



# Hedge Disclosure System User Guide

## for Bulk Upload File Formats

Version 2.4

Last modified: 11<sup>th</sup> October 2024

### Revision history

Version	Date amended	Comments
1.0	29/01/2021	Reformatted document
2.0	06/08/2024	New file layouts for new Hedge Disclosure obligations coming into effect on 30 <sup>th</sup> Oct 2024
2.1	21/08/2004	Correction to field format of contract_type (max 5 not max 4)
2.2	18/09/2024	Added extra categories for day_type in the price schedule file and added some file upload guidelines.
2.3	08/10/2024	Added N/A value for option_subtype
2.4	11/10/2024	Added N/A value for option_type

## Introduction

The Hedge Disclosure System provides participants with mechanisms to submit details of their hedge contracts as required under subpart 5 of part 13 of the Electricity Industry Participation Code. Contract details may be entered via an on-screen form or submitted as file uploads in csv form using the file formats set out in this user guide.

The Hedge Disclosure System can be accessed through the following site:  
<https://www.electricitycontract.co.nz/>

**Do you have questions about the Hedge Disclosure System access?**  
Send us an email and we'll get in touch with you: [wits@nzx.com](mailto:wits@nzx.com)

# File Upload Guidelines

- The submission of hedge contract details via file upload requires at least two files to be uploaded: a Hedge (master) file, and one or more Price Schedule (detail) files. The file formats are described below.
- For a given contract, the master file should be uploaded before any detail files.
- Price schedule details may be split across multiple files if desired, i.e. a subsequent price schedule file for a given contract will be considered an additional file rather than a replacement file.
- If necessary, a file can be deleted from the system by clicking the delete icon for the file in the Contract Upload page.
- Both master and detail file types may contain data for multiple contracts.
- The order of the price schedule records within the detail file does not matter.
- Every file that is successfully uploaded (i.e. contains no format or data validation errors) will result in a confirmation email being sent to the party email address(es) specified in the Hedge master file.
- Files that contain any format or data validation errors will be rejected. An email will be sent to the email address of the user account that performed the upload.

# Bulk Upload File Format – Hedge (master) file

The file needs to have a header record and should be in .CSV format. NB: a bulk upload template is available to be downloaded online.

**Notes: All fields are mandatory for FPVV, FPFV, OPT and CFD contract types unless otherwise specified.**

Header record field name	Format	Example	Notes
id	Integer	10012	<p><b>New contract:</b> Field should be left empty.</p> <p><b>Existing contract:</b> If the contract has already been uploaded and this record is updating it, then the field should contain the Id of the contract (from the system)</p>
contract_id	Char (max. 30)		<p>This should be your party's own unique identifier for the contract and will be used by the system to link the hedge master record to detail records in the price schedules file</p> <p><i>Case sensitive</i></p>
contract_type	Char (max. 5)	Cfd	<p><b>CFD</b> - for contract for differences</p> <p><b>FPFV</b> – fixed-price fixed volume</p> <p><b>FPVV</b> – for fixed-price variable volume</p> <p><b>OPT</b> – for option</p> <p><b>NOVEL</b> – for other contract types</p> <p><i>Not case sensitive</i></p>
party_code	Char (4)	ACME	<p>Your Electricity Industry Participant code.</p> <p><i>Not case sensitive</i></p>

Header record field name	Format	Example	Notes
party_email_address	Char (max. 255)	"jbloggs@gmail.com, asmith@gmail.com"	Email address(s) used to send confirmation. For multiple email addresses, separate with a comma, semicolon, or space. If separated by a comma then enclose the field in double quotation marks.
party_role	Char (max. 6)	Seller	<b>Buyer or Seller</b> <i>Not case sensitive</i>
party_external_reference	Char (max. 30)		Optional identifier or reference for the contract within your party's own system  (Not used by the hedge system other than for display purposes)
other_party_legal_name	Char (max. 255)	Contact Energy Ltd	<i>Not case sensitive</i>
other_party_is_participant	Char (1)	y	<b>Y or N</b> If Y is specified, other_party_legal_name value must match a participant name within the Hedge Disclosure system  <i>Not case sensitive</i>
other_party_email_address	Char (max. 255)	"jbloggs@gmail.com, asmith@gmail.com"	As for party_email_address

Header record field name	Format	Example	Notes
other_party_external_reference	Char (max. 30)		Identifier or reference for the contract within other party's own system  (Not used by the hedge system other than for display purposes)  Optional
trade_date	dd/mm/yyyy	18/10/2024	dd/mm/yyyy
effective_date	dd/mm/yyyy	01/11/2024	dd/mm/yyyy  Optional for Novel
end_date	dd/mm/yyyy	31/10/2025	dd/mm/yyyy  Optional for Novel
quantity	Number (3dp)	456.789	Total contract quantity in MWh  Optional for Novel
energy_type	Char (1)	G	<b>C</b> – contract relates to the consumption of electricity <b>G</b> – contract relates to the generation of electricity  Optional for Novel <i>Not case sensitive</i>
adjustment_clause	Char (1)	n	<b>Y or N</b>  Optional for Novel <i>Not case sensitive</i>
force_majeure_clause	Char (1)	y	As for adjustment_clause

