



Wind Performance Reporting Systems Forms and Instructions

(Issued 12/2013. Edited April 2020.)

Wind Performance Reporting System comprises three forms submitted quarterly: CEC-1385 for wind project operators, CEC-1386 for wind power purchasers, and CEC-1384, the verification form submitted by wind project operators and wind power purchasers.

Form CEC-1384 Wind Project Performance or Wind Power Purchases – Verification

Purpose: This form assures that the wind project performance information and wind power purchasing information provided to the Energy Commission has been reviewed and approved by an official with responsibility and authority to submit these filings. The Verification form can be used as a standard cover letter for these compliance filings, and thus reduce administration costs for all concerned. The Verification form also helps the Energy Commission ensure that potentially confidential or proprietary data is protected from inadvertent disclosure.

Authority: California Code of Regulations, Title 20, Division 2, Chapter 3, Section 1384.

Who must file: Each wind project operator and wind power purchaser required to file form CEC-1385 or form CEC-1386 must designate a responsible official to complete and file form CEC-1384.

When to file: This form is submitted concurrently with forms CEC-1385 and CEC-1386. For wind power purchasers and operators of California wind projects 1.0 MW or more, these forms are due by the 15th day of March, June, September, and December for the previous quarter.

A utility or other entity that is both a wind power operator and a wind power purchaser may file all three forms concurrently with a Verification form CEC-1384.

How to file: Reports may be submitted by email or U.S. mail.

Where to file: Email at QFERGEN@energy.ca.gov

Or on electronic media (CD-ROM) via U.S. mail to:

California Energy Commission

Attn: John Hingtgen

1516 Ninth Street, MS-20

Sacramento, CA 95814

Form CEC-1384 Instructions: Verification

Person Submitting the Report. Provide a name and contact information for the person who is reviewing, verifying, and providing the information required on form CEC-1385 and/or form CEC-1386. This contact information includes the following:

Name, Position Title, Company Name, Address (P.O. Box and/or Street Address), **City, State, Zip Code, Phone, Email,** and **Fax** (optional).

Company Responsible for Submitting the Report. Provide a name and contact information for the company, utility, or other entity that by regulation is responsible for submitting information on form CEC-1385 and/or form CEC-1386. This contact information includes the following:

Name of Wind Project Operator / Wind Power Purchaser,
Address (P.O. Box and/or Street Address), **City, State, Zip Code**

Reporting Period. Enter or select from the drop-down list Q1, Q2, Q3, or Q4.

Reporting Year. Enter or select the four-digit calendar year.

Verification. Read the declarative statements that include the phrase "under the penalty of perjury of the laws of the State of California," and then complete the signature block. Record the date of your review for filing the report.

Form CEC-1385 Wind Project Performance

Purpose: This form provides electric generation and generating technology information related to power plant operations. This information is used by CEC staff for various analyses including the CEC's biennial *Integrated Energy Policy Report*.

Authority: California Code of Regulations, Title 20, Division 2, Chapter 3, Section 1301 et seq. Reports by wind project operators on form CEC-1385 also satisfy reporting obligations stated in Section 1304 (a)(1) for Power Plant Identification and Section 1304 (a)(2) for Generation and Fuel Use Data, with information that is otherwise reported on form CEC-1304 Schedules 1 and 2, respectively.

Environmental information related to power plant operations that shall be reported annually to satisfy reporting obligations stated in Section 1304 (a)(3) may be submitted concurrently with the quarterly report for the last quarter of the previous calendar year.

Who must file: Each operator of a wind project with one or more wind turbine generators installed in California with a combined rated capacity of 1.0 MW nameplate or more, and that generates electricity which is sold to another party. Operators of California wind projects with a rated capacity of 10 MW or more must file Schedules 1, 2, and 3. Operators of California wind projects with a rated capacity of at least 1 MW but less than 10 MW must file Schedules 1, 2, and 4.

When to file: The reporting period is each calendar quarter. Each operator of a California wind project with a combined rated capacity of 1.0 MW nameplate or more submits this form quarterly by the 15th day of March, June, September, and December for the previous quarter.

How to file: Reports must be submitted in electronic format and delivered by email or be provided on electronic media (CD-ROM) and delivered via U.S. mail. Each submittal must be accompanied with a Verification form CEC-1384.

Where to file: Email at QFERGEN@energy.ca.gov

Or on electronic media (CD-ROM) via U.S. mail to:

California Energy Commission
Attn: John Hingtgen
1516 Ninth Street, MS-20
Sacramento, CA 95814

Note: Entering information in Schedule 1 will populate some fields on later schedules in the spreadsheet.

