



# Locational Enrollment Service for Emergency Demand Resources Training

May 29<sup>th</sup>, 2025

# Purpose & Key Takeaways



## Purpose:

Provide an overview of the Locational Enrollment Service (LES) tool that will be used to register Emergency Demand Response.

## Key Takeaways:

- Streamlines data submission and management with reduced administrative effort
- Provides secure, role-based access for accurate and authorized data handling
- Enhances grid reliability through timely updated and centralized management

# Introduction

The Locational Enrollment Service (LSE) tool streamlines locational data management, reducing administrative overhead and improving efficiency. It provides secure, role-based access for users, ensuring only authorized personnel can view or submit data. By enabling accurate and timely updates, the tool supports grid reliability and compliance. Additionally, it enhances data security and integrity through centralized management.

# Market Portal

The screenshot displays the Market Portal interface. At the top, there is a blue header with the text "Market Portal". Below the header, the MISO logo is on the left, and "Applications" with a grid icon is on the right. The main content area features three service cards. The "Help Center (Service Request)" card is on the left, the "Locational Enrollment Service" card is on the right and highlighted with a green border, and the "OATI OASIS and webTrans" card is at the bottom left.

**Market Portal**

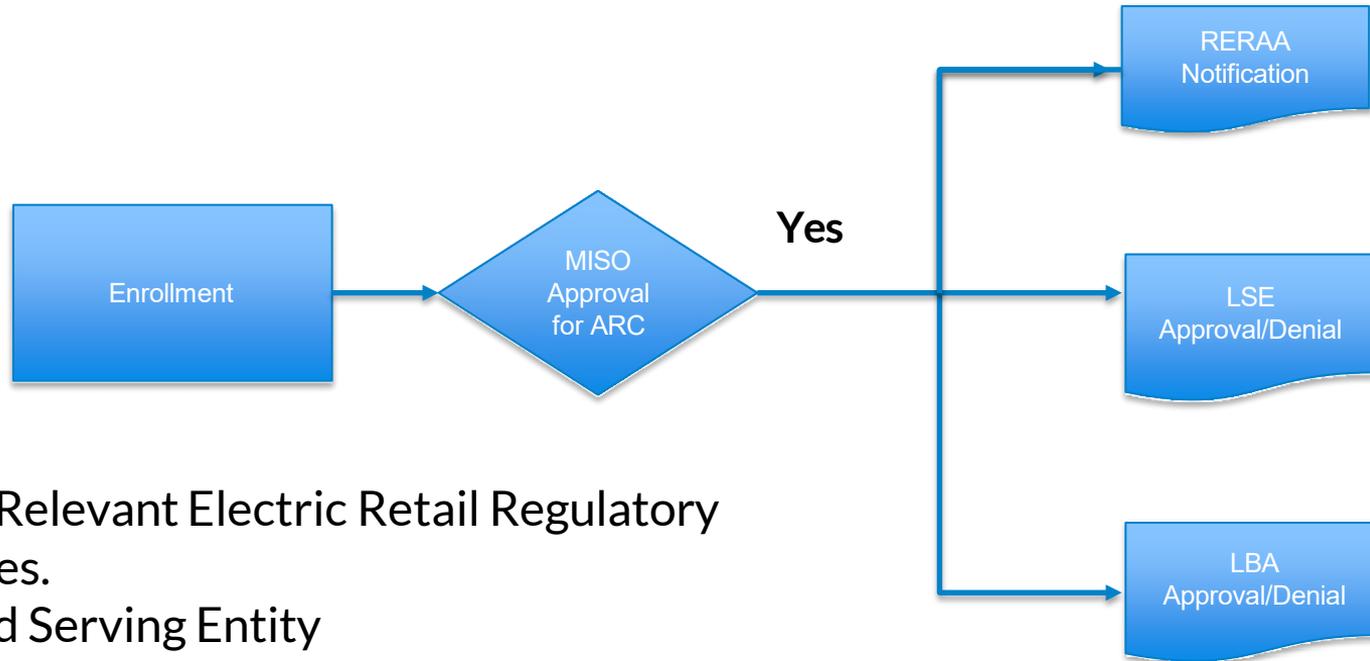
 Applications

**Help Center (Service Request)**  
Allows users to search our knowledge base and submit cases/inquiries on a variety of topics including Settlements, FTR, Credit, and Market Disputes.  
[Find Past Service Re...](#) [Launch Help Center](#)

**Locational Enrollment Service**  
Allows users to view and enroll Emergency Demand Response Resources. Services will be expanded to include additional resource types in the future.  
[Launch](#)

**OATI OASIS and webTrans**  
OATI hosts MISO OASIS and webTrans solutions which allow customers to manage scheduling, tagging, OASIS activities, outage management, congestion, and reserves. Companies must be registered with OATI to access these systems.  
[OATI Hub PreProd](#) [OATI Hub](#)

# Enrollment Process Overview

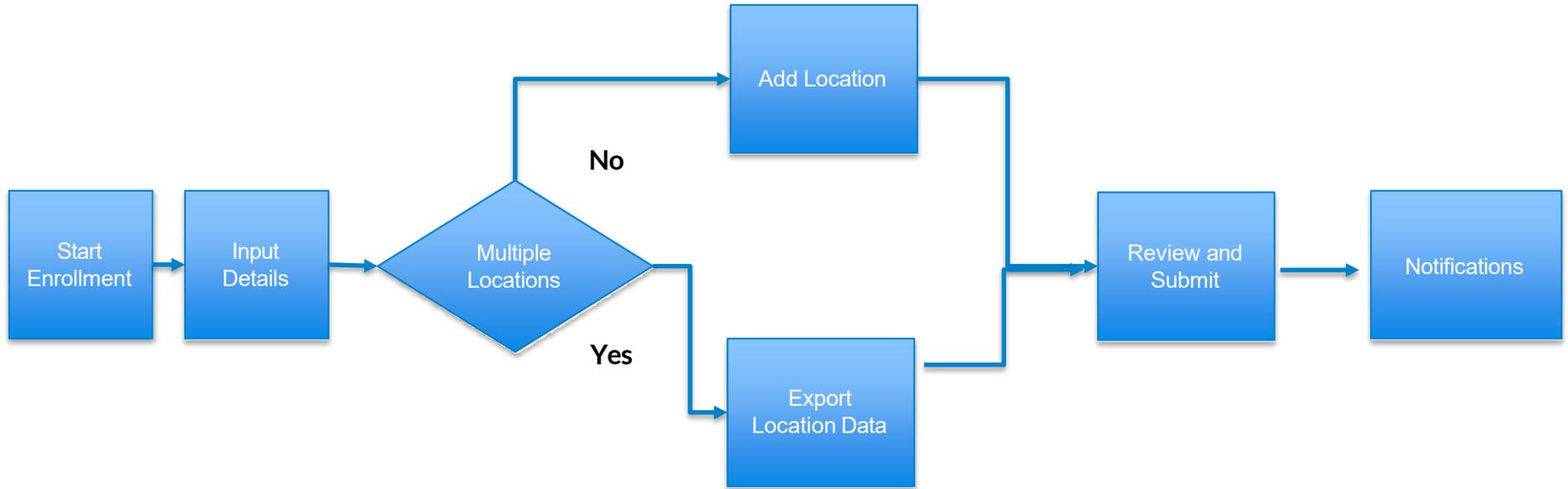


RERRA - Relevant Electric Retail Regulatory Authorities.

