

# Retail Market Participant Extranet Website Guide

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<b>Document Updates</b>		
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<b>23rd April 2019</b>	<i>MCR 1173 – Vulnerable Customer implementation in Rol of SI 463 . Document and screenshots amended to reflect change.</i>	<b>12.0</b>

<b>16th Feb 2021</b>	<i>Revised Version as part of Schema Release V13.0 (Smart)</i>  <i>MCR 1157 – Smart Metering Data Processing and Data Aggregation</i> <i>MCR 1158 – Smart Metering Customer Data Changes</i> <i>MCR 1159 – Smart Metering Change of Supplier</i> <i>MCR 1160 – Smart Metering Meter Works</i> <i>MCR 1161 – Smart Metering New Connections</i>	<b>13.0</b>
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## 1. Purpose of this Document

The purpose of this document is to communicate to market participants, the purpose, scope and functionality associated with the Retail Market Participant Extranet Website. The application provides functionality to view MPRN Data, view available appointment timeslots, log/view PMP requests and monitor inbound/outbound market messages.

This document should be read in conjunction with :

- **Working Practice 19** - this details new manual process and changes to existing process that have arisen following introduction of Keypad meter solution.
- **Market Design** – the current Market Design as published on the RMDS website.
- **Meter Configuration Code Guidance Notes** – this document includes the list of valid MCC codes. This is a baselined market design document.
- **Market Message Implementation Guide – Meter Works** – this is a baselined market design document.  
See sections on message 017, 030, 117D, 117R, 130D, 130R, and 137R specifically.
  
- **MPD9 – De-energisation** – this is a baselined market design document
- **MPD10 – Re-energisation** – this is a baselined market design document
- **MPD11 – Change to Meter Configuration** – this is a baselined market design document.
- **MCR 0083** – Provision of Eligible Customer List
- **MCR 0164** - Including the meter Multiplier on Extranet
- **MCR 0169** - Addition of Vulnerable Customer data deletion flag on 102
- **MCR 0081** – Proposal to change Suppliers Extranet so that it shows only Non-billable Devices
- **MCR 0179** – Downloadable Meter Point Details File
- **MCR 1122** – Schema Changes- Extranet Screenshots to reflect Essential Plant.
- **MCR 1176** – Extranet Message Ordering
- **MCR 1179** – Cessation of Eligible Customer Files on ESB Extranet
- **MCR 1173** – Vulnerable Customer Implementation in Rol of SI 463
- **MCR 1140** – Introduction of Eircodes into the Retail Market Design in Ireland
- **MCR 1167** – Facilitate energy efficiencies in Local Authority Public Lighting
- **MCR 1157** – Smart Metering Data Processing and Data Aggregation
- **MCR 1158** – Smart Metering Customer Data Changes
- **MCR 1159** – Smart Metering Change of Supplier
- **MCR 1160** – Smart Metering Meter Works
- **MCR 1161** – Smart Metering New Connections
- **MCR 1213** – Interim Retail Market Microgeneration Solution
- **WP0031** – Interim Retail Market Microgeneration Solution

## 2.1 Purpose of Extranet Website

The primary purpose of the Extranet Website is to provide Suppliers with data associated with a particular MPRN and to facilitate the operation of a competitive electricity market.

The application will allow Suppliers to:

- **Validate an MPRN** by retrieving data associated with that MPRN e.g. the Meter Point Address etc.
- View a dataset associated with the MPRN and **facilitate the completion of market messages**. In particular, Suppliers can use the dataset to facilitate the Change of Supplier process and the collection of customer meter reads.
- View the **customer name details as they are contained on the connection agreement**, and facilitate the correct completion of registration messages for the Change of Supplier process.
- Be advised of **new MPRNs** (new connections to the electricity network) and their associated datasets.
- Deploy a look up facility that enables them to view the **Appointment timeslots** available for a specific Meter Point (**MPRN**) and Work Type combination.
- **Log/View** requests relating to MPRNs associated with Prepayment meters.
- **Monitor** market message communication between themselves and ESB Networks

## 2.2 Access to the Extranet

Access to the Extranet will be restricted to authorised users of registered Supply companies. It is envisaged that users will access the Extranet logon webpage via a hyperlink from the Suppliers own Intranet or via a URL provided by ESB Networks. On the logon webpage, a user will be required to enter their username and password. Valid combinations of username and password will allow access to the Extranet.

The process and procedures associated with the administration and security of the Extranet will be covered in an associated document - *Administration of the ESB Networks Extranet website for Suppliers*. The Extranet website will be a secure environment – technical details to be provided in the administration document.

## 2.3 Overview of Functionality

For convenience and usability, the Retail Market Participant functionality on the Extranet website is divided into six functional areas:

- Section 3 describes the “MPRN ENQUIRY” option
- Section 4 describes the “NEW CONNECTIONS” option
- Section 5 describes the “VIEW APPOINTMENTS look up” option
- Section 6 describes the “PMP” option
- Section 7 describes the “ MARKET MESSAGE “option

These functional areas are highlighted in the screenshot, Exhibit 1 below. Each of Sections 3, 4, 5, 6 and 7 includes an overview, scope and a step through the relevant functionality.

