

# How to Share Your Data with Energy Solutions, Implementers of the PG&E ADR Program

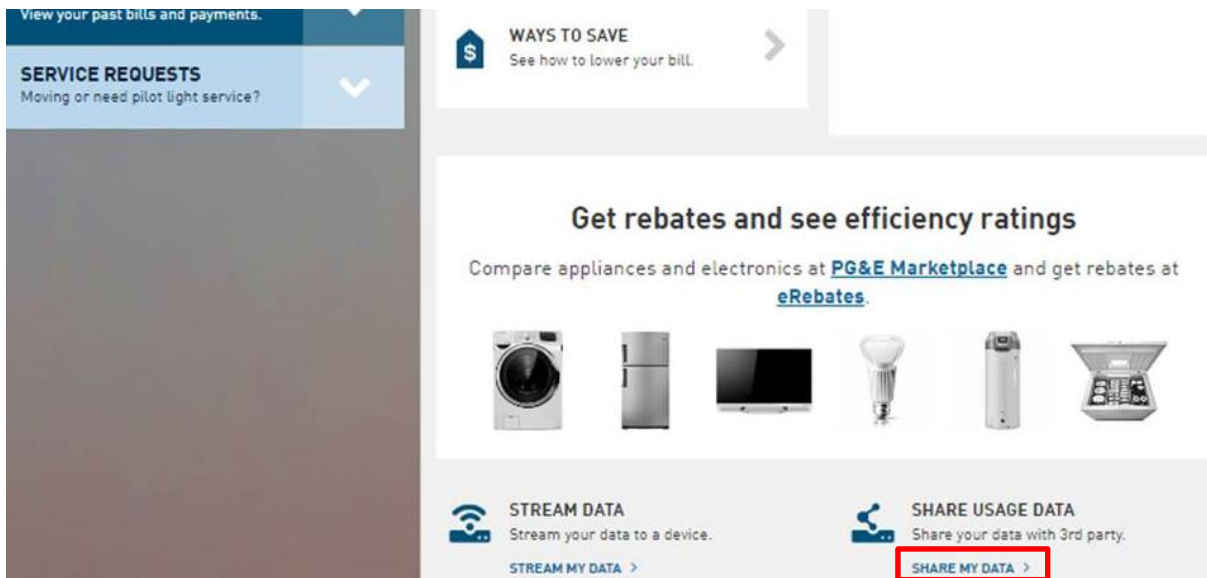
The Share My Data tool, offered by PG&E, allows customers to authorize certain registered companies to access and use their PG&E energy usage data. For the [PG&E ADR Program](#) to calculate potential ADR incentives and provide DR event performance reports, you will need to share your data using the [Share My Data](#) tool. The following instructions describe how to use this tool to share your data securely.

## Get to Share My Data

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1. Go to [www.pge.com](http://www.pge.com) and log in using your username and password to get to your account dashboard.

2. From the My Energy Account Dashboard you can access Share My Data by clicking the **Share My Data** link in the **Share Usage Data** section at the bottom of the page.



After selecting Share My Data, the link will take you to the welcome screen for Share My Data, where you can start to customize the details of what data you want to share.

3. Under the “Add New Authorization” section, type “**Energy Solutions**” into the text box or scroll down to “Energy Solutions” in the drop down menu of companies. \*Select carefully as many companies have similar names. You are looking for “Energy Solutions” and NOT “Your Energy Solutions”, “Energia Solutions”, or “Energy Solutions LLC.”



## Welcome

Here you can authorize a company access to your data.

**Please note:** PG&E has not conducted security reviews on the companies listed. Please be sure to read the designated company's Terms & Conditions prior to authorizing access to your data.

## Add New Authorization

Select Company:  ?

- Energia Solutions, LLC
- Energy Connect, Inc.
- Energy Hippo
- Energy Solutions**
- EnergyAi
- Energyworx
- Ennalta LLC

Next

Once you have selected “Energy Solutions”, you’ll be taken to the Authorize Access screen to select what account details to share.

Note: This allows Energy Solutions to link your service account ID to your energy usage data. We do not have the ability to edit your billing information.

# Authorize Access

4) Quick Authorization - If you would like to quickly and easily release all of your basic, billing, account, and usage information, utilize our **Quick Authorization** feature in the top right of your screen (shown below). Click **Continue** (highlighted in the red box). You can always revoke authorization at any time.

Note: You may also manually select your data sharing options to select particular Service IDs. If you select manually: select boxes Basic, Billing, Usage and Account information, and share "Indefinitely" so that the ADR Program can analyze and report to you on your DR Participation throughout the 3-year participation period. (underlined in blue.)