LSE - Load Serving Entity

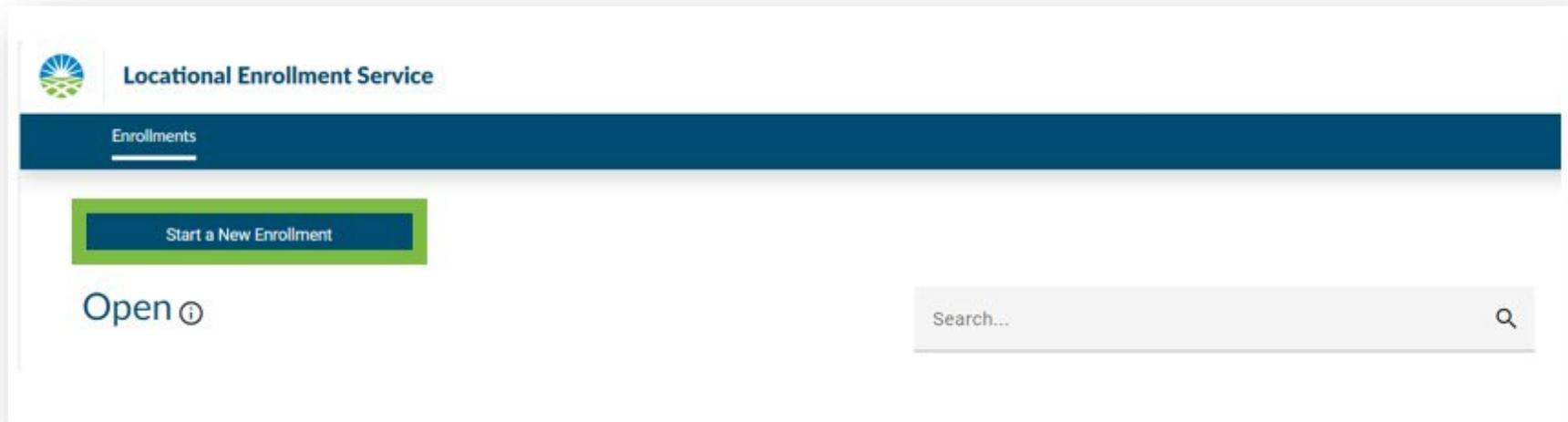
LBA - Local Balancing Authority

# Submission Process



# Enrolling an Aggregator of Retail Customers (ARC) Resource

- Select **Start a New Enrollment**.



# General Information

- Enter **Enrollment Name**.
- Select radial button next to **Resource Type**.
- The toggle is defaulted to **Non-ARC**.
- Select **Next** or **Save Draft**.

## New Enrollment

### > General

Completed

### Details

Not Started

### Dates

Completed

### 🔒 Locations

Not Started

### Contact

Completed

### 🔒 Review

Completed

## General

Enrollment Name\*

TESTFL.1



Enrollment name must be unique, no more than 15 characters, and contain no special characters except for periods.

8/15

Resource Type

EDR

Aggregator of Retail Customer (ARC) Status

Are you submitting as an ARC?

Yes

Next

Save Draft

# Details Information

- Use the drop-down to select Asset Owner, Local Balancing Authority and Load Serving Entity, Load Zone Commercial Pricing Node, Curtailment Method, Measurement & Verification and RERRA.
- Select **Next** or **Save Draft**.

## New Enrollment

- General *Completed*
- > **Details** *In Progress*
- Dates *Completed*
- 🔒 Locations *Not Started*
- Contact *Completed*
- 🔒 Review *Completed*

## Details

Please align your resource with the following Commercial Model and Settlement selections. Commercial Model values are derived from current, registered model relationships. For additional information, please review BPM-010 here.

Asset Owner\*

ⓘ Asset Owner is required.

Local Balancing Authority\*

Load Serving Entity\*

Load Zone Commercial Pricing Node\*

Curtailment Method\*

Measurement & Verification\*

RERRA\*

# Dates Information

- Enter **Start Date**.
- If you know when you would like the enrollment to end, toggle the **End Date slider** and enter the **End Date**.
- Select either **Submit** or **Save Draft**.

## New Enrollment

General  
Completed

Details  
In Progress

> **Dates**  
Completed

🔒 Locations  
Not Started

Contact  
Not Started

🔒 Review  
Unavailable

## Dates

The start date of an enrollment must be on the first of the month. An end date is not required for an enrollment. However, if you know when you would like this enrollment to end, use the toggle below to include the end date.

Start Date

Year\*  
2025

Day\*  
1

Month\*  
January

End Date

Next

Save Draft

# Location Information

- Enter **Location Name**.
- Use drop-down to select **Business Segment**.
- Enter **Load Reduction Amount**.
- Enter **Utility Account Number**.
- Enter **Utility Meter Number(s)**.
- Click **Save** or **Add Location**.

## New Enrollment

General  
Completed

Details  
Completed

Dates  
Completed

> **Locations**  
In Progress

Contact  
Not Started

Review  
Unavailable

## Locations

1	0.0	EDR	Jan 1, 2025	No End Date
TOTAL LOCATIONS	TOTAL MW	RESOURCE TYPE	START DATE	END DATE

Location Name\*

Country\*  
United States of America

Address\*

Suites, Apartment, or Building

City\*

State\*

ZIP Code\*

Business Segment\*

Load Reduction Amount\*  
MW

Utility Account Number\*

Utility Meter Number(s)\*

Save + Add Location Delete

EDR Enrollments Require a cumulative Load Reduction of at least 0.1 MW.

Next

Save Draft

# Location Information Continued...

- If you need to select another location, select **Next** or **Save Draft**.

**New Enrollment**

- General *Completed*
- Details *Completed*
- Dates *Completed*
- > **Locations** *Completed*
- Contact *In Progress*
- 🔒 Review *Unavailable*

## Locations

TOTAL LOCATIONS	TOTAL MW	RESOURCE TYPE	START DATE
1	0.9	EDR	Jan 1, 2025

Location Name

▼ Test IN 1 of 1

+ Add Location    📄 Upload Locations

**Next**    Save Draft

# Contact Information

New Enrollment

- General  
Completed
- Details  
In Progress
- Dates  
Completed
- 🔒 Locations  
Not Started
- > **Contact**  
In Progress
- 🔒 Review  
Unavailable

## Contact

Please input the required 24-hour contact information.