### Exhibit 1 – Extranet Website Functional Areas

The high level functionality that is available through the Extranet Website application is as follows:

- Input of an MPRN will retrieve a defined dataset of values from the ESB Networks database.
- Search on Meter Point Address (structured address) will retrieve a hitlist of matches. Selection of an MPRN from a hitlist will retrieve the associated dataset.
- Search on Meter Point Status date range is available for new connections.
- A common set of data is returned for all users irrespective of whether the user is the contracted supplier of the MPRN.
- Filters on DUoS Group, Meter Configuration Code and Meter Point Status can be used to focus an address search or a date search.
- Input of an MPRN and selection of a work type will retrieve the available appointment time slots for the Meter Point and work type requested.
- Log/View PMP requests
- Monitor market message communication between Supplier and ESB Networks.

**Note: messages will only appear for MPRNs registered to the Supplier who is searching.**

- The data is retrieved in real-time from the ESB Networks database.

### 3. MPRN Enquiry

#### 3.1 Overview of MPRN Enquiry

The purpose of the MPRN Enquiry option is to retrieve an MPRN dataset using one of the following two search methods:

- a) Input MPRN
- b) Input full or partial Meter Point Address and focus search using filters


#### 3.2 Scope of MPRN Enquiry

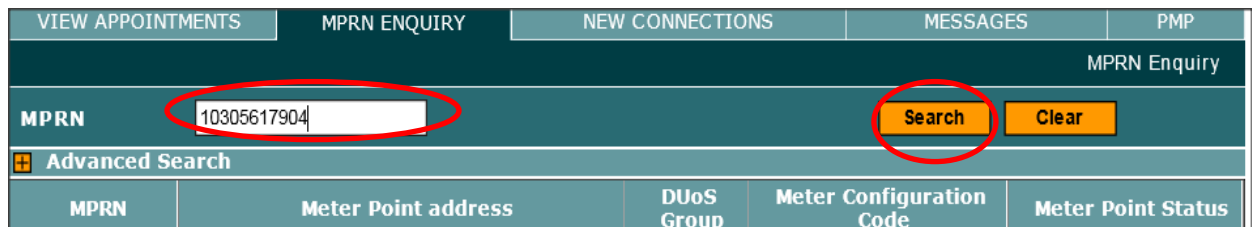
All metered MPRNs and unmetered GMPRNs and TMPRNs with a Meter Point Status of *Assigned, Energised, De-energised or Terminated*. For metered MPRNs, only billable devices are displayed.

#### 3.3 Functionality of MPRN Enquiry

The MPRN Enquiry function is opened by clicking on the appropriate menu tab. The functionality will be described by stepping through the two search methods and using representative screenshots to aid in understanding.


##### a) Search by inputting the MPRN

- Input the 11 digit MPRN and press  as shown in Exhibit 2 below.
- will return a system message. If the MPRN does not exist an appropriate system message will be displayed.



VIEW APPOINTMENTS	MPRN ENQUIRY	NEW CONNECTIONS	MESSAGES	PMP
MPRN Enquiry				
MPRN	<input type="text" value="10305617904"/>	<input type="button" value="Search"/>		<input type="button" value="Clear"/>
Advanced Search				
MPRN	Meter Point address	DUoS Group	Meter Configuration Code	Meter Point Status

##### Exhibit 2 – MPRN Enquiry, search by MPRN

- If the MPRN is valid, a dataset will be retrieved. A sample dataset is shown in Exhibit 3 below.
- To display another MPRN dataset, press  to return to the search screen shown in Exhibit 2.



For convenience, the MPRN is retained on a hitlist until a new search is completed.

**ESB Networks** Exit | Help

VIEW APPOINTMENTS | MPRN ENQUIRY | NEW CONNECTIONS | MESSAGES | PMP

Metered MPRN dataset

Back to Search | Electrical completion cert

MPRN 10100280757

<b>Customer Name</b>		<b>Meter Point Status</b>						
Name:		Meter Point Status:	De-energised					
		Deenergised: > 6 months	No					
		Registration Status:	Registered					
		Connection Agreement:	Active					
		Trading Site Flag:						
		Essential Plant:						
<b>Meter Point Address</b>		<b>Technical Details</b>						
Unit No:		DUoS Group:	DG2					
House No:	26	MIC:	12 kVA					
Address Line 1:		MEC:	6.0000000 kVA					
Address Line 2:		Connection Voltage:	LV					
Street:	Ferncourt Park	Standard Profile:	3					
Address Line 4:		<b>SMART Data</b>						
Address Line 5:		Smart Non Participation:						
Postal Code:		Smart Data Services:						
City:	Dublin 24	Comms Technically Feasible:						
Country:	DB	<b>Customer Information</b>						
Country:	IE	Customer attribute						
		PSR:						
		SSR:						
		MI:						
<b>Meter Details</b>								
Metering Class:	NQH	Meter Location:	Outside Box					
		Connection Point:						
Meter Configuration Code:	MCC01	Last Actual Read Date:	06.04.2022					
		Read Cycle Day:	04					
Eligibility for QH Metering:		Next Read Date:	09.06.2022					
DUOS Billing Frequency:		DUOS Billing Cycle:						
<b>List of Meters</b>								
Meter Category	Serial Number	Date Meter Installed	Meter Register Sequence	Timeslot	Reg Type	Pre Decimal digits	Post Decimal digits	Multitplier
RM106	90030026	01.09.2019	001	24H	01	07	00	1.00000

