page is where you will be asked about the specifics of the trial project that requires the trial waiver to proceed.

Project description

On this page you will be asked to respond to questions on the trial project and the regulatory framework the applicant is seeking a waiver from.

The first section asks for an overview of the trial project. Please provide enough context for your project to assist the AER in understanding your proposed trial project.

At this stage of the application, it might be necessary for you to provide us with certain confidential information relating to your project. How to do so is explained further in the next section “Confidential Information”.

Project Description

Overview

Please provide a description of the applicant's project, including if the innovation is a product, service, new business model or other *

5,000 characters remaining

☐ Please tick this box if any information the applicant has provided above is confidential

What are the aims, objectives and success criteria for the applicant's project? *

☐ Please tick this box if any information the applicant has provided above is confidential

Waiver Frameworks

Please select if the applicant is seeking a waiver from the National framework, Victorian framework or both *

Select or search options

☐ Please tick this box if any information the applicant has provided above is confidential

Purpose and Assets

Why is the trial waiver required to conduct the trial project? *

The second section asks for specifics on the part of the regulatory framework that is acting as a barrier to the trial proceeding, and which the applicant is seeking a waiver from.

Note: applications for trial waivers from the national energy regulatory framework will be assessed by the Australian Energy Regulator (AER). Applications for trial waivers from the Victorian energy regulatory framework will be assessed by the Essential Services Commission (ESC). Please select both frameworks if you require waivers from both the national energy regulatory framework and the Victorian energy regulatory framework.

The following sections relate to the trial project.

Purpose and Assets: why the trial waiver is required to conduct the trial project and if the trial project includes the installation of new infrastructure of assets.

Markets and Locations: the size and type of customer/participant that will be involved in the trial project, and where the customers/participants will be located. If you are unsure of an answer, please select 'unsure'.

Project Progress: the proposed length of the trial project, the stages of the project already completed, and whether the applicant has previously engaged with other market bodies or agencies.

Project Funding: whether the applicant has received funding or financing from a third party, and the sources of this funding.

Project Stage: when the trial project is intended to launch and any other information on the applicant's business development stage.

Once you click "Next Page" you will be taken to the "Eligibility Criteria" page. The eligibility criteria page is where you will be asked about how your project addresses the eligibility requirements.

Eligibility criteria

On this page you will be asked to respond to questions about how your trial project addresses the trial waiver eligibility criteria.

- Further information on the AER trial waiver eligibility requirements and the factors the AER will consider in its assessment can be found in its [Trial Projects Guidelines – Explanatory statement](#).
- Further information on the ESC trial waiver requirements and the factors the ESC will consider in its assessment can be found in its [Regulatory sandboxing - Trial Project Guideline](#).

Scope and Legal Disclaimer ✓

Consent to Information Sharing ✓

Privacy Statement ✓

Organisation Details ✓

General Information ✓

Partners ✓

Project Description ✓

Eligibility Criteria

Innovative Trial Principles

Supporting Files

Summary

Eligibility criteria

As part of the application, please describe how the trial project will address the following requirements.

If you have any supporting documents for this section, you will have the ability to upload these at the end of the application. Please ensure these documents are clearly labelled.

Consumer impacts

Please provide a description and identification of the benefits to consumers from the trial project, and how these benefits will be measured *

5,000 characters remaining

☐ Please tick this box if any information the applicant has provided above is confidential

Please provide a description of how the needs and requirements of any customers experiencing vulnerability will be supported

Note: Where the trial project may affect customers experiencing vulnerability, applicants are expected to consult with relevant organisations that represent customers prior to submitting the application and explain the outcomes of that consultation in the application. *

☐ Please tick this box if any information the applicant has provided above is confidential

Please provide a description of how consumer protections will be maintained through the trial project *

The eligibility criteria relate to the following sections.

Consumer Impacts: the benefits, protections and support for consumers experiencing vulnerability the trial project will provide.

Risk Management: the risks to other market participants, the mitigation measures put in place, how the trial project proponent will monitor and respond to risks, and whether the trial project presents any risks to the safety, reliability and security of energy, electricity or gas supply.