Business Area Owner  Support Center

First Name\*

Last Name\*

Email Address\*

Phone Number\*

Next Save Draft

- Enter **First Name**.
- Enter **Last Name**.
- Enter **Email Address**.
- Enter **Phone Number**.
- Enter **Next** or **Save Draft**.

# Enrollment Review

- Review information for accuracy and select either **Submit** or **Save Draft**.

## Review

Please review your data to ensure accuracy before submitting your enrollment.

Enrollment Name: LOC DEN				24 Hour Contact	
Enrollment Type	EDR - Emergency Demand Response	LSE		LZ CP Node	
Start Date	01/01/2025	LBA		Total MW	9.0
End Date	No End Date	AO		Curtailment Method	Load Reduction
ARC		RERRA		Measurement & Verification	Firm Service Level
				Name	Erik Z
				Email	m@m.com
				Phone	6035055555

Location Name		Address	MW
Location1	1 of 2	1121 Main Rd, Ruidoso, NM, 88345, US	7.0 MW
Den	2 of 2	321 Helen Dr, Deer Park, TX, 77536, US	2.0 MW

Items per page: 15 1 - 2 of 2

I acknowledge that there is a Customer Contractual Arrangement in place for all locations represented in this enrollment.

I acknowledge that this enrollment meets Relevant Electric Retail Regulatory Authority (RERRA) approval thresholds.

I acknowledge I have reviewed and submitted the relevant DocuSign form(s) for this enrollment located [here](#).

**Submit** **Save Draft**

# Notifications

All email notifications will come from:  
[MISO@notifications.misoenergy.org](mailto:MISO@notifications.misoenergy.org)



# Notification for the Submitter

**From:** [MISO@nonprodnotifications.misoenergy.org](mailto:MISO@nonprodnotifications.misoenergy.org) <[MISO@nonprodnotifications.misoenergy.org](mailto:MISO@nonprodnotifications.misoenergy.org)>

**Sent:** Thursday, January 9, 2025 8:55 AM

**To:** [no-reply@nonprodnotifications.misoenergy.org](mailto:no-reply@nonprodnotifications.misoenergy.org)

**Subject:** [EXT]Enrollment Submitted - test

**Warning!** This email originated from outside the organization and caution should be used when clicking on links/attachments. If you suspect this email is malicious, use the 'Phish Alert' button.

Hello,

An EDR Enrollment has been submitted for ██████ INC. and is now under review. You can follow the progress of approvals by accessing your Locational Enrollment Dashboard via the MISO Market Portal at <https://markets.midwestiso.org/marketportal/>.

Thank you-

# Notification for the LSE

From: [MISO@nonprodnotifications.misoenergy.org](mailto:MISO@nonprodnotifications.misoenergy.org) <[MISO@nonprodnotifications.misoenergy.org](mailto:MISO@nonprodnotifications.misoenergy.org)>

Sent: Thursday, January 9, 2025 8:55 AM

To: [no-reply@nonprodnotifications.misoenergy.org](mailto:no-reply@nonprodnotifications.misoenergy.org)

Subject: [EXT]Enrollment Submitted - test

**Warning!** This email originated from outside the organization and caution should be used when clicking on links/attachments. If you suspect this email is malicious, use the 'Phish Alert' button.

Hello,

MISO has received a request to register an Emergency Demand Response (EDR) resource from [REDACTED], a MISO Market Participant and Aggregator of Retail Customers (ARC). The requested effective date for these EDR(s) is 2025-01-01.

[REDACTED] has indicated [REDACTED] CORPORATE SERVICES, INC. is the Load Serving Entity (LSE) for the customers being registered. Per the MISO Tariff, this email serves as notification to the LSE related to the registration of the EDR resources. As the LSE, you have the opportunity to review the proposed registration and provide approval or denial within 10 business days of receiving this notice. Your deadline to review and provide your decision for each EDR Location is 2025-01-24.

Please validate the following data for each EDR Location being proposed:

1. Confirm the customer is not already registered as a LMR, DRR or EDR for the LSE
2. Confirm end use customer is served by the LSE
3. Confirm the LSE CP Node provided for each location

During your review of this EDR Location data, validate each EDR Location individually on its own merit as you will be asked to provide approval or denial for each. This EDR may contain one or more physical locations that comprise the entire resource. Review and approval tasks must be completed for each Location listed.

**ACTION REQUIRED BY 2025-01-24:** Navigate to the pending EDR Enrollment via the Market Portal Locational Enrollment tool at <https://markets.midwestiso.org/marketportal/> or use the following link to access this enrollment directly:

<https://stg-markets.midwestiso.org/demandresponse/enrollment-details/c1dca743-2418-4a32-b6cb-4f2f77dffdc>

- If the EDR registration data is accurate for the EDR location being reviewed, please mark Approve and then select Save.
- If the EDR registration data is inaccurate for the location being reviewed, please select Deny and then add one of the denial reasons in the drop down.

# Notification for the LBA

From: MISO@nonprodnotifications.midwestiso.org <MISO@nonprodnotifications.midwestiso.org>

Sent: Thursday, January 9, 2025 8:55 AM

To: no-reply@nonprodnotifications.midwestiso.org

Subject: [EXT]Enrollment Submitted - test

**Warning!** This email originated from outside the organization and caution should be used when clicking on links/attachments. If you suspect this email is malicious, use the 'Phish Alert' button.

Hello,

MISO has received a request to register an Emergency Demand Response (EDR) resource from [REDACTED], a MISO Market Participant and Aggregator of Retail Customers (ARC). The requested effective date for these EDR(s) is 2025-01-01.

[REDACTED] has indicated [REDACTED] the Local Balancing Authority (LBA) for the customers being registered. Per the MISO Tariff, this email serves as notification to the LBA related to the registration of the EDR resources. As the LBA, you have the opportunity to review the proposed registration and provide approval or denial within 10 business days of receiving this notice. Your deadline to review and provide your decision for each EDR Location is 2025-01-24.

Please validate the following data for each EDR Location being proposed:

1. Confirm location information: physical location address is located within the identified LBA
2. Confirm account number and address: data provided is tied to the correct address for the customer

During your review of this EDR Location data, validate each EDR Location individually on its own merit as you will be asked to provide approval or denial for each. This EDR may contain one or more physical locations that comprise the entire resource. Review and approval tasks must be completed for each Location listed.

