

# System of Assurance of Net Metering Eligibility

JANUARY 24, 2013

## SECURITY / PRIVACY POLICY

The System of Assurance of Net Metering Eligibility is an online system used to apply for a Cap Allocation to receive Net Metering Services in Massachusetts. The system was developed and administered following the rules detailed in the Massachusetts Department of Public Utilities' Order D.P.U. 11-11 A, Appendix A (October 25, 2012), *System of Assurance of Net Metering Eligibility*. The Cadmus Group, Inc. (Administrator) was selected to develop and administer the system as documented in Order D.P.U. 11-11 D, October 25, 2012. *Order on Proposed Candidate for the Administrator of the System of Assurance of Net Metering Eligibility*. The Administrator can be contacted at:

The Cadmus Group, Inc.  
100 5th Avenue, Suite 100  
Waltham, MA 02451  
Voice: (617) 673-7000  
Fax: (617) 673-7001

This site uses a secure server for conducting online services. Some information that you submit through this Web site is protected by encryption technology, some is not.

Personal information on this site is secured and only those employees who review Applications for Cap Allocations, assist users of the system, monitor the status of the computers, or perform routine maintenance are allowed access.

Credit card transactions are performed at a linked site, Authorize.Net. The Administrator does not see nor maintain credit card information. For a copy of Authorize.Net's privacy policy go to <http://www.authorize.net/company/privacy/>.

## INFORMATION COLLECTION AND USE

The Administrator will not sell, share, or rent the information collected to others in ways different from what is disclosed in this statement.

## LINKS

This web site contains links to other sites. Please be aware that the Administrator is not responsible for the privacy practices of such other sites. We encourage our users to be aware when they leave our site and to read the privacy statements of each and every web site that collects personally identifiable information. This privacy statement applies solely to information collected by the Administrator for the System of Assurance for Net Metering Eligibility.

## NOTIFICATION OF CHANGES

The Administrator will use information in accordance with the privacy policy under which the information was collected. If the Administrator decides to change its privacy policy, it will post those changes on its Homepage so users are always aware of what information is collected, how it is used, and under circumstances, if any, it is disclosed.

## USE OF COOKIES

The Administrator does not use cookies to collect information. (Note: A cookie file contains unique information a Web site can use to track such things as passwords, lists of pages you've visited, and the date when you last looked at a specific page, or to identify your session at a particular Web site. A cookie is often used in commercial sites to identify the items selected for a specific shopping cart application.)

## DISCLOSURE TO THIRD PARTIES

Disclosure of any information we receive is governed by regulations set forth by the Massachusetts Department of Public Utilities D.P.U. 11-11 A (October 25, 2012), *System of Assurance of Net Metering Eligibility*, at Appendix A, 9. (A) Information Disclosure..

Unless the Host Customer requests and demonstrates that protective treatment is warranted, the Administrator shall make available on a publicly accessible website an Application for a Cap Allocation and all supporting documentation submitted by a

Host Customer except for: (1) an executed Interconnection Service Agreement; and (2) a demonstration of adequate site control. If any documents related to either of the exceptions are otherwise publicly available, the Host Customer must notify the Administrator, and the Administrator shall make such documents available on the publicly accessible website.

#### **REFUND / CANCELLATION POLICY**

There is no charge to sign up for an account and use the system. Per DPU Order 11-11-D, payment of a non-refundable \$100 fee is required before submitting an Application for Cap Allocation (ACA). ACAs submitted without payment will be deemed incomplete. Once an ACA is deemed complete, the applicant has fifteen business days to pay the nonrefundable reservation fee of \$3.15 per kW of cap allocation reserved.

#### **WAIVER / RELEASE/EXCULPATORY CLAUSE FOR USERS OF THE SYSTEM OF ASSURANCE**

In consideration for the use of the System of Assurance of Net Metering Eligibility ("System of Assurance"), established pursuant to G.L. c. 164, § 139(g), the USER HEREBY WAIVES ANY and ALL CLAIMS against the Administrator, the Massachusetts Department of Utilities ("Department"), or the Distribution Companies, including Fitchburg Gas & Electric Company, d/b/a Unitil, NSTAR Electric Company, Massachusetts Electric Company and Nantucket Electric Company d/b/a National Grid, and Western Massachusetts Electric Company (together, the "Distribution Companies"), as well as any of their agents, arising out of or in connection with the System of Assurance. This waiver includes damages incurred by the User for expenses, or loss of income, financing or use arising from the handling, processing, denial, selection or approval of information or of applications associated with the System of Assurance by the Administrator, by the Department, or by the Distribution Companies. As set forth in Department of Public Utilities Order D.P.U. 11-11-A, Appendix A, Section 10 (October 25, 2012), the User agrees that the Department shall have exclusive jurisdiction for any complaint or dispute arising out of the Administrator's or Distribution Companies' conduct. Further, the User understands and agrees that the User is solely responsible for the accuracy, completeness and sufficiency of information and of applications. The User also understands and agrees that the Administrator's processing of information and of applications is not a review or determination of the safety, suitability or quality of any equipment, installation or interconnection.