**Exhibit 3 – MPRN Enquiry, Metered MPRN dataset**

- The data items published for metered MPRNs (non new-connection) are as follows:
  - **MPRN**
  - **Customer Name (not populated for DG1 or DG2 sites)**
  - **Meter Point Address**
  - **Metering Class**
  - **Meter Configuration Code**
  - **Eligibility for QH metering**

- **Meter Point Status**
- **De-energised > 6 months (only shown when meter point status = de-energised)**
- **Registration status**
- **Connection Agreement**
- **Trading Site Flag**
- **Essential Plant**
- **DUoS Group**
- **Maximum Import Capacity (MIC)**
- **<sup>1</sup>Maximum Export Capacity (MEC)**
- **Connection Voltage**
- **Standard Profile**
- **Smart Non Participation code**
- **Smart Data Services**
- **Comms Technically Feasible**
- **Customer Attribute**
  - **Special Services Register (SSR)**
  - **Priority Services Register (PSR)**
  - **Medical Institution (MI)**
  - see appendix A
- **Meter Location**
- **Last Actual Read Date**
- **Read Cycle Day**
- **Next Read Date**
- **DUoS Billing Frequency**
- **DUoS Billing Cycle**
- **Meter category**
- **Serial number**
- **Date Meter Installed**
- **Meter Register Sequence**
- **Timeslot**
- **Register Type**
- **Pre Decimal digits**
- **Post Decimal digits**
- **Multiplier**

- The dataset associated with new connection MPRNs is listed in Section 4.

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<sup>1</sup> MEC value will output on Extranet in decimal format (16,7). Leading zeroes will be removed for aesthetics. Trailing zeros will be displayed. Where a MEC value exist, this display will be followed by the Unit Of Measure (UOM) in the format kVA. Example MEC: 123456789.1234567 kVA. Where MEC value does not exist in SAP ISU, MEC label will be displayed followed by blank.

- Appendix A includes a definition and a list of values for each of the above data items.

**b) Searching for Unmetered Sites**


The search facility outlined above also allows users to search for Unmetered sites.

- A GMPRN or TMPRN can be entered directly on the MPRN ENQUIRY initial search screen as shown in Exhibit 2 above.

If the GMPRN is valid, a dataset will be retrieved. A sample dataset is shown in Exhibit 4 below.

The screenshot shows a web interface with a navigation bar containing 'VIEW APPOINTMENTS', 'MPRN ENQUIRY', 'NEW CONNECTIONS', 'MESSAGES', and 'PMP'. Below the navigation bar is a header for 'Grouped Unmetered MPRN dataset' with a 'Back to Search' button. The main content area displays details for GMPRN 91290171135. It is organized into two columns: 'Customer Name' and 'GMPRN Status' on the top row, 'GMPRN Address' and 'Associated Technical MPRNs' on the bottom row. The 'Customer Name' section includes 'Name: CORK CO COUNCIL, ADMIN OFFICER NC, MALLOW /KANTURK TRF SIGNALS'. The 'GMPRN Address' section lists 'Unit No:', 'House No:', 'Address Line 1:', 'Address Line 2:', 'Street: ANNABELLA', 'Address Line 4:', 'Address Line 5:', 'Postal Code:', 'City: MALLOW', 'County: CK', and 'Country: IE'. The 'Associated Technical MPRNs' section features a button labeled 'Click for TMPRNs' (circled in red) and the text 'Press to display the list of associated Technical MPRNs'.

**Exhibit 4 – MPRN Enquiry, unmetered GMPRN dataset with option to view associated TMPRNs**

- To retrieve a list of the associated TMPRNs for the GMPRN, click on the  button.

A sample list of TMPRNs is shown in Exhibit 5 below.