Form CEC-1385 Schedule 1 Instructions: Wind Project Identification

Reporting Period. Enter Q1, Q2, Q3, or Q4; in Excel, select the calendar quarter using the drop-down list. (On the template form in Excel, when the Reporting Period, Wind Power Project Name, EIA and CEC Plant ID number are entered on Schedule 1, they automatically appear on Schedules 2 and 3).

Reporting Year. Enter or select the four-digit calendar year.

1. **Wind Power Project Name.** State the current name of the project as used in other reports such as generation data reports to the Energy Information Agency (EIA) on form EIA-923.
2. **EIA Plant ID.** Enter numeric the generating resource identification code used by the EIA.
3. **CEC Plant ID.** The CEC will assign this code of identification (W followed by four digits) when the wind power project is first reported on form CEC-1385 schedules. The respondent should enter this code in subsequent filings.
4. **Resource Scheduling ID.** Provide the wind project identification code(s) used for energy scheduling in the California ISO Balancing Area, if assigned.
5. **WREGIS ID.** Provide the unique alpha numeric WREGIS generator identification code(s) assigned by the Western Renewable Energy Generation Information System.
6. **Wind Project Location.** On separate lines, describe the physical location of the wind project by street address or P.O. Box, city, county, state, and zip code. To identify the Wind Resource Area, the

Excel form has a drop-down menu including Altamont, East San Diego County, Pacheco, San Geronio, Solano, Tehachapi, Other, and Outside of Existing. For uncertainties and ambiguities, please explain on line 13.

7. **Wind Project Operator.** Provide the full legal name of the project operator. Provide the principal business address with P.O. Box and/or street address, city, state, and zip code. (If the street address requires two lines, begin on line 7b and change P.O. Box to Street Address 1.) Provide a name and phone number for a person who can be contacted about project operations. The legal name of the Wind Project Operator is the developer or operator who directly receives payments for electricity from the wind power purchaser.
8. **Wind Project Owner.** If the Wind Project Operator is not the Wind Project Owner, provide the full legal name of the principle or majority interest owner. Provide the owner's principal business address with P.O. Box and/or street address, city, state, and zip code.
9. **Project Nameplate Capacity (MW).** Enter the sum of the nameplate capacity in megawatts for all currently installed and operable turbines in the wind project.
10. **Cumulative number of turbines installed.** Enter the number of turbines in the wind project that were available to generate by the end of the reporting period. This number should match the number of turbines listed on Schedules 2 and 3.
11. **Wind Power Purchaser(s).** Name the electric utility or other entity which purchased electricity from the wind project during the reporting period. Provide the purchase contract numbers or other identifiers (reference names and numbers) that identify specific power sales agreements. Add lines as needed. If the purchaser is the same entity as the operator, enter words such as "utility owned" or "purchaser owned". Counterparties that only purchased energy without RECs or null power or who purchased RECs but not energy, should not be named or listed on line 11.
12. **Other Project Names.** Provide any alternate names by which the project is known. Also, provide any prior names of this project (or a part of this project) if it was different during a previous reporting period.

13. **Operator comments** (if any). Add comments or additional information considered relevant for clarity, completeness, or context. Where a project has multiple owners, this line can be used to provide a web link to the information required on this form. However, the principal operator should still be entered under line 7 in case of questions about the project.

Form CEC-1385 Schedule 2 Instructions: Wind Project Turbine Technology

Reporting Period. State the quarterly reporting period as used on Schedule 1.

Reporting Year. State the four-digit calendar year as used on Schedule 1.

Wind Power Project Name. State the current name of the project as used on Schedule 1.

EIA Plant ID. Provide the code of identification used by the EIA as shown on Schedule 1.

CEC Plant ID. Provide the code of identification assigned by the CEC as shown on Schedule 1.

Turbine ID or Group ID. Beginning on line 1 of this form, please list each turbine or turbine group that was available to generate in the reporting period. Please use an identification code that is unique to each generating unit (or group) within the project as assigned by the wind project operator or owner. Wind project operators may use this column to identify a group of turbines of a model by the same maker. Add additional rows if needed. (On the Excel template, each Turbine ID or Group ID entered on Schedule 2 will automatically appear on Schedule 3).

Number of Turbines. Enter the number 1 if a turbine has a separate ID in the previous column. If the identification code in the previous column is for a group of turbines, enter the number of turbines in the group.

Name of Turbine Manufacturer. Identify the maker of each generating wind turbine or group of turbines.

Turbine Model. Provide the common name or manufacturer's name for the turbine that applies to the model of a specific rotor (m²) and size (kW).

Rotor (m²). For each turbine, and specific to each turbine model, state the rotor swept area. Numbers entered in this column represent square meters.