Operational Capacity: the applicant's operational, technical and financial ability to carry out the proposed trial project.

Exit Strategy: a description of the applicant's proposed exit strategy.

Consumer Protection: a description of how the applicant will obtain explicit informed consent (or why this is not required), the applicants dispute resolution process, and the process for customers/trial participants to opt out.

*Disconnections*⁵: the applicant's proposed processes in relation to disconnection if the proposed trial directly involves supply or sale of gas or electricity to small customer.

Development of regulatory experience: how the trial project is expected to contribute to the development of regulatory and industry experience.

Consultation with other regulators: any consultation with other regulators the applicant has undertaken.

Confidential Information: while you are free to claim confidentiality over any part of your application, the extent and nature of the confidential information may impair the AER and/or ESC's ability to provide public transparency in relation to the conduct and outcomes of the trial project or impair the appropriate development of regulatory and industry experience arising from the trial project. In this section you will be asked to consider this.

Innovative Trial Principles

In assessing trial waiver applications, the AER and ESC will take into account innovative trial principles outlined in the respective national and Victorian legislation.⁶

The national innovative trial principles are set out in the National Electricity Law, National Energy Retail Law, and the National Gas Law, with additional principles prescribed in the National Electricity Regulations, National Energy Retail Regulations and the National Gas Regulations.

The Victorian innovative trial principles differ slightly from innovative trial principles specified in the national framework and are set out in the Electricity Industry Act 2000 and Gas Industry Act 2001 and relevant Orders in Council made under those Acts.

⁵ This is only a requirement for applications which previously selected a waiver from the Victorian framework (or both).

⁶ Including any Orders in Council made under the Electricity Industry Act 2000 (Vic) or Gas Industry Act 2001 (Vic).

Energy Innovation Toolkit - Waiver Application - SBX-0001216

Scope and Legal Disclaimer ✓
Consent to Information Sharing ✓
Privacy Statement ✓
Organisation Details ✓
General Information ✓
Partners ✓
Project Description ✓
Eligibility Criteria ✓
Innovative Trial Principles
Supporting Files
Summary

Innovative Trial Principles

As part of your application, please explain how your project will address the following innovative trial principles. While your project does not need to satisfy all the principles, the AER do take them into account in determining whether a trial project is "genuinely innovative" in connection with granting a trial waiver.

Please note that you need to respond to each question explaining whether your trial project does or does not apply to the corresponding principle.

Innovative Trial Principles

Please explain whether the trial project is focused on developing new or materially improved approaches to the use or supply of, or demand for, electricity *

5,000 characters remaining

☐ Please tick this box if any information the applicant has provided above is confidential

Please explain whether the trial project is likely to contribute to the achievement of the national electricity objective *

☐ Please tick this box if any information the applicant has provided above is confidential

Energy Innovation Toolkit - Waiver Application - SBX-0001216

Scope and Legal Disclaimer ✓

Consent to Information Sharing ✓

Privacy Statement ✓

Organisation Details ✓

General Information ✓

Partners ✓

Project Description ✓

Eligibility Criteria ✓

Innovative Trial Principles

Supporting Files

Summary

Innovative Trial Principles

Victorian Specific Requirements

As part of the application, you will need to describe how the project will address each of the following innovative trial principles. If an innovative trial principle does not apply to the project, you will need to outline the reasons why its not applicable. The commission takes each innovative trial principle into account in determining whether a trial project is genuinely innovative.

The commission must also consider whether the trial project is likely to contribute to the achievement of the commission's statutory objectives when it exercises its powers and performs its functions, including when considering applications for trial waivers. This is pursuant to the Electricity Industry Act 2000 (Vic), the Gas Industry Act 2001 (Vic) and the Essential Services Commission Act 2001 (Vic).

