

Annex B.1. Guidelines in Filling-up Monthly Operations Report – Supplier Sales Data (MOR-SSD) Template

Column	Field Name	Description	Data Format	Data Requirement
A	Participant ID	Corresponds to the User ID provided by the DEPDMS Administrator. EOF (End of File) shall be placed after the last filled-up cell in column A.	Alphanumeric	Mandatory *Must not be blank if any columns to the right is filled-up.
B	Region	Corresponds to the Administrative Region (e.g., R1, CAR, and NCR) where the Contestable Customer is located as indicated in Appendix B .	Alphanumeric	Mandatory
C	Contestable Customer Name	Corresponds to the name of Contestable Customer (CC) as stated in the contract. Never use comma (,). Use forward slash (/) as line separation instead of comma (,). e.g. ABC Electric Cooperative/ Inc.	Alphanumeric	Mandatory
D	Wheeling Service Provider	Corresponds to the DU or the Network Service Provider providing the wheeling services as indicated in Appendix C .	Alphanumeric	Mandatory
E	Customers Category	Corresponds to the classification of customers as indicated in Appendix D .	Alphanumeric	Mandatory
F	Contracted Capacity [MW]	Corresponds to the allocated capacity in MW to the CC as stated in the retail or GEOP supply contract.	Numeric, 4 decimal places	Mandatory* *May be blank only if column G has input
G	Contracted Energy [MWh]	Corresponds to the Customer's Energy requirement, in MWh, as stated in the retail or GEOP supply contract. For MQ based contracts, input the actual energy delivered to the CC as indicated in the billing statement during the billing month. Billing month shall follow WESM billing cycle.	Numeric, 4 decimal places	Mandatory* *May be blank only if column F has input
H	Supply Cost [PhP/kWh]	Corresponds to the charge imposed to the contestable customer for the supply of energy	Numeric, 4 decimal places	Mandatory

		<p>which include the Generation Cost and supplier's charge for the billing month, expressed in PhP/ kWh.</p> <p>Billing month shall follow WESM billing cycle.</p>		
I	Contract Start	Corresponds to the start date of Contract with the CC	Date in yyyy-mm-dd format	Mandatory
J	Contract End	Corresponds to the End date of Contract with the CC	Date in yyyy-mm-dd format	Mandatory
K	Actual Energy Delivered [MWh]	<p>Corresponds to the actual energy delivered to the customer as indicated in the billing documents, in MWh, during the billing month.</p> <p>Billing month shall follow WESM billing cycle.</p>	Numeric, 4 decimal places	Mandatory