VIEW APPOINTMENTS	MPRN ENQUIRY	NEW CONNECTIONS	MESSAGES	PMP
Grouped Unmetered MPRN dataset				
<span>◀</span> <a href="#">Back to Search</a>				
GMPRN 91290171135				
<b>Customer Name</b>		<b>GMPRN Status</b>		
Name: CORK CO COUNCIL, ADMIN OFFICER NC, MALLOW /KANTURK TRF SIGNALS		Registration Status: Registered Connection Agreement: In Progress		
<b>GMPRN Address</b>		<b>Associated Technical MPRNs</b>		
Unit No: House No: Address Line 1: Address Line 2: Street: Address Line 4: Address Line 5: Postal Code: City: County: Country:		<a href="#">Click for TMRNs</a> <span style="float: right;">Press to display the list of associated Technical MPRNs</span>		
ANNABELLA				
MALLOW				
CK				
IE				
MPRN	Meter Point address	MPRN	Meter Point address	
<a href="#">10290172171</a>	BLACKROCK SLIPWAY, CORK, CK	<a href="#">10305900590</a>	RATHHEALY ROAD, FERMOY, CK	
<a href="#">10305167053</a>	OUTSIDE HS 29, MARKET PLACE, KANTURK, CK	<a href="#">10306539069</a>	NEAR CHURCH, COOMLOGANE STREET, MILLSTREET, CK	
<a href="#">10305591494</a>	RATHHEALY ROAD, FERMOY, CK	<a href="#">10306683018</a>	GLANTANE, CORK, CK	
<a href="#">10305595940</a>	RATHHEALY ROAD, FERMOY, CK	<a href="#">10306945856</a>	R577, CREAMERY ROAD, BOHERBUE, CK	
<a href="#">10305556845</a>	THOMAS STREET, LOWER THOMAS ST CK, FERMOY, CK	<a href="#">10307019608</a>	BANUS SPA, GLEN, MALLOW, CK	
<b>10 MPRNs found</b>				

**Exhibit 5 – MPRN Enquiry, Unmetered GMPRN dataset with associated TMRNs**

- To retrieve the details for a specific TMRN, click on its number on the screen above.
- A sample dataset is shown in Exhibit 6 below.

VIEW APPOINTMENTS | MPRN ENQUIRY | NEW CONNECTIONS | MESSAGES | PMP

Technical Unmetered MPRN dataset

Back to Search | Electrical completion cert

MPRN 10100229179

Meter Point Address		TMPRN Status	
Unit No:		Meter Point Status:	Energised
House No:		Essential Plant:	
Address Line 1:		Technical Details	
Address Line 2:	Corner Site	DUOs Group:	DG4
Street:	The Diamond	MIC:	2 kVA
Address Line 4:	Dungarvan	MEC:	
Address Line 5:		Connection Voltage:	LV
Postal Code:		Standard Profile:	11
City:	WATERFORD	Burn Hour Calendar:	Dusk Until Dawn
Country:	WD	Associated Grouped MPRN	
Country:	IE		

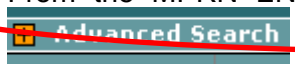
Click for GMPRN | Press to display the associated Grouped MPRN



Meter Details					
Metering Class	Unmetered				
Meter Configuration Code:	MCC09				
Inventory Details					
Reference Number	Repetition Factor	Unmetered Type	Actual Wattage	Billable Wattage	Power factor
0001	3	SON	0.0700000	0.0850000	0.8500000
0002	7	SON	0.0700000	0.0850000	0.8500000
0003	10	SON	0.0700000	0.0850000	0.8500000

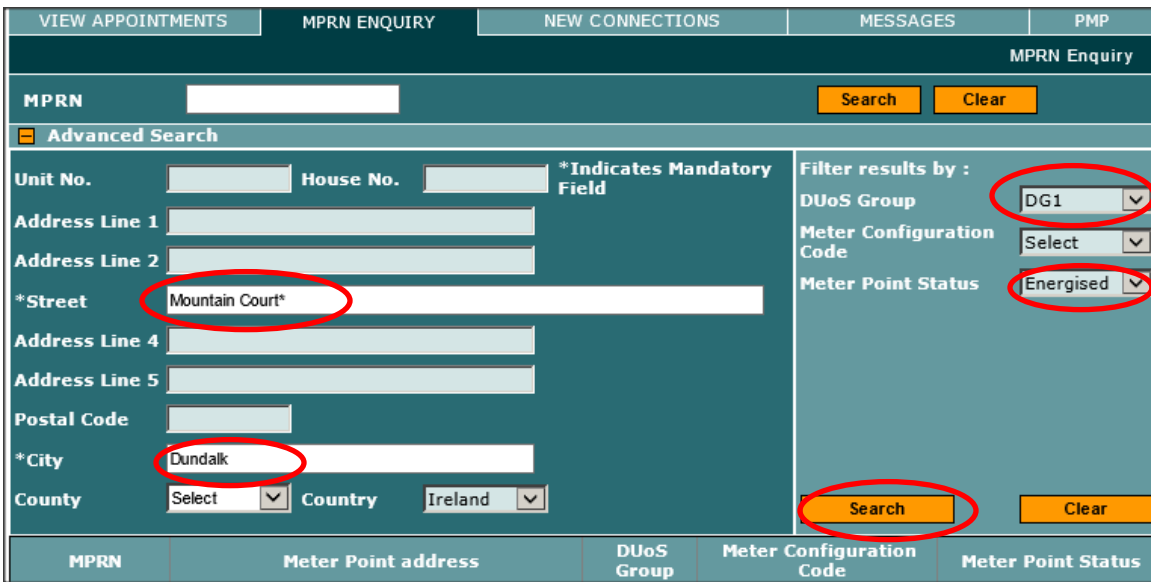
**Exhibit 6 – MPRN Enquiry, TMPRN dataset with option to view associated GMPRN**

- To return to the associated GMPRN, click on the  button.