The objectives are outlined in:

- Section 8 of the Essential Services Commission Act 2001 (also see section 8A of the Essential Services Commission Act 2001),
- Section 10 of the Electricity Industry Act 2000, and/or
- Section 18 of the Gas Industry Act 2001

Please explain whether the trial project is focused, or will it continue to focus, on developing new or materially improved approaches to the use or supply of, or demand for electricity and/or gas *

5,000 characters remaining

☐ Please tick this box if any information the applicant has provided above is confidential

The relevant innovative trial principles will display depending on whether you have selected 'National Energy Framework' or 'Victorian Energy Framework' in the Project Description page.

You must respond to each innovative trial principle; however, the trial project does not necessarily need to address each innovative trial principle to be considered innovative. If the innovative trial principle does not apply to the trial project, you will need to outline the reasons why it is not applicable.

Further information on the AER's approach to assessing the innovative trial principles can be found in its [Trial Projects Guidelines – Explanatory statement](#).

Further information on the ESC's approach to assessing the innovative trial principles can be found in its [Regulatory sandboxing - Trial Project Guideline](#).

Confidential Information

Throughout the application, you can claim confidentiality over any specific part of its application.

Please note that the AER and ESC must consider the extent and nature of the confidential information and if it will impair the AER and/or ESC's ability to provide public transparency in relation to the conduct and outcomes of the trial project or impair the appropriate development of regulatory and industry experience arising from the trial project. If the applicant claims significant parts of its application as confidential, this may impact on its eligibility for a trial waiver.

If you wish to claim confidentiality over any specific elements of your application, you may identify these in the form by clicking on the “If you have any confidential information to identify here, please tick this box and input below” option as follows:

Home > Energy Innovation Too... > **Energy Innovation Toolkit - Waiver Application**

Energy Innovation Toolkit - Waiver Application - SBX-0001216

Scope and Legal Disclaimer ✓

Consent to Information Sharing ✓

Privacy Statement ✓

Organisation Details ✓

General Information ✓

Partners ✓

Project Description

Eligibility Criteria

Innovative Trial Principles

Project Description

Overview

Please provide a description of the applicant's project, including if the innovation is a product, service, new business model or other *

I work for Example Company, a new start-up solar company operating in Victoria. We have recently secured funding to purchase land and develop a new form of solar farm outside of Small Town and have already begun development of this 2MW facility (having obtained the relevant development approvals from our local council). Our business model is designed to address a need in Small Town for cheap and clean electricity. We will be selling electricity at up to 30c/mwh cheaper than the market rate by utilising our efficient, newly patented Super Solar technology to generate electricity with 15% less energy loss. This is done by [information relating to the technology].

☒ **Please tick this box if any information the applicant has provided above is confidential**

Please place the applicant's confidential information below *

The information relating to the technical specifications of the Super Solar technology is highly confidential and must be treated as such. The information relating to our energy charges is also confidential at this stage prior to launch.

238 characters used, 4,762 characters remaining

Supporting files and lodging your application

Once you have completed the enquiry specifics and pressed “Next Page”, you will be taken to a page where you can upload supporting files.

The Essential Services Commission requires the applicant to provide certain mandatory documents to support its application. The AER does not require the mandatory provision of documents, but recommends the applicant provide any material that will support its application.

Below states the supporting documents the ESC requires an applicant to upload on the online trial waiver form, together with some guidance text. These are applicable to applications for the Victorian framework only.

Supporting documents

Diagram of corporate and organisational structure (mandatory)

Provide a diagram of the:

- corporate or organisational structure (including any parent and related companies within the meaning of the Corporations Act 2001), and

Upload attachment

- organisational chart (including composition of the board, management, and other key personnel responsible for the key functions).

Upload attachment

Risk management plan (mandatory)

Provide documentation to demonstrate the applicant has identified the risks associated with the trial project and any proposed risk management systems and processes to address those risks.

Upload attachment

Registration with the Australian Energy Market Operator (non-mandatory)

Provide documentation to demonstrate the applicant is already registered with the Australian Energy Market Operator or if the applicant is intending to register, provide evidence of the registration enquiries.

Upload attachment

Financial resources (mandatory)

Provide documentation to demonstrate the applicant has received funding or financing from a third party, if applicable, and has access to sufficient financial resources to carry out the proposed trial project.