**ACTION REQUIRED BY 2025-01-24:** Navigate to the pending EDR Enrollment via the Market Portal Locational Enrollment tool at <https://markets.midwestiso.org/marketportal/> or use the following link to access this enrollment directly:

<https://stg-markets.midwestiso.org/demandresponse/enrollment-details/c1dca743-2418-4a32-b6cb-4f2f7dfffdfc>

- If the EDR registration data is accurate for the EDR location being reviewed, please mark Approve and then select Save.
- If the EDR registration data is inaccurate for the location being reviewed, please select Deny and then add one of the denial reasons in the drop down.

# Notification for the RERRA

**From:** [MISO@nonprodnotifications.misoenergy.org](mailto:MISO@nonprodnotifications.misoenergy.org) <[MISO@nonprodnotifications.misoenergy.org](mailto:MISO@nonprodnotifications.misoenergy.org)>

**Sent:** Thursday, January 9, 2025 8:55 AM

**To:** [no-reply@nonprodnotifications.misoenergy.org](mailto:no-reply@nonprodnotifications.misoenergy.org)

**Subject:** [EXT]Enrollment Submitted - test

**Warning!** This email originated from outside the organization and caution should be used when clicking on links/attachments. If you suspect this email is malicious, use the 'Phish Alert' button.

Hello,

In an effort to continue to communicate and coordinate with the regulatory authorities in the MISO footprint, and in accordance with the MISO Tariff, this email serves as notification that MISO has received a request to register some Emergency Demand Response (EDR) resource(s) from [REDACTED], a MISO Market Participant and Aggregator of Retail Customers (ARC). The requested effective date for this EDR is 2025-01-01.

If you have any questions or concerns regarding this enrollment, or would like to pursue denial of this enrollment, please contact MISO Client Services via the MISO Help Center at <https://help.misoenergy.org>.

Thank you-

# Submitter Page after Submission:

INDYTST7

This enrollment is currently being reviewed by MISO for completeness prior to starting the 10 business day approval window.

Export

Withdraw

#### Enrollment Details

Enrollment Type: EDR  
Start Date: 1/1/2026  
End Date: N/A  
LZ/CP Node: [Redacted]

ARC: [Redacted]  
LSE: [Redacted]  
LBA: [Redacted]  
AO: [Redacted]  
RERRA: [Redacted] ConnL

Total MW: 7.0  
Approved MW: 0.0  
Curtailment: Load Reduction  
Measurement & Verification: Firm Service Level

#### 24 Hour Contact

Name: Erik Z  
Email: m@m.com  
Phone: 6035055555

Search...

Expand All

Location Name	Address	MW
Location1	123 Main St, Beedeville, AR 72014, US	7.0 MW

# LBA Homepage

Open 

Search... 

 Export All

Enrollment Name	Submitter	Type	Submitted Date ↓	Start Date	End Date	Requested MW	Approved MW	Open Tasks	Status	
INDYTST7 Auto Approves On Tuesday, January 28, 2025		EDR	Jan 13, 2025	Jan 1, 2026	-	7.0	0.0	2	<span>PENDING</span>	<input type="checkbox"/>

# LBA Approval Page

INDYTST7

1 Location pending for review

Export



LBA Tasks Incomplete



LSE Tasks Incomplete



Auto Approval on 1/28/2025, 11:55 PM Eastern

#### Enrollment Details

Enrollment Type EDR  
Start Date 1/1/2025  
End Date N/A  
LZ CP Node

ARC  
LSE  
LBA  
AO  
RERRA Public Utility Comm...

Total MW 7.0  
Approved MW 0.0  
Curtailment Load Reduction  
Measurement & Verification Firm Service Level

#### 24 Hour Contact

Name Erik Z  
Email mj@mcom  
Phone 602055555

Search



Compare All

Location Name

Address

MW

Status

Location1

Food Service  
Business Segment

#### LBA Determination

- Approve  
 Deny

Reason: The Location (end-use customer)...

Save

123 Main St, Beedeville, AR 72014, US

3

Utility Account Number

3

Utility Meter Numbers

7.0 MW

LBA  
LSE

# LSE Homepage

Open ⓘ

Search...   Export All

Enrollment Name	Submitter	Type	Submitted Date ↓	Start Date	End Date	Requested MW	Approved MW	Open Tasks	Status	⌵
INDYTST7 Auto Approves On Tuesday, January 28, 2025		EDR	Jan 13, 2025	Jan 1, 2026	-	7.0	0.0	2	PENDING	<input type="checkbox"/>

# LSE Approval Page

INDYTST7 1 location pending for review Export

✓ **LBA Tasks Complete**  
01/13/2025, 11:25 AM EST

📅 **LSE Tasks Incomplete**

📅 **Auto Approval on 1/28/2025, 11:55 PM Eastern**

Enrollment Details		ARC		VOLT		Total MW		24 Hour Contact	
Enrollment Type	EOR	LSE	ALTM	LBA	ALTE	Approved MW	7.0	Name	Erik Z
Start Date	1/1/2026	AD	VOLT	RERRA	Public Utility Commi...	Curtailment	0.0	Email	m@m.com
End Date	N/A					Measurement & Verification	Load Reduction	Phone	4020555555
LZ CP Node	ALTE.ALTE =						Firm Service Level		

Search... 🔍  
Collapse All

Location Name	Address	MW	Status
<span>⌵</span> Location1 Food Service Business Segment	123 Main St, Beebeville, AR 72014, US 3 Utility Account Number	7.0 MW	LBA <span>✓</span> LSE <span>⊘</span>

LBA Determination  
This task was approved by the assignee.

Saved By: ALTE 01/13/2025, 11:25 AM EST

Approve Reason: The Location (and-use customer)... Save

Deny

# Submitter Page after the Approvals

Enrollments

## INDYTST7

Enrollment has been approved

Export  
Withdraw

**LBA Tasks Complete**  
01/13/2023, 11:29 AM EST

**LSE Tasks Complete**  
01/13/2023, 11:40 AM EST

**Enrollment Process Complete**

Enrollment Details		ARC		Total MW		24 Hour Contact	
Enrollment Type	EER	ARC		Total MW	7.0	Name	Erik Z
Start Date	1/1/2024	LSE		Approved MW	7.0	Email	eg@m.com
End Date	N/A	LBA		Curtailment	Load Reduction	Phone	605055555
LZ CP Node		AID		Measurement & Verification	Firm Service Level		
		RERRA	Comment...				

Search ...