**Search by inputting a full or partial Meter Point Address and focus the search using filters.**

- From the MPRN ENQUIRY initial search screen – refer to Exhibit 2, press  to expand the search screen to include searching by Meter Point Address.



- Input a full or partial Meter Point Address in the appropriate address field.
- Partial searches can be carried out using the “ \* ” character.
- Inputs to the STREET and CITY or STREET and COUNTY fields are mandatory.
- Searches can be focused by limiting on any of the following data items and the limiting values are selected from dropdown lists:
  - **DUoS Group**
  - **Meter Configuration Code**
  - **Meter Point Status**
  
- A sample search is shown in Exhibit 7 below. A partial address is entered to STREET and CITY. The filters selected limit the search to MPRNs with:
  - **DUoS Group = DG1**
  - **Meter Configuration Code not limited (i.e. search on all values)**
  - **Meter Point Status = Energised**
  
- Press  to initiate the search and  to clear the search criteria.



The screenshot shows the 'MPRN Enquiry' interface. At the top, there are navigation tabs: 'VIEW APPOINTMENTS', 'MPRN ENQUIRY', 'NEW CONNECTIONS', 'MESSAGES', and 'PMP'. Below these is a header for 'MPRN Enquiry' with a search bar and 'Search' and 'Clear' buttons. The main section is titled 'Advanced Search' and contains several input fields: 'Unit No.', 'House No.', 'Address Line 1', 'Address Line 2', '\*Street' (with 'Mountain Court\*' entered), 'Address Line 4', 'Address Line 5', 'Postal Code', '\*City' (with 'Dundalk' entered), and 'County' (with a dropdown menu). To the right, there is a 'Filter results by:' section with three dropdown menus: 'DUoS Group' (set to 'DG1'), 'Meter Configuration Code' (set to 'Select'), and 'Meter Point Status' (set to 'Energised'). At the bottom right of the filter section are 'Search' and 'Clear' buttons. A table at the bottom of the form lists the search criteria: 'MPRN', 'Meter Point address', 'DUoS Group', 'Meter Configuration Code', and 'Meter Point Status'.

### Exhibit 7 – Search by Meter Point Address and filters

- The search on the ESB Networks database occurs in real-time and returns a hitlist of MPRNs – refer to Exhibit 8.
  
- Each MPRN line item includes the following data to facilitate selection:
  - **MPRN**
  - **Concatenated Meter Point Address**
  - **DUoS Group**
  - **Meter Configuration Code**
  - **Meter Point Status**

- Up to 200 MPRNs will be returned on each search. If the hit-rate exceeds 200 MPRNs then a system message will prompt the user to refine the search criteria.
- Up to 20 MPRN line items will appear on each hitlist webpage. Navigation will be through  and  buttons.
- Selecting an MPRN (by clicking on the MPRN) will return a dataset as already described in Exhibit 3 above.

VIEW APPOINTMENTS
MPRN ENQUIRY
NEW CONNECTIONS
MESSAGES
PMP

MPRN Enquiry

MPRN

Search
Clear

**Advanced Search**

Unit No.  House No.  \*Indicates Mandatory Field

Address Line 1

Address Line 2

\*Street

Address Line 4

Address Line 5

Postal Code

\*City

County  Country

Filter results by :

DUoS Group

Meter Configuration Code

Meter Point Status

Search
Clear

MPRN	Meter Point address	DUoS Group	Meter Configuration Code	Meter Point Status
<a href="#">10013857437</a>	32, MOUNTAIN COURT, POINT ROAD, DUNDALK, LH	DG1	MCC01	Energised
<a href="#">10013858643</a>	1, MOUNTAIN COURT, POINT ROAD, DUNDALK, LH	DG1	MCC01	Energised
<a href="#">10013858625</a>	10, MOUNTAIN COURT, POINT ROAD, DUNDALK, LH	DG1	MCC01	Energised
<a href="#">10013858637</a>	4, MOUNTAIN COURT, POINT ROAD, DUNDALK, LH	DG1	MCC01	Energised
<a href="#">10013858642</a>	2, MOUNTAIN COURT, POINT ROAD, DUNDALK, LH	DG1	MCC01	Energised
<a href="#">10013858654</a>	5, MOUNTAIN COURT, POINT ROAD, DUNDALK, LH	DG1	MCC01	Energised
<a href="#">10013858661</a>	9, MOUNTAIN COURT, POINT ROAD, DUNDALK, LH	DG1	MCC01	Energised
<a href="#">10013858679</a>	3, MOUNTAIN COURT, POINT ROAD, DUNDALK, LH	DG1	MCC01	Energised
<a href="#">10013858686</a>	6, MOUNTAIN COURT, DUNDALK, LH	DG1	MCC01	Energised
<a href="#">10013858702</a>	8, MOUNTAIN COURT, POINT ROAD, DUNDALK, LH	DG1	MCC01	Energised
<a href="#">10013858710</a>	15, MOUNTAIN COURT, POINT ROAD, DUNDALK, LH	DG1	MCC01	Energised
<a href="#">10013858735</a>	11, MOUNTAIN COURT, POINT ROAD, DUNDALK, LH	DG1	MCC01	Energised
<a href="#">10013858744</a>	14, MOUNTAIN COURT, POINT ROAD, DUNDALK, LH	DG1	MCC01	Energised
<a href="#">10013858751</a>	13, MOUNTAIN COURT, POINT ROAD, DUNDALK, LH	DG1	MCC01	Energised
<a href="#">10013858763</a>	12, MOUNTAIN COURT, POINT ROAD, DUNDALK, LH	DG1	MCC01	Energised
<a href="#">10013858789</a>	23, MOUNTAIN COURT, POINT ROAD, DUNDALK, LH	DG1	MCC01	Energised
<a href="#">10013858796</a>	24, MOUNTAIN COURT, POINT ROAD, DUNDALK, LH	DG1	MCC01	Energised
<a href="#">10013858809</a>	22, MOUNTAIN COURT, POINT ROAD, DUNDALK, LH	DG1	MCC01	Energised
<a href="#">10013858817</a>	21, MOUNTAIN COURT, POINT ROAD, DUNDALK, LH	DG1	MCC01	Energised
<a href="#">10013858821</a>	27, MOUNTAIN COURT, POINT ROAD, DUNDALK, LH	DG1	MCC01	Energised