Upload attachment

Technical capacity (mandatory)

Provide evidence of the applicant's technical capacity to carry out the proposed trial project. This may include details of the skills and experience of key persons involved in the project and details of any third-party expertise that may have been leveraged.

Upload attachment

Access to a Dispute resolution scheme (mandatory)

If applicable, provide evidence the applicant is already a member of the Energy and Water Ombudsman (Victoria) or has approached the Energy and Water Ombudsman (Victoria) about joining the scheme. If there is an alternative form of external dispute resolution proposed, then provide details of the alternative scheme.

Upload attachment

Statutory declaration (mandatory)

The applicant must declare that all information provided in the application for a trial waiver is true and correct. The applicant must provide an executed statutory declaration. The statutory declaration must be made by the applicant (where the applicant is an individual) or a director of the applicant (where the applicant is a corporation) and must be made in accordance with the requirements of the Oaths and Affirmations Act 2018 (Vic).

An example of a statutory declaration form can be found [here](#). Information for authorised witnesses can be found [here](#).

To upload documents:

- (a) select the relevant kind of material it is from the drop-down list and
- (b) click the "Add File" button, and then selecting "choose file".

Energy Innovation Toolkit - Waiver Application - SBX-0001216

Scope and Legal Disclaimer ✓

Consent to Information Sharing ✓

Privacy Statement ✓

Organisation Details ✓

General Information ✓

Partners ✓

Project Description ✓

Eligibility Criteria ✓

Innovative Trial Principles ✓

Supporting Files

Summary

Supporting Files

Optional supporting material file ▼ Add File

Uploaded files

No files have been uploaded

Previous Page Next Page

This will then bring up your local drive through which to upload your chosen document (noting the accepted file types listed on this window). Once you have uploaded the file the following green bar will appear:

Energy Innovation Toolkit Submis...

Home > Energy Innovation Too... > E

Energy Innovation

Scope and Legal Disclaimer ✓

Consent to Information Sharing ✓

Privacy Statement ✓

Organisation Details ✓

General Information ✓

Partners ✓

Supporting Files

Optional supporting material file ▼ Add File

Uploaded files

No files have been uploaded

Previous Page Next Page

Upload File

Optional supporting material file

Choose file Company X Business plan.docx

Accepted file types: pdf,jpg,jpeg,png,txt,doc,docx,xls,xlsx

File name: Company X Business plan.docx

File size: 30.31 KB File type: docx

☐ File contains confidential data

File uploaded successfully

Upload File Cancel

To proceed, click "Upload File". You will return to the original page and should see the file under "Uploaded files" as follows:

Energy Innovation Toolkit - Waiver Application - SBX-0001216

Scope and Legal Disclaimer ✓

Consent to Information Sharing ✓

Privacy Statement ✓

Organisation Details ✓

General Information ✓

Partners ✓

Project Description ✓

Eligibility Criteria ✓

Innovative Trial Principles ✓

Supporting Files

Summary

Supporting Files

Optional supporting material file ▾ Add File

Uploaded files

Document Type	File Name	File Size	Confidential	
Optional supporting material file	Company X Business plan.docx	30.31 KB	No	<button>Delete</button> <button>Download</button>

Previous Page Next Page

Should you need to upload more than one document this process can be repeated. Once you have uploaded the documents, click “Next Page” to save and progress.

You will then be taken to a summary page containing tabs for each of the pages you have completed. You can review the material by clicking on each of the tabs in light grey pictured here:

Energy Innovation Toolkit - Waiver Application - SBX-0001216

Scope and Legal Disclaimer ✓

Consent to Information Sharing ✓

Privacy Statement ✓

Organisation Details ✓

General Information ✓

Partners ✓

Project Description ✓

Eligibility Criteria ✓

Innovative Trial Principles ✓

Supporting Files ✓

Summary

Summary Organisation General Partners Project Eligibility Trial Principles Files

Details

ID *	Type *	Status *
SBX-0001216	Waiver Application	Draft
Title *	Company X Innovative Technology Trial	
Submitting User *	Job Title *	

Agreements

☐ I confirm that I have read, understood and agree to the Legal Disclaimer *

[Click here to view the legal disclaimer agreement](#)

☐ I confirm that I have read, understood and agree to the Consent to Information Sharing statement *

[Click here to view the Confidential Information Disclosure Statement](#)

Once you have reviewed your summary you have the option to:

(a) Submit your record

- a. To submit, click “Submit”.