Export All

Location Name	Address	MW	Status
Location 1	123 Main St, Beedeville, AR 72014, US	7.0 MW	Approved

Items per page: 15 1 - 1 of 1

Provide Feedback

# Notification to the Submitter after the Approvals

**From:** [MISO@nonprodnotifications.misoenergy.org](mailto:MISO@nonprodnotifications.misoenergy.org) <[MISO@nonprodnotifications.misoenergy.org](mailto:MISO@nonprodnotifications.misoenergy.org)>  
**Sent:** Monday, January 13, 2025 4:52:54 PM (UTC-05:00) Eastern Time (US & Canada)  
**To:** [no-reply@nonprodnotifications.misoenergy.org](mailto:no-reply@nonprodnotifications.misoenergy.org) <[no-reply@nonprodnotifications.misoenergy.org](mailto:no-reply@nonprodnotifications.misoenergy.org)>  
**Subject:** [EXT]EDR Enrollment - Enrollment has been Approved - test

**Warning!** This email originated from outside the organization and caution should be used when clicking on links/attachments. If you suspect this email is malicious, use the 'Phish Alert' button.

Hello,

The EDR enrollment [REDACTED] from [REDACTED] a MISO Market Participant and Aggregator of Retail Customers (ARC) has been approved. This EDR enrollment consists of the following:

Local Balancing Authority: [REDACTED]

Load Serving Entity: [REDACTED]

CPNode: [REDACTED]

RERRA: [REDACTED]

Approved Start Date: 2025-01-13

End Date: N/A

Total MW: 1.0

Thank you-

# Notification for Location Denial

**From:** [MISO@nonprodnotifications.misoenergy.org](mailto:MISO@nonprodnotifications.misoenergy.org) <MISO@nonprodnotifications.misoenergy.org>  
**Sent:** Monday, January 13, 2025 8:21:50 AM (UTC-05:00) Eastern Time (US & Canada)  
**To:** [no-reply@nonprodnotifications.misoenergy.org](mailto:no-reply@nonprodnotifications.misoenergy.org) <[no-reply@nonprodnotifications.misoenergy.org](mailto:no-reply@nonprodnotifications.misoenergy.org)>  
**Subject:** [EXT]Enrollment Update - A Requested Location Has Been Denied - test

**Warning!** This email originated from outside the organization and caution should be used when clicking on links/attachments. If you suspect this email is malicious, use the 'Phish Alert' button.

Hello,

A location has been denied for the following EDR enrollment:

C.BIGENROLLMENT.

You can view enrollment details by following the URL below using a certificate with appropriate access to the Locational Enrollment Tool.

<http://localhost:4200/enrollment-details/72f08812-93ad-4cf7-b338-cecc19122c96>

If you have any questions, please do not hesitate to contact your Client Services Representative via a MISO Help Center request.

Thank you

# Notification for Location Denial Continued...



# Notification when Min. Threshold not Met

**From:** [MISO@nonprodnotifications.misoenergy.org](mailto:MISO@nonprodnotifications.misoenergy.org) <[MISO@nonprodnotifications.misoenergy.org](mailto:MISO@nonprodnotifications.misoenergy.org)>  
**Sent:** Monday, January 13, 2025 11:40:17 AM (UTC-05:00) Eastern Time (US & Canada)  
**To:** [no-reply@nonprodnotifications.misoenergy.org](mailto:no-reply@nonprodnotifications.misoenergy.org) <[no-reply@nonprodnotifications.misoenergy.org](mailto:no-reply@nonprodnotifications.misoenergy.org)>  
**Subject:** [EXT]Enrollment Denied - Minimum MW Threshold Not Met - test

**Warning!** This email originated from outside the organization and caution should be used when clicking on links/attachments. If you suspect this email is malicious, use the 'Phish Alert' button.

Hello,

The following EDR Enrollment has been denied due to failure to meet the minimum threshold required of 0.1 MW:

E2E.LBA.DET.

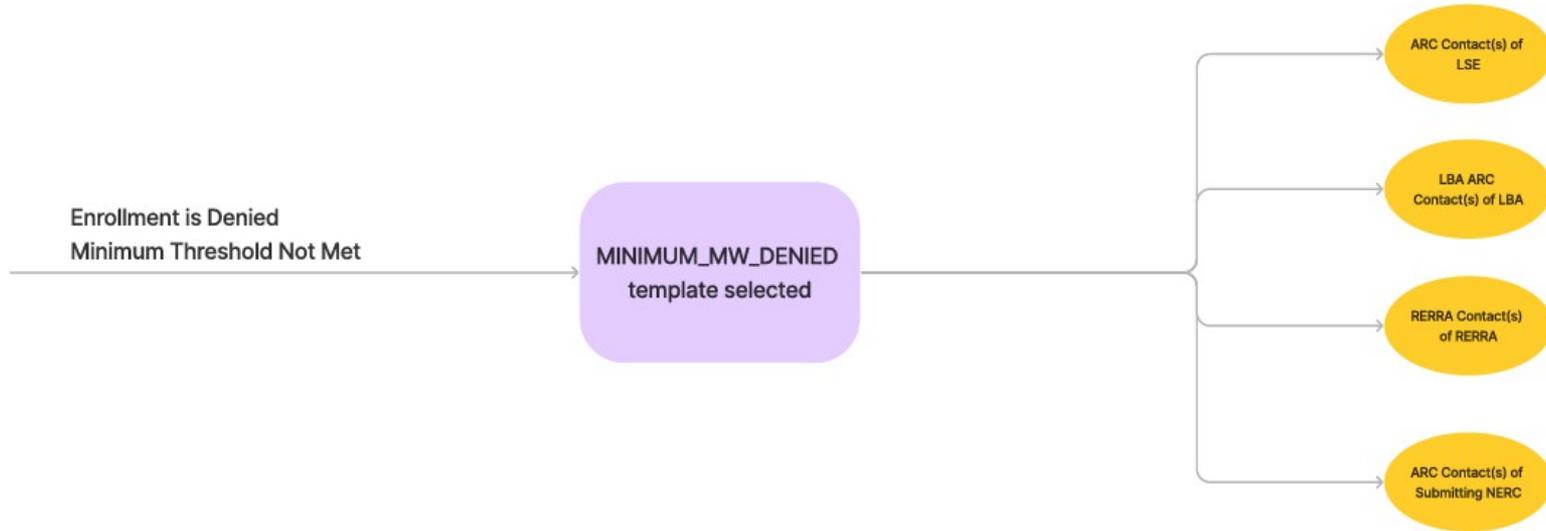
You can view your enrollment details by following the URL below using a certificate with appropriate access to the Locational Enrollment Tool.

<https://dev-markets.midwestiso.org/demandresponse/enrollment-details/57fa708b-a874-49a2-9458-a2d3ce788edb>

If you have any questions, please do not hesitate to contact your Client Services Representative via a MISO Help Center request.

Thank you

# Notification when Min. Threshold not Met Continued...



# Dashboard View for Denial

If the LBA, LSE or MISO Denied the enrollment, it will be available in the history.

