Frequently Asked Questions (FAQs)
Scheduling Coordinator Self-Audit of Settlement Quality Meter Data

Why must the Scheduling Coordinator (SC) Self-Audit be completed?
Per the Tariff section 10.3.10.1, each Scheduling Coordinator must annually conduct audits/tests of the metering facilities of the SC metered entities that it represents and the meter data provided to the SCs to ensure compliance with relevant Local Regulatory Authorities. The report submitted to the CAISO is evidence that the SC is meeting the Tariff requirement.

Which SCs are subject to the SC Self-Audit?
Scheduling Coordinators who submit settlement quality meter data in accordance with the CAISO Settlements calendar are SCs who are representing SC metered entities and are therefore subject to the audit.

Can the audit be done in-house or is a 3rd party auditor required?
Either is acceptable, however, any person(s) conducting the audit MUST be independent of the meter data processing and must be familiar with auditing practices. The CAISO does not impose any standards or requirements around the auditor; however industry standards should apply.

Does the ISO provide a listing of possible Third-Party auditors for hire?
The ISO does not currently maintain a list of auditing firms. SCs should practice their own due diligence when selecting a firm.

What if I only submitted meter data for a month during the audit period, am I still subject to submitting a report?
Yes, whether you have submitted meter data for 1 or all 365 days of the audit period, you must submit a SC self-audit report. We suggest that you provide the date range for which you were submitting meter data in your report.

Where can I see a general overview of the SC Self-Audit process and timeline?
Click here to access the diagram found on the Metering and Telemetry page of the CAISO website. Here are some changes that apply to the SC Self-Audit report beginning in 2014 and moving forward:
  • Electronically submit reports to the new mailbox msqc@caiso.com
  • Electronic signatures are now acceptable

What should the audit report contain?
All requirements around executing and submitting the audit report including the report content are specified here in the Schedule Coordinator Self-Audit Requirements document. The requirements document is found on the Metering and Telemetry page of the CAISO website.
Can I request an extension for submitting the audit report?
Requests for deadline extensions due to extenuating circumstances can be submitted and are due 30 days prior to the October deadline. 15-day and 30-day extensions are available. Rules of Conduct penalties for a late report submittal will apply to the new deadline. To request an extension, the SC must submit an email to msqc@caiso.com stating the reasons for the extension and request either the 15-day or 30-day duration. The ISO will review the request for reasonableness and either accept or deny the request in writing within 5 business days.

Is it okay for the SC management to simply sign the audit report to indicate that tariff requirements have been met?
No, a signed assertion/attestation must be created and signed directly by management of the SC stating that tariff requirements have been met. Signed assertions from an outside party who either audited and/or created the report will not be accepted as fulfilling the Management Assertion portion of the report. It is the responsibility of the SC to create and sign the final assertion/attestation to state that the process surrounding the Settlement Quality Meter Data meets all Local Regulatory Authority requirements.