2025 DSGS Option 3 Monthly Participation Enrollment Technical Guide

1   Objective

The objective of this document is to define the information that is required to be submitted by DSGS Option 3 Providers in Monthly Participant Enrollment Reports ("Monthly Report").

2   File Format

Monthly Reports must be submitted in a Tab-Separate Values (TSV) file format. In TSV format, individual fields (columns) are separated by tab characters. **Providers must submit one separate file per UDC.**

3   File Submission

1. Log into the Provider Portal (https://app.olivineinc.com/i/dsgs).

2. Navigate to "**Submit Data File**" and select file for submission. Providers must submit one separate file per UDC.

3. Select "**Validate**" to receive feedback on file format and contents. Correct any formatting issues that are identified and re-upload a revised file.

4. Select "**Submit**" once file has been validated.

5. Contact DSGS Support with any questions.

4   File Naming

Participation Files <u>must</u> be named in the following format (don't include brackets):

{UDC}-{ProgramName}-{ProviderID}-{YYYYMM}.tsv

File Name Element	Description
UDC	The UDC will be one of "PGE", "SCE", "SDGE", "LADWP". Note, please exclude "&" from the UDC.
ProgramName	For Option 3, the program name must be "DSGS_OPTION_3".
ProviderID	The Provider ID must be a three-letter code given to each provider that uniquely identifies the provider's company.

YYYYMM	The YYYYMM fields represent the year and the month being submitted. For example, for creating a file for May participation for 2025, the YYYYMM would be 202505.

Note that we are requesting duplicate information in the file name and file body for validation purposes to ensure the right file is being submitted. Also note that file extensions must be tab separated (tsv).

An Example Option 3 File name would be: PGE-DSGS_OPTION_3-ABC-202505.tsv, where the submitted aggregations are within the PGE Utility region, "ABC" is the provider's unique ID, and the participation is being set for May 2025.

5 Monthly Report Data Fields

The following table lists the individual data fields required in the Monthly Report. Each table row is a column in the data file. The header row in each file must contain the exact name listed in the "Column Name" values. All fields must be supplied, even if they are optional and their values are blank. All values provided must follow the corresponding specified description. The columns must appear from left to right in the order in which they appear in the table and be separated by tab characters.

Column Name	Type	Description
Program_Name	string	The value must be "DSGS_Option_3"
Provider_ID	string	The 3-letter code provided by DSGS to uniquely identify the provider.
Unique_ID	string	The Unique ID of the device. This Unique ID must come with the prepended Provider_ID in the form "{Provider_ID}-Unique_ID."
Service_Account_Address_1	string	Address information including house/building number and street name where the device is located. The address fields are required unless a valid Utility_Service_Account_Number is provided. To receive zero baseline the address field must always be submitted.
Service_Account_Address_2	string	Optional. Used to indicate additional address information such as apartment, suite, or unit number where the device is located.
City	string	The city name where the device is located.
Zip_Code	integer	The five digit zip code number where the device is located.
State	string	The two-letter state abbreviation where the device is located.
UDC	string	The abbreviated utility region where the device is located. The UDC must be one of: "PGE", "SCE", "SDGE", "LADWP".
Resource_Type	string	The resource type of the device. Options include: • "Stationary_Default" • "Stationary_Export_Only" • "Stationary_VNEM" • "EVSE"
Batteries_Installed_Count	integer	The number of batteries installed at the site.

Nameplate_Power_Rating_kW	decimal	The nameplate power rating of the device (kW value).
Nameplate_Storage_Energy_Capacity_kWh	decimal	The nameplate storage capacity of the device (kWh value).
Nominated_Duration_Hours	integer	A value of 2, 3, or 4 that represents the nominated hourly duration for each device.
Utility_Service_Account_Number	string	The service account number for the device. Optional value if there is a valid device address and the device is not expecting a zero-baseline value. See below for detailed expectations for Service Account numbers by utility district.
Customer_Class	string	Indicate if the device is a residential or commercial asset. The Customer_Class field must be one of: "Res", "NonRes".
LSE	string	Optional. The load serving entity for the device. Must be 4 to 5 characters long and start with an 'L'
Apply_Zero_Baseline?	boolean	Indicate if the device should be eligible for a zero-baseline value. A response of True indicates the device should receive a zero-baseline value. See below details for zero baseline rules and additional information on how this field is used.
PTO_Date	date	Optional. The permission to operate date for the device. If unsure, leave the column blank. Dates must be submitted in the format YYYY-MM-DD.
Received_SGIP_Funding	boolean	Indicate if the device has ever received compensation for the Self Generation Incentive Program (SGIP). If the device has received SGIP funding, mark the column true. If unsure, leave the column blank.

Estimated_Full_Duration_Discharge_kWh	Decimal	A per-device estimate of kWh available for discharge over a full-duration event. Note that this value is not used for any other purpose than to determine the aggregation-level capacity, and as such can be derived from the aggregate if necessary (e.g., it could be the average net-capacity of all devices versus the specific net-capacity of this device).

6 Zero Baseline Rules

6.1 Apply_Zero_Baseline?

The "Apply_Zero_Baseline?" field will not be imported into the Olivine system as a source of truth for whether a device will or will not have a baseline value. Instead, it is used as a check that allows Olivine staff to determine when there is a mismatch in expectations for baseline values. The baseline will be applied based on whether the values described in Section 5.2 meet the eligibility criteria. If "Apply_Zero_Baseline?" is set to TRUE, but the zero baseline criteria are not met, feedback will be provided.

6.2 Required values for Zero Baseline

There are four fields required for a device to receive a zero baseline value.

1) A valid Service Address. The Address fields "Service_Account_Address_1", "City", "Zip_Code", and "State" must be filled out with valid values.
2) *Utility_Service_Account_Number* must be a valid Service Account number for the appropriate utility district. Additional rules for Service Account numbers are below.
3) *PTO_Date* must be a valid date in YYYY-MM-DD format at or after July 1st, 2023.
4) *Received_SGIP_Funding* must have the value False attesting that the device has never received Self Generation Incentive Program funding.

6.3 Utility_Service_Account_Number Rules

Service Account ID rules will depend on the Utility:

Utility	Service Account Rules
PG&E	A valid PG&E Service Account ID must be a ten-digit number. PG&E Service Account numbers may start with leading zeroes. Ensure that

	when handling SAID numbers, you do not inadvertently drop the leading zeroes to maintain a valid PG&E SAID number.
SCE	A valid SCE Service Account ID must be ten-digits long and must start with an 8.
SDG&E	A valid SDG&E Service Account ID must be either ten or twelve digits long.
LADWP	A valid LADWP Service Account ID must be ten digits long.