The screenshot displays the 'Locational Enrollment Service' dashboard. At the top right, it says 'LocationalEnrollment MISOAdmin' and 'MISO'. The main table lists two enrollments:

Enrollment Name	Submitter	Type	Submitted Date	Start Date	End Date	Approved MW	Other MW	Other MW	Action
ASDFA		EDR	Jan 6, 2025	Jan 1, 2025	-	4.0	0.0	0	MISO REVIEW <input type="checkbox"/>
PR420TEST1		EDR	Dec 20, 2024	Jul 1, 2025	Dec 31, 2025	1.0	0.0	0	MISO REVIEW <input type="checkbox"/>

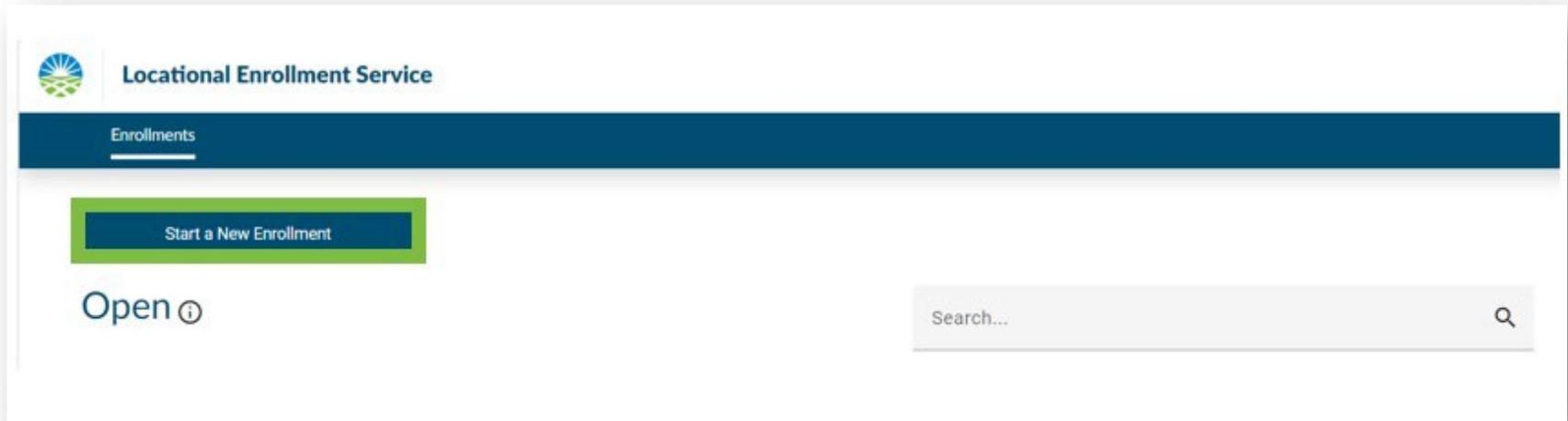
Below the table, there is a pagination control: 'Items per page: 5' and '1 - 5 of 23' with navigation arrows.

The 'History' section is below, featuring a search bar, a date range filter set to '1/9/2024 - 12/31/2026', and an 'Export All' button. The history table shows one entry:

Enrollment Name	Submitter	Type	Submitted Date	Start Date	End Date	Approved MW	Status	Action
DENY.TEST		EDR	Jan 9, 2025	Jan 1, 2025	-	0.0	DENIED	<input type="checkbox"/>

# Enrolling a Non-Aggregator of Retail Customer Resource

- Select **Start a New Enrollment**.



# General Information

- Enter **Enrollment Name**.
- Select radial button next to **Resource Type**.
- The toggle is defaulted to **Non-ARC**.
- Select **Next** or **Save Draft**.

**Locational Enrollment Service**

Enrollments

New Enrollment

- > **General**  
*Not Started*
- Details  
*Not Started*
- Dates  
*Not Started*
- Locations  
*Not Started*
- Review  
*Unavailable*

## General

Enrollment Name\* 0/15

Enrollment name must be unique, no more than 15 characters, and contain no special characters except for periods.

Resource Type

EDR

Aggregator of Retail Customer (ARC) Status

Are you submitting as an ARC?  
 No

Next Save Draft

# Details Information

- Use the drop-down to select **Load Zone Commercial Pricing Node**. Asset Owner and Local Balancing Authority will auto populate after selection.
- Use the drop-down to select **Curtailment Method**.
- Use the drop-down to select **Measurement & Verification**.
- Select **Next** or **Save Draft**.

Locational Enrollment Service

Enrollments

New Enrollment

General  
Completed

> **Details**  
In Progress

Dates  
Not Started

🔒 Locations  
Not Started

Contact  
Not Started

🔒 Review  
Unavailable

## Details

Please align your resource with the following Commercial Model and Settlement selections. Commercial Model values are derived from current, registered model relationships. For additional information, please review BPM-010 here.

Load Zone Commercial Pricing Node\* ▾

Asset Owner

Local Balancing Authority

Curtailment Method\* ▾

Measurement & Verification\* ▾

Next Save Draft

# Dates Information

- Enter **Start Date**.
- If you know when you would like the enrollment to end, toggle the **End Date slider** and enter the **End Date**.
- Select either **Submit** or **Save Draft**.

## New Enrollment

General  
Completed

Details  
In Progress

> **Dates**  
Completed

🔒 Locations  
Not Started

Contact  
Not Started

🔒 Review  
Unavailable

## Dates

The start date of an enrollment must be on the first of the month. An end date is not required for an enrollment. However, if you know when you would like this enrollment to end, use the toggle below to include the end date.

Start Date

Year\*  
2025

Day\*  
1

Month\*  
January

End Date

Next

Save Draft

# Location Information

- Enter **Location Name**.
- Use drop-down to select **Business Segment**.
- Enter **Load Reduction Amount**.
- Enter **Utility Account Number**.
- Enter **Utility Meter Number(s)**.
- Click **Save** or **Add Location**.

## New Enrollment

General  
Completed

Details  
Completed

Dates  
Completed

> **Locations**  
In Progress

Contact  
Not Started

Review  
Unavailable

## Locations

1	0.0	EDR	Jan 1, 2025	No End Date
TOTAL LOCATIONS	TOTAL MW	RESOURCE TYPE	START DATE	END DATE

Location Name\*

Country\*  
United States of America

Address\*

Suites, Apartment, or Building

City\*

State\*

ZIP Code\*

Business Segment\*

Load Reduction Amount\* MW

Utility Account Number\*

Utility Meter Number(s)\*

Save + Add Location Delete

EDR Enrollments Require a cumulative Load Reduction of at least 0.1 MW.

Next

Save Draft

# Location Continued...

- If you need add another location, you can.
- Select **Next** or **Save Draft**.

