

How to Register and Report in the SREC II Program

Congratulations on going solar! Now that you are ready to produce your own electricity, you may want to take advantage of the Solar Renewable Energy Certificate (“SREC”) II incentive program. Please note that a list of common terms is included on page 3.

What is an SREC?

Solar Renewable Energy Certificates are earned as your PV system produces electricity and represent the renewable energy attributes of the electricity. Retail electricity suppliers are required to purchase a certain amount of SRECs each year and they can be sold under the Massachusetts Department of Energy Resources (“DOER”) Solar Carve-Out II (“SREC II”) incentive program. To earn SRECs, the solar PV production needs to be reported. Instructions and information on participating and reporting under the SREC II program are detailed below.

Finding an Aggregator

Often a solar installer will be able to provide information and options for selecting an aggregator to help you manage the sale of your SRECs. DOER does not require customers to work with an aggregator under the SREC II program, but strongly recommends that all PV system owners consider working with one for the following reasons:

- It is difficult for an individual to sell a small number of SRECs to electricity providers who are required to purchase many thousands each year, making high volume purchases preferable.
- Aggregators qualify your system for the SREC II program with DOER, market and sell your SRECs, and manage necessary accounts on your behalf.

In return for these services, aggregators usually collect a small percentage fee of the final sale price of the SRECs. DOER has more information on participating aggregators on their website: <http://www.mass.gov/eea/energy-utilities-clean-tech/renewable-energy/solar/rps-solar-carve-out-2/market-resources-aggregators-retail.html>

SREC Qualification

Your aggregator will qualify your system for SREC II by submitting a Statement of Qualification (“SQA”) to DOER. Once DOER approves the SQA, the Massachusetts Clean Energy Center (“MassCEC”) will register the system in the online Production Tracking System (“PTS”). To receive SRECs once the system is registered, the Aggregator/Account Holder must agree to the SREC Terms and Conditions by checking the ‘SREC Terms and Conditions Accepted’ box on the system ‘Owner’ page in the PTS.

PTS Reporting

There are two methods to report electricity production; Manual Reporting and Data Acquisition System (“DAS”) Reporting:

Manual Reporting Instructions:

- If your solar PV system is 10 kW or smaller, you can manually report electricity production to the PTS.
- Once your system is qualified, it will be registered in the PTS. Login credentials for the PTS website (<http://www.masscec-pts.com>) will be sent to all parties (System Owner, Aggregator, and System Representative) in your first reporting reminder email.
- Reporting instructions and other frequently asked questions can be found on the PTS website by logging in and clicking “Help,” then “FAQ”.
- If your system is PTS registered, but you do not have your login information:
 - Go to the PTS website
 - Select “Never received your username or password?”
 - Enter your email address. You will then receive an email with log-in information.

- If you need PTS assistance, first work with your aggregator. If further assistance is needed, please email pts@masscec.com.
- If you are participating in another MassCEC solar PV program, your system may be partially registered in the PTS before it is qualified for the SREC II program. You can search the PTS for your system by using your email as described above. Please note that you may start reporting if the system is in the PTS, but to receive SRECs, your system must first be qualified by DOER and fully registered in the PTS.

DAS Reporting:

- A DAS can be used to automatically report to the PTS.
- A DAS is required for systems larger than 10 kW. It is optional for all smaller systems.
- The DAS will be considered the System Representative/Reporter in the PTS, and therefore you will not be able to manually report in the PTS.
- A list of approved DAS providers can be found on our website: <http://www.masscec.com/content/data-acquisition-systems-das-service-providers>

For troubleshooting, or if there are any changes to your PTS information, email pts@masscec.com or call 866-314-9367.