(b) Save your record as draft and exit

- a. You can choose to save the record in DRAFT status by clicking on “Save and Exit” and come back later to finalise your submission.
- b. You can then return later and edit this draft within 30 days.

(c) Edit your application.

- a. To edit your application, click “Previous”. You can navigate back to the section you wish to edit.

Editing or withdrawing your record post submission

Once you have clicked submit, you can click back to the main Energy Innovation Toolkit Submission page (on the top tab) where your application (and any others you have made) will be visible. You may choose to modify an application, or withdraw it, after it is submitted.

Click the drop-down arrow next to the application in question, and select either “edit” to edit the application, or “withdraw” to withdraw the application.

You will be able to edit your application at any time **until it has been progressed to case management**. Once this occurs the application will no longer be editable through the portal, but we will be in touch regarding the application shortly.

You will also be able to download a PDF summary of your application on the 'Summary' page.

Summary	Organisation	General	Partners	Project	Eligibility	Trial Principles	Files
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Details

ID *	Type *	Status *
SBX-0001236	Waiver Application	Submitted
Title *		
Submitting User *	Submitting User Job Title *	
Initial Submission Date	Latest Submission Date	
08/08/2022 12:28 PM	08/08/2022 12:28 PM	

Waiver Application Artefacts

Submission Detail PDF	Download
SBX-0001236_WaiverApplication_Submission.pdf	
Agreed Statement of Facts	
Not Uploaded	
Waiver Certificate Document Name ?	
Not Uploaded	

Note: some questions may appear in the PDF that were not presented to you in the application process. Questions will differ depending on whether you are applying to the AER or ESC for a trial waiver. Responses to questions not presented to you will be left blank.

How to apply for a trial rule change

The AEMC has a power to assess trial rule change requests and make trial rules to allow trials to proceed. This could be used to temporarily amend existing rules or to temporarily introduce a new rule of limited application.

Trial rule change requests are received through the Energy Innovation Toolkit, and will be forwarded to the AEMC for assessment. Where a trial requires both a trial rule change and trial waiver, the AEMC will work closely with the AER to craft trial rule change conditions.

On the application page, select “Trial Rule Change Applications” from the first dropdown menu:

Energy Innovation Toolkit - Application Type Selection

IES Enquiry Scope

The **Innovation Enquiry Service (IES)** provides innovators with guidance from the Australian Energy Regulator (AER) and other market bodies on how their new technologies or business models can be delivered under the current regulatory framework.

For more information on what the IES **can and cannot provide**, please see our [Innovation Enquiry Service FAQ](#).

Waiver Application Scope

Please note: national sandboxing legislation and associated rules have not yet come into effect. Trial waiver applications to the AER are currently **not being accepted**. Applications for trial waivers will open once sandboxing legislation has been enacted. Applications for a Victorian trial waiver are being accepted.

Trial waivers allow the AER and Essential Services Commission to grant a time limited trial waiver for eligible trial projects, exempting an innovator from having to comply with specified rules for a period of time to allow a trial to proceed.

For more information on trial waivers, including what innovators may need to provide in a trial waiver application, please visit the [Trial page](#) or [Trial FAQs](#)

Trial Rule Change Application Scope

Please note: national sandboxing legislation and associated rules have not yet come into effect. Trial rule change applications to the AEMC are currently not being accepted. Applications for trial rule changes will open once sandboxing legislation has been enacted.

A **trial rule change** allows the Australian Energy Market Commission (AEMC) to temporarily change existing rules or introduce a new rule to allow a trial to proceed. This could be used to temporarily amend existing rules or to temporarily introduce a new rule of limited application.

Trial rule proponents are encouraged to engage with the AEMC before submitting a trial rule change request.