The screenshot displays the 'New Enrollment' interface. On the left is a sidebar with navigation options: 'General' (Completed), 'Details' (Completed), 'Dates' (Completed), '> Locations' (Completed), 'Contact' (In Progress), and a locked 'Review' (Unavailable) option. The main content area is titled 'Locations' and features a table with the following data:

TOTAL LOCATIONS	TOTAL MW	RESOURCE TYPE	START DATE
1	0.9	EDR	Jan 1, 2025

Below the table is a section for 'Location Name' with a dropdown menu showing 'Test IN' and '1 of 1' items. At the bottom of this section are two buttons: '+ Add Location' and '+ Upload Locations'. At the very bottom of the interface are two buttons: 'Next' (highlighted in blue) and 'Save Draft' (disabled).

# Contact Information

New Enrollment

General  
Completed

Details  
In Progress

Dates  
Completed

🔒 Locations  
Not Started

> **Contact**  
In Progress

🔒 Review  
Unavailable

## Contact

Please input the required 24-hour contact information.

Business Area Owner  Support Center

First Name\*

Last Name\*

Email Address\*

Phone Number\*

Next Save Draft

- Enter **First Name**.
- Enter **Last Name**.
- Enter **Email Address**.
- Enter **Phone Number**.
- Enter **Next** or **Save Draft**.

# Enrollment Review

- Review information for accuracy and select either **Submit** or **Save Draft**.

## Review

Please review your data to ensure accuracy before submitting your enrollment.

Enrollment Name: TESTFL1				24 Hour Contact			
Enrollment Type	EDR - Emergency Demand Response	LSE	ALTM	LZ CP Node	Name	S V	
Start Date	01/01/2025	LBA	NSP	Total MW	Email	s@v.com	
End Date	No End Date	AO	AIPL	Curtailment Method	Load Reduction	Phone	1233212211
ARC	N/A	RERRA	N/A	Measurement & Verification	10 in 10		

Location Name	Address	MW
▼ TEST1IN	720 City Center Dr, Carmel, IN, 46032, US	1.1 MW

1 of 1

Items per page: 15 1 - 1 of 1

I acknowledge I have reviewed and submitted the relevant Docusign form(s) for this enrollment located here.

**Submit** **Save Draft**

# Enrollment Submission

## Submit Enrollment?

Your Enrollment will be submitted to MISO for review. Please ensure all necessary documents are on file prior to clicking Submit.

**Submit**

[Cancel](#)

# Notification of Enrollment Submission to the Submitter

**From:** [MISO@nonprodnotifications.misoenergy.org](mailto:MISO@nonprodnotifications.misoenergy.org) <[MISO@nonprodnotifications.misoenergy.org](mailto:MISO@nonprodnotifications.misoenergy.org)>  
**Sent:** Tuesday, January 14, 2025 9:58:15 AM (UTC-05:00) Eastern Time (US & Canada)  
**To:** [no-reply@nonprodnotifications.misoenergy.org](mailto:no-reply@nonprodnotifications.misoenergy.org) <[no-reply@nonprodnotifications.misoenergy.org](mailto:no-reply@nonprodnotifications.misoenergy.org)>  
**Subject:** [EXT]Enrollment Submitted - test

**Warning!** This email originated from outside the organization and caution should be used when clicking on links/attachments. If you suspect this email is malicious, use the 'Phish Alert' button.

Hello,

An EDR Enrollment has been submitted for [REDACTED] and is now under review. You can view the status of this enrollment by accessing your Locational Enrollment Dashboard via the MISO Market Portal at <https://markets.midwestiso.org/marketportal/>.

Thank you-

# Notification of Enrollment Confirmation to the Submitter

**From:** [MISO@nonprodnotifications.misoenergy.org](mailto:MISO@nonprodnotifications.misoenergy.org) <[MISO@nonprodnotifications.misoenergy.org](mailto:MISO@nonprodnotifications.misoenergy.org)>  
**Sent:** Tuesday, January 14, 2025 10:00:55 AM (UTC-05:00) Eastern Time (US & Canada)  
**To:** [no-reply@nonprodnotifications.misoenergy.org](mailto:no-reply@nonprodnotifications.misoenergy.org) <[no-reply@nonprodnotifications.misoenergy.org](mailto:no-reply@nonprodnotifications.misoenergy.org)>  
**Subject:** [EXT]Enrollment Approved - test

**Warning!** This email originated from outside the organization and caution should be used when clicking on links/attachments. If you suspect this email is malicious, use the 'Phish Alert' button.

Hello,

The EDR enrollment ARC.SUBMIT from [REDACTED] has been approved. This EDR enrollment consists of the following:

Local Balancing Authority: [REDACTED]  
Load Serving Entity: [REDACTED]  
CPNode: [REDACTED]  
Approved Start Date: 2025-03-01  
End Date: N/A  
Total MW: 1.0

Thank you-

# Submitter Page after Submission

INDYTST7

This enrollment is currently being reviewed by MISO for completeness prior to starting the 10 business day approval window.

Export  
Withdraw

<b>Enrollment Details</b>		<b>ARC</b>		<b>Total MW</b>		<b>24 Hour Contact</b>	
Enrollment Type	EDR	LSE		Approved MW	7.0	Name	Erik Z
Start Date	1/1/2026	LBA		Curtailment	0.0	Email	m@m.com
End Date	N/A	AO		Measurement & Verification	Load Reduction	Phone	6025055555
LZ CP Node		RERRA	Comm...		Firm Service Level		

Search... 

[Expand All](#)

Location Name	Address	MW
Location1	123 Main St, Beedeville, AR 72014, US	7.0 MW

# Dashboard View for Denial

If the LBA, LSE or MISO Denied the enrollment, it will be available in the history.

The screenshot displays the 'Locational Enrollment Service' dashboard. At the top right, it shows 'LocationalEnrollment MISOAdmin' and 'MISO'. The main table lists two enrollments:

Enrollment Name	Submitter	Type	Submitted Date	Start Date	End Date	Approved MW	Other MW	Other MW	Action
ASDFA		EDR	Jan 6, 2025	Jan 1, 2025	-	4.0	0.0	0	MISO REVIEW <input type="checkbox"/>
PR420TEST1		EDR	Dec 20, 2024	Jul 1, 2025	Dec 31, 2025	1.0	0.0	0	MISO REVIEW <input type="checkbox"/>

Below the table, there is a pagination control showing 'Items per page: 5' and '1 - 5 of 23'.