Exhibit 8 – MPRN Enquiry search hitlist

**c) Find Valid Customer Name**

- The purpose of the Customer Name look up facility is to allow Suppliers to view the customer name that is found on the connection agreement for the following site types:
  - DUoS Group >= DG5
  - Grouped unmetered MPRNs.
- To find the customer name details, simply enter the MPRN in the MPRN enquiry section and click search. This will return a list of all details for that MPRN, including the customer name.
- It is necessary to provide the correct customer name on all registration messages to avoid the message being rejected due to invalid customer name data.
- Ensuring valid customer name details are provided can help to speed up the COS process for the new Supplier.
- A sample dataset is shown in Exhibit 9 below.

The screenshot shows the ES Networks MPRN Enquiry interface. At the top, there are navigation tabs: VIEW APPOINTMENTS, MPRN ENQUIRY, NEW CONNECTIONS, MESSAGES, and PMP. Below these is a sub-header 'Metered MPRN dataset' and a search bar containing 'MPRN 10100073408'. The main content area is divided into several sections:

- Customer Name:** Name: John Graham
- Meter Point Address:** Unit No: 28, House No: 28, Address Line 1: beech park, Address Line 2: Lucan, Address Line 4: DUBLIN, Address Line 5: DB, Postal Code: IE, City: DUBLIN, County: DB, Country: IE
- Meter Point Status:** Meter Point Status: De-energised, Deenergised: > 6 months No, Registration Status: Registered, Connection Agreement: Active, Trading Site Flag: Essential Plant:
- Technical Details:** DUoS Group: DG6, MIC: 100 kVA, MEC: 0.2350000 kVA, Connection Voltage: LV, Standard Profile: 0
- SMART Data:** Smart Non Participation: Smart Data Services: Comms Technically Feasible:
- Customer Information:** Customer attribute, PSR: SSR: MI:
- Meter Details:** Metering Class: QH, Meter Location: Basement Downstairs, Meter Configuration Code: MCC10, Last Actual Read Date: Read Cycle Day: 41, Eligibility for QH Metering: Next Read Date: DUOS Billing Frequency: DUOS Billing Cycle:
- List of Meters:** A table with columns: Meter Category, Serial Number, Date Meter Installed, Meter Register Sequence, Timeslot, Reg Type, Pre Decimal digits, Post Decimal digits, Multiplier.

Meter Category	Serial Number	Date Meter Installed	Meter Register Sequence	Timeslot	Reg Type	Pre Decimal digits	Post Decimal digits	Multiplier
RM647	00888953	20.01.2003	001		50	16	03	1.00000
RM647	00888953	20.01.2003	002		51	16	03	1.00000



**Exhibit 9 – MPRN Enquiry – customer name lookup**

## 4. New Connections

### 4.1 Overview of New Connections

The purpose of the New Connections option is to focus searches on a particular subset of MPRNs, namely new connections. (i.e. new MPRNs). An MPRN becomes eligible for the competitive market when it's status is set to *Assigned*.

The New Connections option will retrieve a dataset using one of the following three search methods:

- a) Input MPRN
- b) Input full or partial Meter Point Address and focus search using filters
- c) Input Meter Point Status date range and focus search using filters

The New Connections dataset includes all of the data items listed in section 3.3 (a) plus two additional data items:

- **Date MPRN assigned**
- **Contact Telephone number**

**Appendix A** includes a definition and a list of values for each of these two data items.

Note: Data items are displayed where they are available e.g. if the connection has not been energised, the meter(s) would not yet be installed therefore no meter details would be available.