Please select the type of submission *

Trial Rule Change Application

Please provide a title for your submission *

In the second box, provide a brief description or title for your submission (e.g. *Company X Innovative Technology Trial*).

You will be taken to a page containing the following details and agreements:

- legal disclaimer
- knowledge sharing and information disclosure statement
- privacy statement

Please read these carefully to understand how we and the AEMC may use and disclose your confidential and personal information, and the terms on which the AEMC will assess your application.

Note: each of the three pages of agreements must be agreed to by clicking the tick box to proceed. It is a condition of making an application that users accept these terms.

Once you have viewed and accepted the agreements, you will be taken to a page where you will provide details of the organisation making the application for the trial rule change.

Note: the organisation listed should be the one that requires the rule change for the trial project to proceed. If you are submitting an application on behalf of another organisation, you will provide your details later as a partner organisation.

Energy Innovation Toolkit - Trial Rule Change Application - SBX-0000019

[Disclaimer](#) ✓
Organisation
[Trial rule change](#)
[Supporting files](#)
[Summary](#)

Organisation details

Please click here if you want to open the ABN Lookup tool

Organisation

Please provide the ABN of the organisation seeking the trial rule change *

Please provide the ACN of the organisation seeking the trial rule change (if it has one)

Organisation name *

Contact

Organisation website

Name of contact *

Contact person's role *

Contact telephone number *

Contact email address *

To add an organisation, you will need to enter its Australian Business Number (ABN). You can find this by clicking on the underlined link to search the register of ABNs.

Relevant rule set

Once you have added the details of the organisation seeking the rule change, you will be taken to the “Trial rule change” page. This page contains a drop-down menu of the different sets of rules – applicants should select the set/sets of rules related to your trial rule change proposal. Please select one or more of the options by clicking.

Further information can be added to the optional “add comment to the AEMC” box if needed.

You will then be taken to a Supporting Files page where you can complete the substantive component of your application.

Energy Innovation Toolkit - Trial Rule Change Application - SBX-0000019

Disclaimer ✓

Organisation ✓

Trial rule change

Supporting files

Summary

Trial rule change

Please identify which rules are related to your trial rule change proposal *

Select or search options

Select all

National Electricity Rules

National Electricity Rules (NT)

National Energy Retail Rules

National Gas Rules

4 items

Previous Page

Next Page

Proposal information

The Supporting Files page is designed to receive documents detailing the applicant's trial rule change proposal. Unlike the trial waiver and Innovation Enquiry Service portals – which emphasise data entered into set fields, with documents only adding context – the trial rule change portal accepts proposals substantively as uploaded documents.

A trial rule change proposal is a mandatory document. To upload the substantive proposal select the first option shown below “Trial rule change proposal (Required)”, then select “Add File”. This will cause a pop-up window to appear where you can select a file to upload from your computer.

Accepted file types: pdf, jpg, jpeg, png, txt, doc, docx, xls, xlsx.

Energy Innovation Toolkit - Trial Rule Change Application - SBX-0000019

Disclaimer ✓

Organisation ✓

Trial rule change ✓

Supporting files

Summary

Supporting files

Draft trial rule

Trial rule change proposal (Required)

