

RPS Verification Protocols

1. RPS staff sends request via e-mail for additional information, form corrections, data corrections, etc. to a generator or load-serving entity.
 - a. RPS staff will provide a due date for a response; this due date will be up to 30 calendar days from the date the e-mail is sent. If that date falls on a weekend or holiday, the due date will be the next business day.
 - b. E-mail will also provide instructions and a due date for the generator/LSE to request additional time; generator/LSE must request additional time within 10 calendar days of the date the e-mail is sent. If that date falls on a weekend or holiday, the due date will be the next business day. The generator/LSE must also provide rationale for needing additional time.
 - c. A request to a POU will Cc any POU groups (CMUA, NCPA, SCPPA, Small POU Group) of which the POU is a member.
 - d. RPS staff may offer, or the generator/LSE may request, a meeting to go over the details of the request.
2. If generator/LSE does not complete the request by the due date specified by RPS staff, the issue will be referred to the Executive Director.
 - a. RPS staff will e-mail the generator/LSE a letter from the Executive Director asking that RPS staff's request be fulfilled within 10 calendar days of the date the e-mail is sent. If that date falls on a weekend or holiday, the due date will be the next business day.
 - b. A request to a generator will Cc any utilities making claims from that generator in the compliance period being verified. A request to a POU will Cc any POU groups (CMUA, NCPA, SCPPA, Small POU Group) of which the POU is a member.
3. If generator/LSE does not complete the request by the due date specified by the Executive Director, then the claims for which RPS staff has insufficient information will be marked ineligible and noted as such in the Verification Report.
 - a. After the due date specified by the Executive Director has passed without an adequate response from the generator/LSE, RPS staff will no longer contact the generator/LSE to attempt to verify the eligibility of the claim(s).
 - b. The generator/LSE may submit the requested information after the due date, but only up to the point of final determination of REC eligibility for all LSEs. If the information submitted is adequate and submitted timely, and if the affected claims meet all other eligibility criteria, then the claims may be reinstated as eligible.