### 4.2 Scope of New Connections

New Connection MPRNs are MPRNs that are assigned through the ESB Networks New Connection Process.

For the purposes of this application New Connection MPRNs are a subset of the MPRN population. Searches through the MPRN Enquiry option will return a match for all valid MPRNs, including new connections. However searches through the New Connection option will return a match for valid new connection MPRNs only.


When an MPRN becomes Energised and a Supplier is registered to the MPRN then the MPRN is no longer classified as a New Connection.

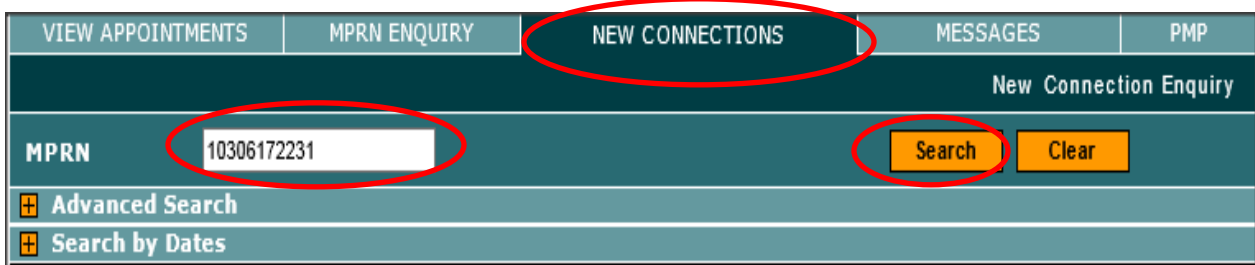
### 4.3 Functionality of New Connections

The New Connections function is opened by clicking on the appropriate menu tab.

The functionality will be described by stepping through the three search methods and using representative screenshots to aid in understanding.


#### a) Search by inputting the MPRN

- The search functionality is the same as that described in section 3.3 (a) above except that the search is limited to new connections and the dataset is extended. The process is repeated here for completeness.
- Input the 11 digit MPRN and press  as shown in Exhibit 10 below. An input containing < 11 digits will return a system message. If the MPRN does not exist an appropriate system message will be displayed.



VIEW APPOINTMENTS	MPRN ENQUIRY	<b>NEW CONNECTIONS</b>	MESSAGES	PMP
New Connection Enquiry				
MPRN	<input type="text" value="10306172231"/>	<input type="button" value="Search"/>	<input type="button" value="Clear"/>	
+ Advanced Search				
+ Search by Dates				

#### Exhibit 10 – New Connections, search by MPRN

- If the MPRN is valid, a dataset will be retrieved. A sample dataset is shown in Exhibit 11 below.
- The dataset is the same as the dataset retrieved for existing connections (ref. Exhibit 3) with the addition of the two new data items – these are highlighted in Exhibit 11.
- To display another MPRN dataset, press  to return to the search screen shown in Exhibit 10. For convenience, the MPRN is retained on a hitlist until a new search is completed.

ES Networks Exit | Help

VIEW APPOINTMENTS | MPRN ENQUIRY | NEW CONNECTIONS | MESSAGES | PMP

Metered MPRN dataset

Back to Search | Electrical completion cert

MPRN 10100351143  
MPRN assigned on : 03.11.2021

Customer Name		Meter Point Status	
Name:		Meter Point Status:	Assigned
		Registration Status:	Unregistered
		Connection Agreement:	In Progress
		Trading Site Flag:	
		Essential Plant:	
Meter Point Address			
Unit No:			
House No:	41		
Address Line 1:			
Address Line 2:			
Street:	Malahide Road		
Address Line 4:			
Address Line 5:			
Postal Code:			
City:	DUBLIN		
County:	DB		
Country:	IE		
Technical Details			
DUos Group:		DG2	
MIC:		12 kVA	
MEC:		6543.0000000 kVA	
Connection Voltage:		LV	
Standard Profile:		27	
SMART Data			
Smart Data Services:		02	
Customer Information			
Customer attribute			
PSR:			
SSR:			
MI:			
Contact Tel No:			
Meter Details			
Metering Class:		NHH	
Meter Configuration Code:		MCC16	
Eligibility for QH Metering:			
Meter Location:			
Last Actual Read Date:			
Read Cycle Day:			
Next Read Date:			

### Exhibit 11 – New Connections, metered MPRN dataset


- b) Search by inputting a full or partial Meter Point Address and focus the search using filters.

The search functionality is the same as that described in section 3.3 (b) above except that the search is limited to new connections. Refer to Exhibits 7, 8 and 11.

- c) Search by inputting a Meter Point Status date range and focus search using filters.

The search functionality is similar to the search by Meter Point Address described in section 3.3 (b) above in that search criteria are entered, a hitlist is returned and the appropriate MPRN is selected.



Again the search is limited to new connections.

- o From the NEW CONNECTIONS initial search screen – refer to Exhibit 10, press 

to expand the search screen to allow searching by Meter Point status dates.