The 'History' section is located below the main table. It includes a search bar, a date range filter set to '1/9/2024 - 12/31/2026', and an 'Export All' button. The history table shows one entry:

Enrollment Name	Submitter	Type	Submitted Date	Start Date	End Date	Approved MW	Status	Action
DENY.TEST		EDR	Jan 9, 2025	Jan 1, 2025	-	0.0	DENIED	<input type="checkbox"/>

# Additional Functionality

- Uploading multiple locations
- Withdrawing a resource
- Copy a resource
- Exporting enrollments

# Uploading Multiple Locations

The following table provides the available variables that can be used to fill in the template.

- Select **Upload Locations**.
- Select **Download File Template**.

NOTE: Meter Numbers must be separated by commas.

- Select **Browse Files** to pick the .csv file.
- Select **Upload**.

## Upload Locations

Use the provided template to fill in all required fields for each location. Address Line 2 is optional and Meter Numbers must be separated by commas.

Download File Template

Drag + Drop file here or Browse Files

Upload

Cancel



Download File Template:

BulkUploadTemplate.zip

# Bulk Upload Template

The screenshot displays the Microsoft Excel interface for a workbook titled "BulkUploadTemplate - Read-Only". The ribbon is set to the "Home" tab, showing various toolbars for Clipboard, Font, Alignment, Number, Styles, Cells, Editing, and Add-ins. A yellow warning banner at the top of the spreadsheet area reads: "POSSIBLE DATA LOSS Some features might be lost if you save this workbook in the comma-delimited (.csv) format. To preserve these features, save it in an Excel file format." Below the banner, the spreadsheet grid is visible, with the active cell A1 containing the text "Name". The first row of the spreadsheet is defined by the following column headers:

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	Name	Address_Line_1	Address_Line_2	City	State_or_Province	Postal_Code	Country	Business_Segment	Load_Reduction_Amount_MW	Utility_Account_Number	Utility_Meter_Numbers				
2															
3															
4															
5															
6															
7															
8															
9															
10															
11															

# Withdraw a Resource

- Once you select the Resource, you will see the option to withdraw on the right side of the screen.
- Select **Withdraw**.



## Withdraw Enrollment?

This enrollment will be withdrawn and all associated tasks will be closed.

**Withdraw Enrollment**

Cancel

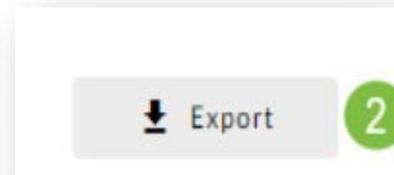
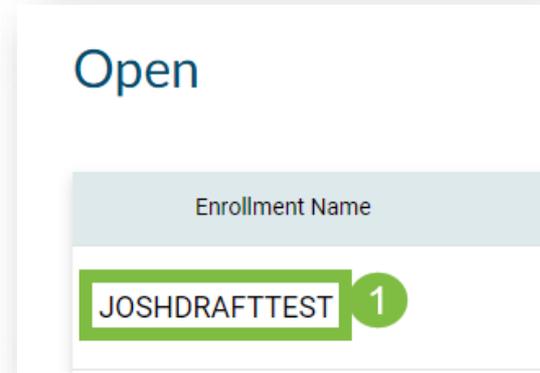
# Copy an Enrollment

- Select the **Copy Enrollment icon** next to the enrollment name.

JOSHDEMO44 

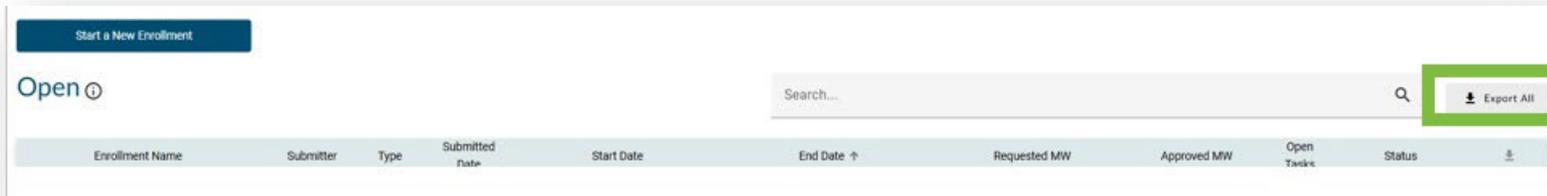
# Export an Enrollment

- Select the **Name** of the enrollment you would like to export.
- Click the **Export** button.



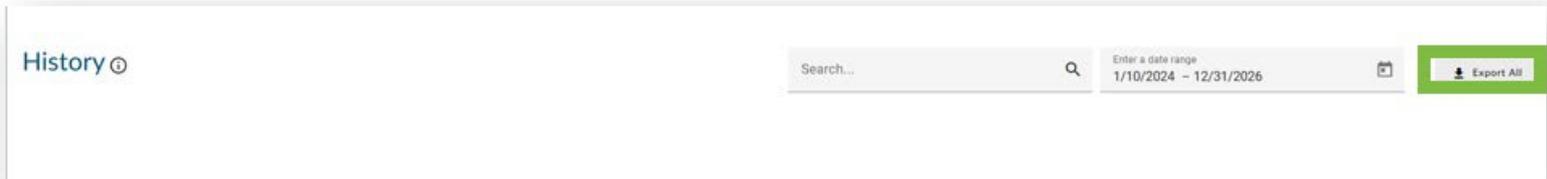
# Export All Open Enrollments

- From the home screen on the right side select **Export All**.



The screenshot shows the 'Open' enrollment management interface. At the top left is a 'Start a New Enrollment' button. Below it is the 'Open' section header. A search bar is present with a magnifying glass icon. On the right side of the search bar, there is a green-bordered button with a download icon and the text 'Export All'. Below the search bar is a table header with the following columns: Enrollment Name, Submitter, Type, Submitted Date, Start Date, End Date (with an upward arrow), Requested MW, Approved MW, Open Tasks, Status, and a download icon.

Exporting All Historical Enrollments: From the home screen on the right-side select **Export All**.



The screenshot shows the 'History' enrollment management interface. At the top left is the 'History' section header. A search bar is present with a magnifying glass icon. To the right of the search bar is a date range selector with the text 'Enter a date range' and '1/10/2024 - 12/31/2026'. On the right side of the date range selector, there is a green-bordered button with a download icon and the text 'Export All'.

# Provide Feedback



Are you reporting an issue or a suggestion for improvement?

Locational Enrollment Service issue

Locational Enrollment Service improvement suggestion

**Provide Feedback**

If you would like someone to follow up with you, please enter your information below:

If you would like someone to follow up with you, please enter your information below:

Name

Email Address

Organization

**Submit**

Powered by Qualtrics 

**Provide Feedback**

# Resources



- [Locational Enrollment Services User Guide](#)
- If you have any questions or issues regarding the Locational Enrollment Services Tool submit a case in the [MISO Help Center](#).



Questions?