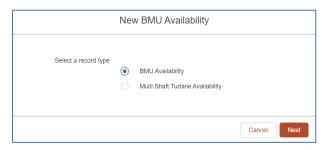


BMU (Balancing Mechanism Unit) Availability

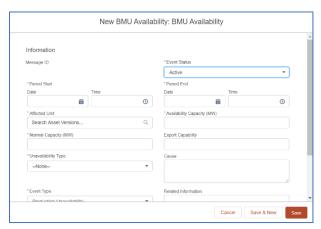
Generators/Interconnectors are obliged by Grid Code OC2 to submit available capacity within the agreed timeframe of changing planned availability. Some submit via eGAMA, some via REMIT; you will have been notified which system you are using.

NOTE: If you have already submitted data via the Elexon REMIT Portal, do not duplicate in eGAMA.

- 1. On the BMUs Availabilities V tab, click the New button
- 2. Select the relevant option and click **Next**: NOTE: if you create a Multi Shaft Availability here; the form at step 8 is displayed.



3. Complete the mandatory fields (marked *) – complete the dates before the Affected Unit:



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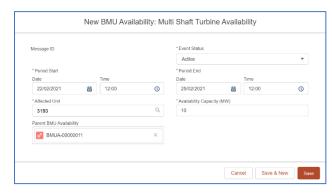
4. Interconnectors only: to add Multipole Availability on the screen above, at the Cause field, enter codes as per examples below, using ~ to separate records:

~/Pole1,2020-07-06 13:00:00Z,2020-07-09 13:00:00Z,200
~/Pole2,2020-07-06 13:00:00Z,2020-07-09 13:00:00Z,200
~/Pole3,2020-07-06 13:00:00Z,2020-07-09 13:00:00Z,300

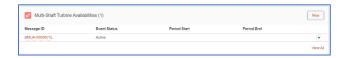
5. Scroll to complete **Affected Unit** field; input at least the first two characters of your BMU followed by an *, select the Unit, then click **Save** (you may also see REMIT units, please only enter data for eGAMA units):



- The BMU Availability is created; create a "child" Availability by scrolling down and clicking New at Multi-Shaft Turbine Availabilities
- 7. Select Multi Shaft Turbine Availability
- 8. Complete the form (NOTE: if you leave dates blank, they pull through from the parent availability) and click **Save**:



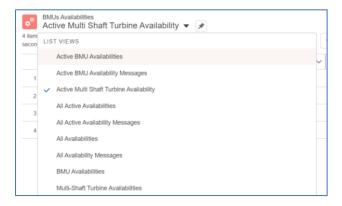
9. Your child availability is created below:



NOTE: If you change the Event Status of a parent availability to Dismissed, the Event Statuses of all its child availabilities are also changed to Dismissed.

eGAMA

10. You can use the filter in the top left of the main BMUs Availabilities screen to display the availabilities relevant to you:



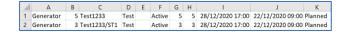
Bulk Upload CSV

On the Bulk Upload CSV tab, you can perform either an insert of new BMU Availabilities or an update to existing data; you need a specific CSV file format. Uploading BMU Availabilities is the most common way of adding them to eGAMA.

 Create CSV file in industry recognised format (eGAMA OC2 Submission Interface Specification):

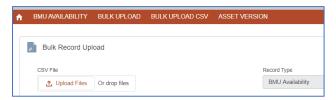


Note cell C2 below has a "/" at the end of the BMU ID; this denotes a Multi-Shaft Turbine:

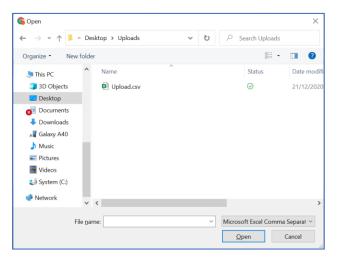


eGAMA

On the Bulk Upload CSV tab, at the dropdown, select Upload Files:



3. Browse to the CSV file created at step 1 above, select it and click **Open**:



4. Click the **Upload** button (this transfers your file to eGAMA):



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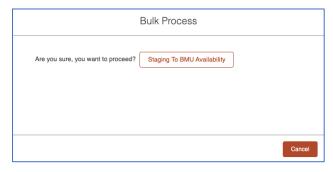
5. Once uploaded, click View Uploaded Record:



Click Bulk Process to move the uploaded BMU Availabilities from staging to eGAMA:



7. At the confirmation dialog, click **Staging To BMU Availability (this processes your file)**:



The Bulk Upload is created; press **F5** to refresh the screen; **Status** field shows **Success**, or **Failed** with **Error Message** if there were issues with the upload.

You will also receive an email to the user logged in as to the success or failure of the upload once it is complete.

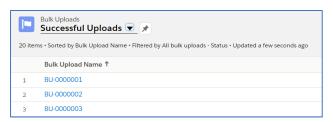
Bulk Uploads

On the Bulk Uploads tab, you can see the staging records of uploaded BMU Availabilities.

- 1. Click the Bulk Uploads tab
- 2. Filter to view successful, failed or all uploads:



3. Select a Bulk Upload Name to view it:



4. Click Related tab to view Staging Records:



NOTE: If the uploaded record showed a **Status** of **Failed**, with an **Error Message**, click the **RELATED** tab to view the **Bulk Upload Staging Records**Depending on the issue, you may be able to resolve the error (e.g. **End Date** not greater than **Start Date** etc.). Open one of the **Staging Records**, click its **Edit** button top right, fix any errors, **Save**, then submit the bulk process again; only the corrected record is reprocessed.