**PG&E** Share My Data powered by Green Button Connect My Data

Step 1: Authorize Access Step 2: Confirm Authorization

## Authorize Energy Solutions to Access Your Data

**Customer Information**

Customer Name:  
My Energy User Name:  
Customer Email:

**Quick Authorization ?**  
Share information for all accounts, review and submit. Continue

**Select Shared Information ?**

Energy Solutions is requesting to access the following:

- Select All
- Basic information  
Includes name and service address
- Billing information  
Includes billing records, billing history, billing and meter read dates, rate schedule, and voltage class
- Account information  
Includes account number(s), service agreement number(s), and service start date.
- Usage information  
Includes Electric and/or Gas usage data used for bill calculations, interval usage, and interval time-of-use indicators

**Select Service IDs ?**  
Use the blue triangle to expand an account and see all Service IDs. To authorize a new Service ID, simply check the box next to it. Note: Most recent Service IDs may not be reflected. Please allow up to 24 hours for updated Service IDs to be displayed. Filter

Select All Service IDs for All Accounts

Doe, John - Account #: 1234356 Account UUID: \_\_\_\_\_

**Set Date Range**

Please select how long you authorize the company ongoing access to your daily usage data.  
Note: The company will automatically have access to up to 24 months of historical data prior to today's date.

Ongoing Usage Access Until:  Indefinitely  08/25/2016

Cancel Next

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5) On the following page, review your selected options and **check the box** to indicate that you have reviewed the **Authorization Agreement** and click **Submit** to complete the first part (1 of 2) of the authorization process.



Step 1 : Authorize Access Step 2: Confirm Authorization

## Authorize Energy Solutions - Review & Submit

Review your information below, and make any necessary edits. Once you agree to PG&E's Terms & Conditions and submit your request, we'll authorize access to your data. You may change your authorization at any time by logging into My Energy.

### Customer Information

Customer Name:  
My Energy User Name:  
Customer Email:

### Authorized Shared Information

You are allowing **Energy Solutions** to access the following:

#### Basic information

Includes name and service address

#### Billing information

Includes billing records, billing history, billing and meter read dates, rate schedule, and voltage class

#### Account information

Includes account number(s), service agreement number(s), and service start date.

#### Usage information

Includes Electric and/or Gas usage data used for bill calculations, interval usage, and interval time-of-use indicators

### Authorized Service IDs

- Account #: Account UUID:

### Authorized Date Range

Historical Usage Access: Last 24 months Ongoing Usage Access Until: Indefinitely

### Share My Data Authorization and Agreement

\*Indicates required field

**Note: This is a legally-binding agreement. Please read carefully.**

The purpose of this form is to allow you to exercise your right to choose whether to disclose your personal electricity and gas usage data, basic customer information, billing information and monthly billing dates, and account information to a third party. Once you authorize a third party to access your personal information, you are responsible for ensuring that the third party safeguards the personal information from further disclosure without your consent. By checking the box below, you agree that you have read, understood and authorize PG&E to release the requested information on your account(s) to the designated Third Party, and you hereby release, hold harmless and indemnify PG&E from any liability, claims, demands, causes of action, damages or expenses resulting from:

1. Any release of information to your designated Third Party pursuant to this Authorization and Agreement
2. The unauthorized use of this information by the designated Third Party
3. Any actions taken by the Third Party pursuant to this Authorization and Agreement

You also understand that you may cancel this authorization at any time by returning to My Energy. Finally, you consent to receive transactional emails regarding this authorization.