Draft trial rule

Optional supporting material file

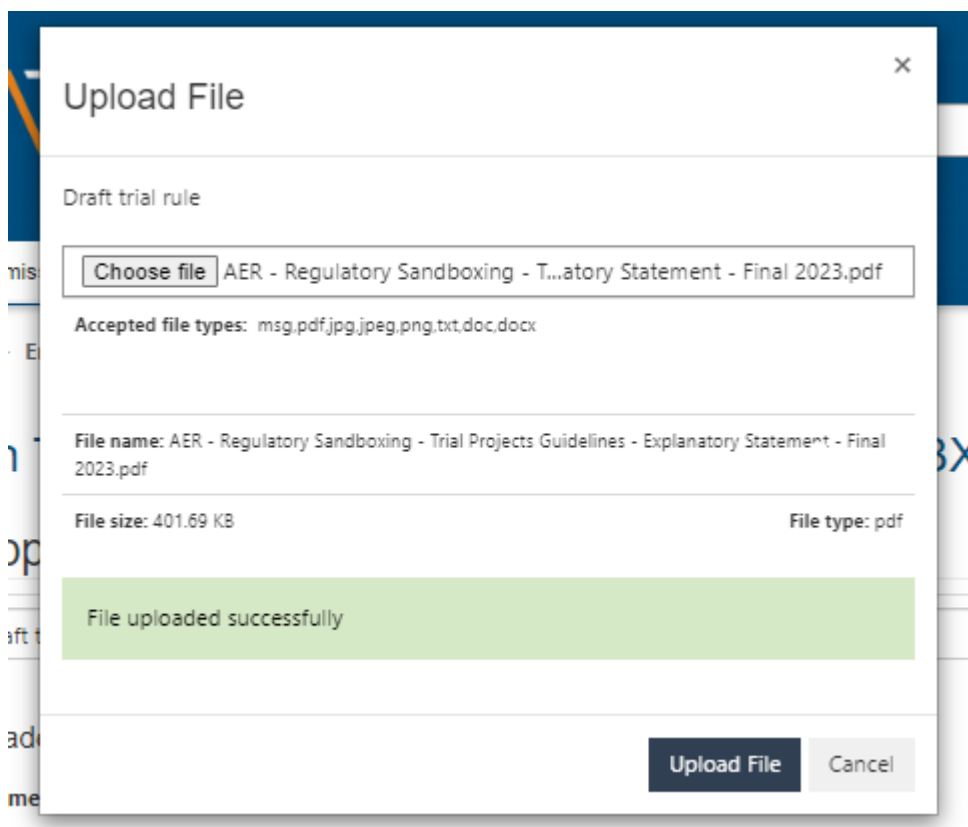
Add File

No files have been uploaded

Previous Page

Next Page

Select the relevant file, and once a green bar appears saying “File uploaded successfully” click the button at the bottom of the pop-up window showing “Upload File” to finalise.



Repeat this process for all relevant files. Other material which is not the substantive proposal can be organised under either “draft trial rule” or “optional supporting material file”.

If you have uploaded the incorrect file, you can click the “delete” button on the main page and re-upload the correct file. You can also download a copy of any uploaded documents by clicking “Download”.

Once you have uploaded all relevant materials – noting the below section about information to include – click “Next Page” to proceed.

You will then be taken to a summary page containing tabs for each of the pages you have completed. You can review the material by clicking on each of the tabs in light grey.

Once you have reviewed your summary you have the option to:

(a) Submit your record

- a. To submit, click “Submit application”.

(b) Save your record as draft and exit

- a. You can choose to save the record in DRAFT status by clicking on “Save and Exit” and come back later to finalise your submission.
- b. You can then return later and edit this draft within 30 days.

(c) Edit your application

- a. To edit your application, click “Previous page”. You can navigate back to the section you wish to edit.

Editing or withdrawing your record post submission

Once you have clicked submit, you can click back to the main Energy Innovation Toolkit Submission page (on the top tab) where your application (and any others you have made) will be visible. You may choose to modify an application, or withdraw it, after it is submitted.

Click the drop-down arrow next to the application in question, and select either “edit” to edit the application, or “withdraw” to withdraw the application.

You will be able to edit your application at any time **until it has been progressed to case management**. Once this occurs the application will no longer be editable through the portal, but we will be in touch regarding the application shortly.

You will also be able to download a PDF summary of your application on the ‘Summary’ page.

Information to include

Your trial rule change application should contain all the information necessary for the AEMC to assess and consider your proposal. There are mandatory fields which are required under clause 8.17 of the [National Energy Rules](#). These requirements should be carefully considered while making an application as failure to address any may result in delays to your application.

The AEMC may publish further information on their website relating to trial rule changes from time to time.

Further Assistance

For further information, please contact us via our [contact page](#).

You can find useful resources about how to navigate the energy market, and what regulations might apply to your project on our website (energyinnovationtoolkit.gov.au) and we encourage you to start there.