Turbine Size (kW). Provide the turbine manufacturer's nameplate rating (in kW) for the power that this turbine can generate at a given wind speed. Provide a number representing the wind speed (in meters per second) used by the manufacturer to set the published kW (nameplate) rating provided in the previous column.

Operator comments (if any). Add any explanatory information that may be helpful, relevant, or appropriate to an understanding of the data.

Form CEC-1385 Schedule 3 Instructions: Energy Production from Wind Projects of 10 MW or more

Reporting Period. State the quarterly reporting period as used on Schedule 1.

Reporting Year. State the four-digit calendar year as used on Schedule 1.

Wind Power Project Name. State the current name of the project as used on Schedule 1.

EIA Plant ID. Provide the code of identification used by the EIA as shown on Schedule 1.

CEC Plant ID. Provide the code of identification assigned by the CEC as shown on Schedule 1.

Turbine ID or Group ID. Beginning on line 1 of this form, provide the identification number or code for each turbine (or group of turbines) as shown on Schedule 2, listed in the same order as on Schedule 2. Add additional rows if needed.

Number of new turbines this reporting period. For each Turbine ID or Group ID, enter the number (if any) of wind turbines that were newly installed in this reporting period or leave blank. The existence of turbines which were previously reported need not be reported again.

Electricity Produced (kWh). Enter the amount of electric energy measured in kilowatt hours at the generating terminal during the previous quarter. This would generally be at the point of metering and should be consistent with the EIA definition of Gross Generation for reporting on form EIA-923. For California wind projects 10.0 MW or more, the Excel template has 12 columns to enter data for each month; this allows the same spread sheet to be used with all four quarterly filings for a reporting year.

Station Use (kWh). Enter the metered or estimated monthly amount of energy consumed for station use. According the EIA, station use is “Energy that is used to operate an electric generating plant. It includes energy consumed for plant lighting, power, and auxiliary facilities”. On the Excel form, entering data will automatically calculate Wind Project Net Generation (kWh).

Total Gross Generation (kWh). Provide a monthly total for Gross Energy production on a separate line; this is done automatically on the Excel template.

Wind Project Net Generation (kWh). Enter the amount of net generation (gross generation minus the parasitic station load, i.e. station use) for each month. If the monthly station service load exceeded the monthly gross electrical generation, report negative net generation with a minus sign. Please note that net generation is not defined as electric energy sold to the grid (net of direct use), but as gross minus station use. This is consistent with the EIA definition of Net Generation for reporting on form EIA-923.

Operator comments (if any). Add any explanatory information that may be helpful, relevant, or appropriate to an understanding of the data, or enter “None.”

Note occurrences where production estimates are included based on meter failures or other circumstances. Explanations are required if metering equipment was not available to distinguish generation by

individual turbines (or by a group of turbines of a particular model by the same maker).

Form CEC-1385 Schedule 4 Instructions: Energy Production from Wind Projects less than 10 MW

Reporting Period. State the quarterly reporting period as used on Schedule 1.

Reporting Year. State the four-digit calendar year as used on Schedule 1.

Wind Power Project Name. State the current name of the project as used on Schedule 1.

EIA Plant ID. Provide the code of identification used by the EIA as shown on Schedule 1.

CEC Plant ID. Provide the code of identification assigned by the CEC as shown on Schedule 1.

Turbine ID or Group ID. Beginning on line 1 of this form, provide the identification number or code for each turbine (or group of turbines) as shown on Schedule 2, listed in the same order as on Schedule 2. Add additional rows if needed.

Number of new turbines this reporting period. For each Turbine ID or Group ID, enter the number (if any) of wind turbines that were newly installed in this reporting period or leave blank. The existence of turbines which were previously reported need not be reported again.

Electricity Produced (kWh). Enter the amount of electric energy produced by generating units during the previous quarter. This would generally be at the point of metering and should be consistent with the EIA definition of Gross Generation for reporting on form EIA-923. For California wind projects less than 10.0 MW, the Excel template has 4 columns for enter data for calendar quarter. This allows the same spread sheet to be used with all four quarterly filings for a reporting year.

Station Use (kWh). Enter the metered or estimated quarterly amount of energy consumed for station use. According the EIA, station use is “Energy that is used to operate an electric generating plant. It includes energy consumed for plant lighting, power, and auxiliary facilities”. On the Excel form, entering data will automatically calculate Wind Project Net Generation (kWh).

Total Gross Generation (kWh). Provide a quarterly total for Gross Energy production on a separate line; this is done automatically on the Excel template.