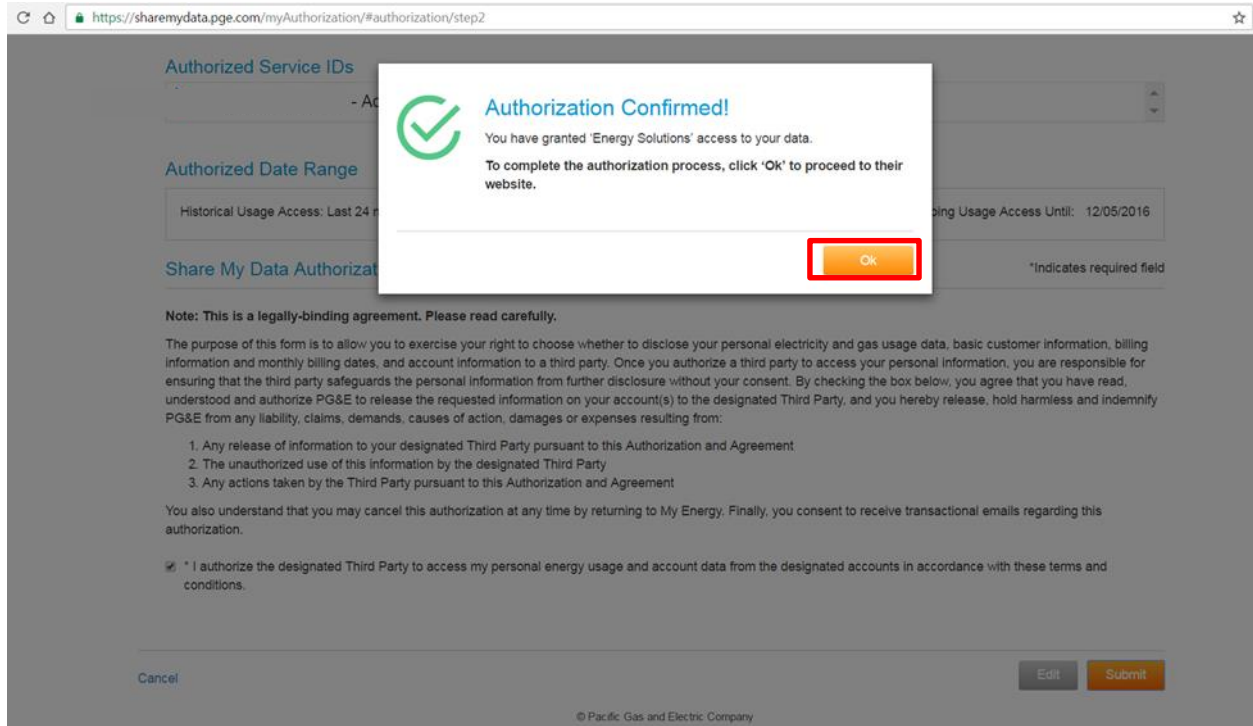
I authorize the designated Third Party to access my personal energy usage and account data from the designated accounts in accordance with these terms and conditions.