Header record field name	Format	Example	Notes
suspension_clause	Char (1)	y	As for adjustment_clause
special_credit_clause	Char (1)	n	As for adjustment_clause
other_clauses	Char (1)	y	As for adjustment_clause
isda_schedule_used	Char (1)	n	As for adjustment_clause
option_type	Char (3)	C	<b>C</b> – Call option <b>P</b> – Put option <b>N/A</b> - Not Applicable Mandatory for Options contracts, otherwise leave blank. <i>Not case sensitive</i>
option_buyless	Char (1)	Y	<b>Y or N</b> Leave blank if contract is not a Call Options contract, or buy less option is not applicable <i>Not case sensitive</i>
option_subtype	Char (3)	C	<b>C</b> – Cap <b>F</b> – Floor <b>N/A</b> - Not Applicable Mandatory for Options contracts, otherwise leave blank <i>Not case sensitive</i>

Header record field name	Format	Example	Notes
option_variation	Char (3)	AM	<b>AM</b> – American <b>AS</b> – Asian <b>N/A</b> – Not Applicable Mandatory for Options contracts, otherwise leave blank <i>Not case sensitive</i>
premium	Number (2dp)	123.45	(\$) Mandatory for Options contracts, otherwise leave blank
index_price	Char (1)	Y	<b>Y or N</b> Optional for Novel <i>Not case sensitive</i>
index_price_formula	Char (max. 1000)		Formula of index price Optional free-text field
other_information	Char (max. 4000)		Any other information that the submitter wishes to disclose Optional free-text field

## Bulk Upload File Format – Price Schedule (detail) file

The file needs to have a header record and should be in .CSV format. NB: a bulk upload template is available to be downloaded online.

NB: This file should be uploaded AFTER the Hedge (master) file described above.

**Notes: All fields are mandatory unless otherwise specified.**

Header record field name	Format	Example	Notes
contract_id	Char (max. 30)		This is your party's own unique identifier for the contract and will be used by the system to link price schedule records to a record in the master hedge file <i>Case sensitive</i>
start_date	dd/mm/yyyy	12/08/2024	The start date of the price schedule record
end_date	dd/mm/yyyy	12/08/2024	The end date of the price schedule record If left blank, will default to start_date
start_period	Number (2)	10	The start period for each date within the date range 1-50 (unless the record is for a <u>specific</u> date in which case 46 will be the max allowed on daylight savings start dates, 50 on daylight savings end dates, and 48 for all other dates)



Header record field name	Format	Example	Notes
end_period	Number (2)	30	<p>The end period for each date within the date range</p> <p>1-50 (unless the record is for a <u>specific</u> date in which case 46 will be the max allowed on daylight savings start dates, 50 on daylight savings end dates, and 48 for all other dates)</p> <p>If left blank, will default to start_period</p>
day_type	Char (max. 3)	ALL	<p><b>All</b> – the price schedule record applies to all days within the date range</p> <p><b>BD</b> – the price schedule record applies to business days only within the date range</p> <p><b>NBD</b> – the price schedule record applies to non-business days only within the date range</p> <p><b>PH</b> – the price schedule record applies to public holidays only within the date range</p> <p><b>NPH</b> – the price schedule record applies to all days within the date range that are not public holidays</p> <p><b>WD</b> – the price schedule record applies to all weekdays within the date range (including public holidays on a weekday)</p> <p><b>WE</b> – the price schedule record applies to all weekend days within the date range (including public holidays on a weekend day)</p> <p><i>Not case sensitive</i></p>

Header record field name	Format	Example	Notes
node	Char (max. 8)	HAY2201	The grid point to which the record applies <i>Not case sensitive</i>
volume	Number (3dp)	123.456	Quantity for each trading period in MWh
price	Number (2dp)	100.23	Price for each trading period (\$/MWh)
fuel_type	Char (max. 8)	Coal	<p><b>BESS</b> – Battery Storage</p> <p><b>BIOMASS</b> - Biomass</p> <p><b>COAL</b> - Coal</p> <p><b>DIESEL</b> - Diesel</p> <p><b>GAS</b> - Gas</p> <p><b>GEO THERM</b> - Geothermal</p> <p><b>HYDRO</b> - Hydro</p> <p><b>OFFWIND</b> - Offshore Wind</p> <p><b>ONWIND</b> - Onshore Wind</p> <p><b>OTHER</b> - Other</p> <p><b>SOLAR</b> – Solar</p> <p><b>N/A</b> – Not Applicable</p> <p>NB: may be left blank as long as there is one record in the file with a fuel_type value for the given contract and node</p> <p><i>Not case sensitive</i></p>

Header record field name	Format	Example	Notes
is_poc	Char (1)	Y	<p><b>Y</b> - if the price is referenced to a point of connection on the grid</p> <p><b>N</b> - if the price is not referenced to a point of connection on the grid</p> <p>NB: may be left blank as long as there is one record in the file with an is_poc value for the given contract and node</p> <p><i>Not case sensitive</i></p>