Wind Project Net Generation (kWh). Enter the amount of net generation (gross generation minus the parasitic station load, i.e. station use) for each quarter. If the station service load exceeded gross electrical generation, report negative net generation with a minus sign. Please note that net generation is not defined as electric energy sold to the grid (net of direct use), but as gross minus station use. This is consistent with the EIA definition of Net Generation for reporting on form EIA-923.

Operator comments (if any). Add any explanatory information that may be helpful, relevant, or appropriate to an understanding of the data, or enter “None.”

Note occurrences where production estimates are included based on meter failures or other circumstances. Explanations are required if metering equipment was not available to distinguish generation by individual turbines (or by a group of turbines of a model by the same maker).

Form CEC-1386 Wind Power Purchases

Purpose: This form provides information related to renewable energy procurement from wind-powered projects located in California. This information is used by CEC staff for various analyses including the CEC's *Integrated Energy Policy Report*.

Authority: California Code of Regulations, Title 20, Division 2, Chapter 3, Section 1381 et seq. and specifically Section 1386.

Who must file: Each electric utility or other entity which purchases wind power from a wind project located in California with a combined rated capacity of 1.0 MW nameplate or more. Only purchasers of "bundled" renewable wind energy products must file. A "bundled" purchase in this context refers to the sale of electricity that was generated by a wind project operator along with the transfer of renewable energy credits (RECs). Purchases of null power or REC-only purchases from a wind project operator do not result in a requirement to file form CEC-1386.

When to file: This form is submitted four times per year by the 15th day of March, June, September, and December for the previous calendar quarter.

How to file: Reports in paper or electronic file format may be submitted by email or U.S. mail. Each submittal must be accompanied with Verification form CEC-1384.

Where to file: Email at QFERGEN@energy.ca.gov

Or on electronic media (CD-ROM) via U.S. mail to:

California Energy Commission
Attn: John Hingtgen
1516 Ninth Street, MS-20
Sacramento, CA 95814

Form CEC-1386 Instructions

Reporting Period. Enter or select from the drop-down list Q1, Q2, Q3, or Q4.

Reporting Year. Enter or select the four-digit calendar year.

Name of purchaser's firm. At the top of this form, state the name of the electric utility or other entity which purchased electricity from one or more wind power projects during the prior quarter.

Name of contact person. Provide a name for someone at purchaser's firm who can be contacted about information reported on this form.

Phone number of contact person. Provide a cellular or telephone number for the contact person.

Wind Project Operators. In this column, list the names of California wind project operators that served as counterparties for wind power purchases completed in the reporting period. By regulation, the Wind Project Operator is defined as any developer or operator who directly receives payments for electricity from the wind power purchaser.

Purchase Contract Numbers or Identifiers. In this column, list all individual purchase contract numbers, purchase agreements, power sales agreements, or other references that identify specific power sales agreements associated with the Wind Project Operator named in the previous column. Add lines as needed.

Wind power purchasers have flexibility in reporting this data. For example, a wind-powered facility apportions its power deliveries among different contracts and delivers its energy through several different substations, and accordingly has several California Independent System Operator (California ISO) resource identifiers. Wind power purchasers may report data for such projects by substation or California ISO Resource ID, rather than by purchase contract numbers. However, enough explanation should be provided to clarify the correct contracts.

Net kWh Procured. In this column, enter the total amount of electricity procured in the reporting period from Wind Project Operators under the terms of individually listed contracts, purchase power agreements, or other power sales agreements. The data reported in this column should be consistent with the definition of "net electricity generated" as reported to the CEC in Power Source Disclosure Reports. In general, Net kWh Procured will be equal to net "Electricity Produced (kWh)" that represents total kilowatt hours produced with the wind project and delivered to a wind power purchaser during the reporting period. However, in

commercial transactions, there may be a difference between “produced” and “purchased” energy volumes such as when the seller of generation acts as the California ISO Scheduling Coordinator (SC). Data reports showing Net kWh Procured should represent “produced” generation that also reflects the generation tracked in WREGIS.

Maximum MW’s Operator may deliver. In this column, to the nearest whole number, enter the maximum megawatts (MW’s) which the Wind Project Operator may deliver to the purchaser as specified in the contracts and agreements listed in column B. The term “may deliver” in this context does not refer to dependable capacity values for generators as used in system reliability studies or in local capacity procurement standards. However, if a wind project is owned and operated by a utility and has no other wind power purchasers, the maximum MW’s that a wind project may deliver will normally equal or approximate nameplate capacity.

Purchaser comments (optional). Add any explanatory information that may be helpful, relevant, or appropriate to an understanding of the data. Note occurrences where WREGIS certificates may not have been issued for wind energy that was produced for sale, such as periods of test energy.