

Nomination of Market Participant Administrator (MPA)

This form is used to designate a new or additional Market Participant Administrator (MPA). This form must be completed by the nominated **Authorised Person** or the **Main Contact** as stated in Wholesale Electricity Market System (WEMS). Only one form will need to be completed for each Market Participant.

This form must be:

1. Completed and signed by the Authorised Person or the Main Contact;
2. Emailed to Market Operations (WA) for processing.

Note: The designated MPA will have administrator rights for the Participant and will be responsible for managing all details of user access, including their users access to trading, registration, settlements, reserve capacity submissions, creating new users and RSA token management.

Participant Short Name:		
MPA Details:	Given Name(s):	
	Surname:	
	User ID:	
	Email Address:	
MPA WEMS Token Details:	RSA Token Preference:	<input type="checkbox"/> Hardware Token <input type="checkbox"/> Software Token ¹
	Address to courier RSA Token (if Hardware):	
	Phone Type (if Software):	<input type="checkbox"/> iPhone <input type="checkbox"/> Android
	Binding ID or Device ID (if Software):²	

¹ The 'RSA SecurID Software Token' app will need to be downloaded from the App Store onto the user's device.

² For Software Tokens the Binding ID (for iPhones) or Device ID (for Androids) must be provided to AEMO and can be found in 'RSA SecurID Software Token' app.

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Authorising Declaration

As the Authorised Person or Main Contact, I consent to the designated MPA being given administrator rights for my organisation, which includes administering user access roles in WEMS. I undertake to notify **Market Operations (WA)** immediately on 1300 989 797 should the designated MPA details change.

Declaration from Authorised Person or Main Contact:		Date:	
Name			

MPA Declaration

As the designated MPA, I consent to undertake administrator rights for my organisation, which includes administering user access roles in WEMS.

Declaration from Market Participant Administrator:		Date:	
Name			

AEMO Contact Information

Assistance

If you need any help to complete this form, please contact Market Operations (WA) by phone on 1300 989 797 (option 1), or by email to wa.operations@aemo.com.au.