Reporting timelines for SREC II

Reporting solar electricity production (manually or with a DAS) must be done monthly during the PTS reporting period, which occurs the last five days of the reporting month into the first five days of the next month (i.e. Production for April would be reported between April 26th and May 5th). If manually reporting, be sure to read the production meter installed with the system. Though not recommended, if you miss reporting a month, you can report the meter reading the next month, and the PTS will automatically prorate production for the missing month(s). Please note that if a quarter is reported to NEPOOL before missing production is prorated, any prorated production will not automatically be captured the following reporting quarter, which may result in a loss of SRECs.

MassCEC’s PTS team reports the SRECs (based on reported production) to NEPOOL GIS for minting once a quarter, and on a one quarter delay. Please see the below table for details.

	Months	SRECs reported to NEPOOL:	NEPOOL mints SRECs:
Q1	Jan-Mar	July 10 th	July 15 th
Q2	Apr-Jun	Oct 10 th	Oct 15 th
Q3	Jul-Sep	Jan 10 th	Jan 15 th
Q4	Oct-Dec	Apr 10 th	Apr 15 th

Note: In order to be guaranteed of receiving credit for production in a particular calendar quarter, you must ensure that all production from that quarter is reported to the PTS prior to the NEPOOL reporting deadlines list in the chart above.

SREC II Pricing and Payments

SRECs are typically sold throughout the year at the going market rate. They also may be sold in the annual Solar Credit Clearinghouse Auction, which DOER holds at the end of each July (if necessary). The auction is designed to provide price support in the event that the market is oversupplied and owners are left holding unsold SRECs at the end of the trading year. SRECs deposited into the auction are sold at a fixed price, which is set according to a schedule established by DOER. If electricity providers do not meet their annual obligations to purchase SRECs, they would be required to make Alternate Compliance Payments (ACP). Therefore SRECs should always sell below the ACP rate. For more information about the auction and ACP rates, see DOER’s website: <http://www.mass.gov/eea/energy-utilities-clean-tech/renewable-energy/solar/rps-solar-carve-out-2/>

Receiving SREC II payments from your aggregator can vary (both timing and amount) by the contract you have with them, and the market value of SRECs. We recommend you carefully review and compare contracts from the aggregators and choose which option is best for you.

Important Terms:

There are many terms and acronyms used by all parties involved in the SREC II program, many of which are explained below.

- **The Department of Energy Resources (DOER):** the state agency that created and regulates the SREC II program.
- **SRECs:** Solar Renewable Energy Certificates. As your system produces solar electricity, it can earn SRECs. These SRECs can then be sold to electricity providers, which are obligated by regulation to purchase a certain number of SRECs annually. Your system can earn SRECs for ten years. 1 MWh of electricity produced = 1 SREC.
- **SREC II or the Renewable Portfolio (RPS) Solar Carve-out II Program:** The name of the incentive program that enables solar PV owners to generate and sell SRECs.
- **Aggregator:** a company that sells SRECs to electricity providers on behalf of customers. The aggregator may also be referred to as a broker.
- **Production Tracking System (PTS):** An online database managed by MassCEC that serves as the sole independent verifier for electricity generation under the SREC II program. The PTS collects, verifies, and reports solar electricity production to NEPOOL GIS in order for SRECs to be minted.
- There are multiple parties for each PV system that have access to PTS:
 - **System Owner:** owner of the PV system. This could be the customer or a third party owner
 - **Aggregator or GIS Account Holder:** the aggregator who will be selling the SRECs
 - **System Representative or Reporter:** entity responsible for entering monthly production data to the PTS. This may be the System Owner or a DAS.
- **NEPOOL GIS:** New England Power Pool Generation Information System. Tracks SRECs, as well as other New England states' renewable certificates. PTS reports production to NEPOOL GIS quarterly, and then NEPOOL deposits, or 'mints,' SRECs into aggregators' GIS accounts accordingly.
- **Data Acquisition System (DAS) Service Provider:** automatically tracks system production and reports it to the PTS monthly on behalf of the customer, instead of a manual monthly meter reading. A DAS is required for systems larger than 10 kW.