Cancel

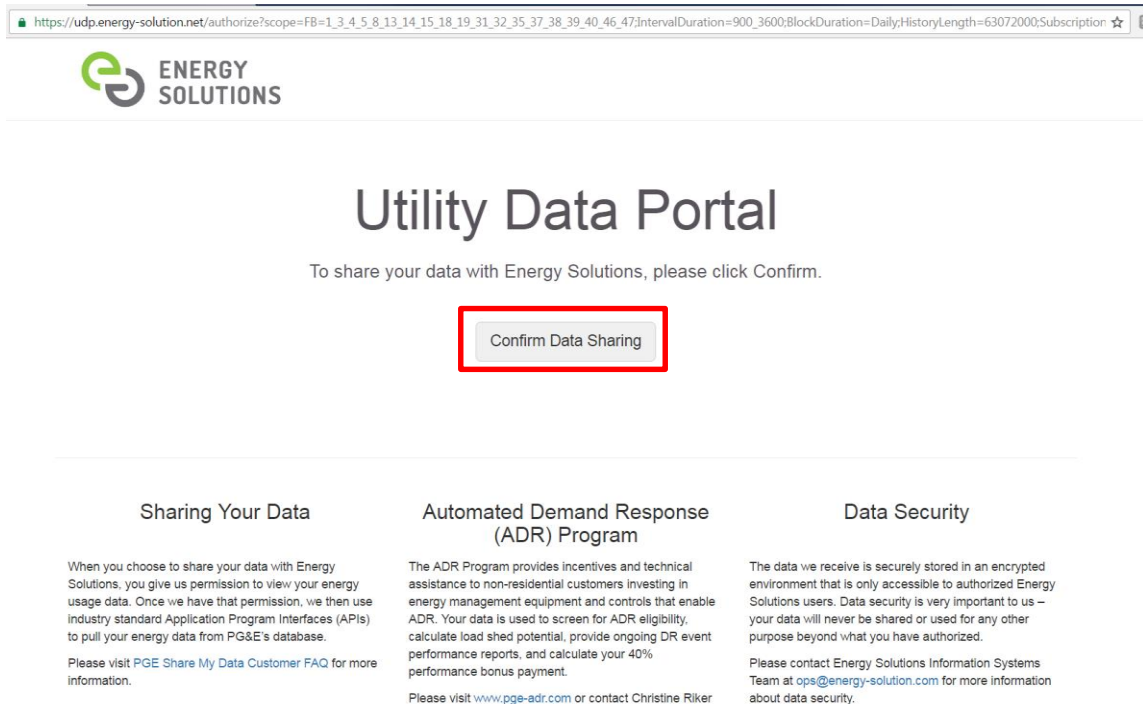
Edit

Submit

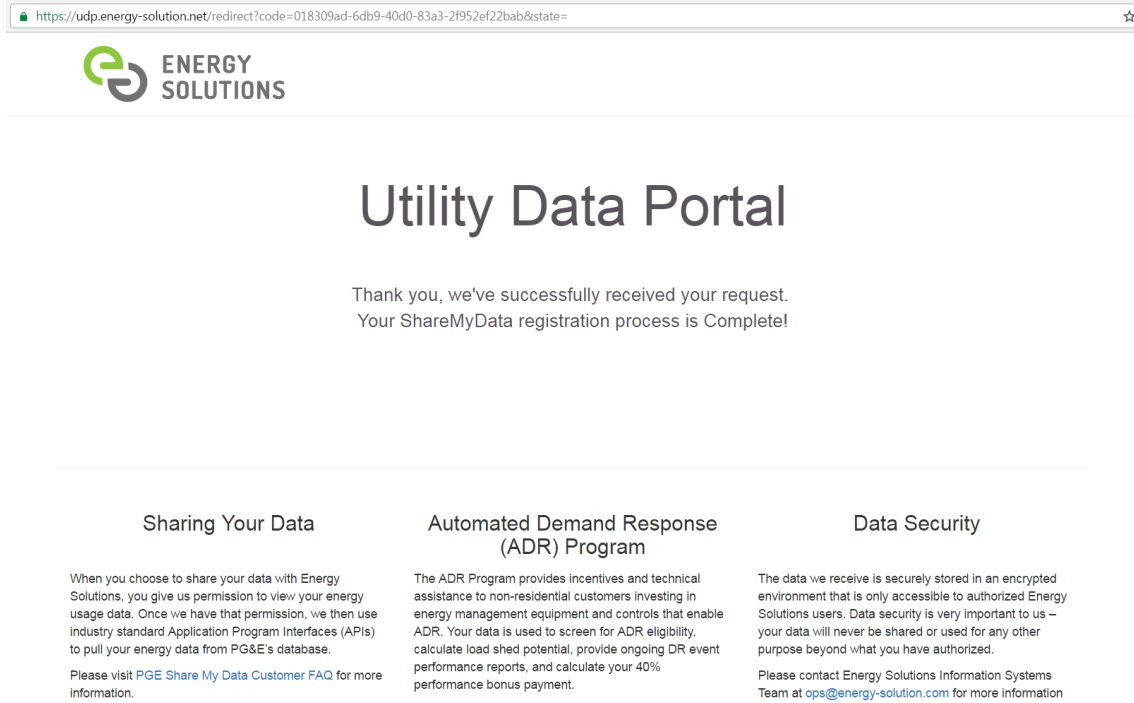
6) After clicking **Submit**, the following “Authorization Confirmed” screen will appear. (shown below). Click **OK**.



7) After clicking **OK**, you will be directed to Energy Solutions’ Data Utility Portal. Click **Confirm Data Sharing**.



8) After this confirmation, you will see the following screen indicating a complete Share My Data registration.



The screenshot shows a web browser address bar with the URL: <https://udp.energy-solution.net/redirect?code=018309ad-6db9-40d0-83a3-2f952ef22bab&state=>. Below the address bar is the Energy Solutions logo, which consists of a green stylized 'e' icon followed by the text 'ENERGY SOLUTIONS'. The main heading is 'Utility Data Portal' in a large, dark font. Below the heading, a message reads: 'Thank you, we've successfully received your request. Your ShareMyData registration process is Complete!'. The page is divided into three columns, each with a title and a paragraph of text:

- Sharing Your Data**: When you choose to share your data with Energy Solutions, you give us permission to view your energy usage data. Once we have that permission, we then use industry standard Application Program Interfaces (APIs) to pull your energy data from PG&E's database. Please visit [PGE Share My Data Customer FAQ](#) for more information.
- Automated Demand Response (ADR) Program**: The ADR Program provides incentives and technical assistance to non-residential customers investing in energy management equipment and controls that enable ADR. Your data is used to screen for ADR eligibility, calculate load shed potential, provide ongoing DR event performance reports, and calculate your 40% performance bonus payment.
- Data Security**: The data we receive is securely stored in an encrypted environment that is only accessible to authorized Energy Solutions users. Data security is very important to us – your data will never be shared or used for any other purpose beyond what you have authorized. Please contact Energy Solutions Information Systems Team at [ops@energy-solution.com](mailto:ops@energy-solution.com) for more information.

After the registration is complete, you will receive an email from the Share My Data team confirming your authorization. This concludes the 2<sup>nd</sup> section (2 of 2) of the authorization process.

At this point the authorization is complete. If you do not see this confirmation screen and receive the email, please contact us for support:

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