- The Meter Point Status date is the date that the Meter Point Status changed from one value to another e.g. from *Assigned* to *Energised* .
- Input the Meter Point Status date range – three options are available:
  - **Input date in “From” and “To” fields**
  - **Select the “Last 5 days” option to populate the date range.**
  - **Select the “Last 30 days” option to populate the date range**
- Searches can be focused by limiting on any of the following data items, which can be selected from dropdown lists:
  - **DUoS Group**
  - **Meter Configuration Code**
  - **Meter Point Status**
- A sample search is shown in Exhibit 12 below. The “Last 30 days” option is selected which populates the date range. The filters selected limit the search to MPRNs with:
  - **DUoS Group not limited (i.e. search on all values)**
  - **Meter Configuration Code = MCC01**
  - **Meter Point Status = Assigned**

All MPRNs that have an MCC of *MCC01* and a Status changed to *Assigned* within the last 30 calendar days will be displayed on the hitlist.

- Press  to initiate the search and  to clear the search criteria.

VIEW APPOINTMENTS | MPRN ENQUIRY | NEW CONNECTIONS | MESSAGES | PMP

New Connections as at Date: - 03/04/2018 Time :- 02:04:25 New Connection Enquiry

MPRN  Search Clear

**Advanced Search** Search by Dates

Search Connections from  to  DUoS Group

Show Connections for  Last 5 Days  Last 30 Days

Meter Configuration Code

Meter Point Status



Search Clear

MPRN	Meter Point Address	DUoS Group	Meter Configuration Code	Meter Point Status	Meter Point Status Date
10307144699	55-73, LANDLORD, LANDLORD BLOCK 5,, VERSCHOYLE COURT, DUBLIN 8, DB	DG5	MCC01	Assigned	27.03.2018
10307147364	UNITS 12D TOP FLOOR, PLASSEY TECH PARK, LIMERICK, LK	DG5	MCC02	Assigned	27.03.2018
10307145070	45-54, LANDLORD, BLOCK 4,, VERSCHOYLE COURT, DUBLIN 8, DB	DG5	MCC01	Assigned	27.03.2018
10307145046	13-32, LANDLORD, BLOCK 2,, VERSCHOYLE COURT, DUBLIN 2, DB	DG5	MCC01	Assigned	27.03.2018
10307130892	9, LANDLORD, QUINSBORO ROAD, BRAY, WW	DG5	MCC01	Assigned	27.03.2018
10307097777	13, LANDLORD,, BRIDGE STREET, BANDON, CK	DG5	MCC02	Assigned	27.03.2018
10307097763	13, UNIT 1:, BRIDGE STREET, BANDON, CK	DG5	MCC01	Assigned	27.03.2018
10307141355	BILL KIELY'S COTTAGE, MAIN STREET, BALLYHALE, KK	DG5	MCC02	Assigned	28.03.2018
10307140894	SITE ENTRANCE, HERONSTOWN, NAVAN, MH	DG5	MCC02	Assigned	28.03.2018
10307140698	L/L, O'CONNELL STREET, BIRR, OY	DG5	MCC01	Assigned	28.03.2018
10307140686	OFFICE 5, O'CONNELL STREET, BIRR, OY	DG5	MCC01	Assigned	28.03.2018
10307140679	OFFICE 4, O'CONNELL STREET, BIRR, OY	DG5	MCC01	Assigned	28.03.2018
10307140661	OFFICE 3, O'CONNELL STREET, BIRR, OY	DG5	MCC01	Assigned	28.03.2018
10307140654	OFFICE 2, O'CONNELL STREET, BIRR, OY	DG5	MCC01	Assigned	28.03.2018
10307140642	OFFICE 1, O'CONNELL STREET, BIRR, OY	DG5	MCC01	Assigned	28.03.2018
10307140637	SHOP 4, O'CONNELL STREET, BIRR, OY	DG5	MCC01	Assigned	28.03.2018
10307140625	SHOP 3, O'CONNELL STREET, BIRR, OY	DG5	MCC01	Assigned	28.03.2018
10307146632	BALLA FLORISTS, MAIN STREET, BALLA, MO	DG5	MCC01	Assigned	28.03.2018
10307146620	LANDLORD, MAIN STREET, BALLA, MO	DG5	MCC01	Assigned	28.03.2018
10307147408	DROGHEDA STREET, MONASTEREVIN, KE	DG5	MCC01	Assigned	28.03.2018

**Exhibit 12 - Search by Meter Point status date and filters**

The search on the ESB Networks database occurs in real-time and returns a hitlist of MPRNs – refer to Exhibit 12.

- Each MPRN line item includes the following data to facilitate selection:
  - **MPRN**
  - **Concatenated Meter Point Address**
  - **DUoS Group**
  - **Meter Configuration Code**
  - **Meter Point Status**
  - **Meter Point status date**

- Up to 200 MPRNs will be returned on each search. If the hit-rate exceeds 200 MPRNs then a system message will prompt the user to refine the search criteria.
- Up to 20 MPRN line items will appear on each hitlist webpage. Navigation will be through  and  buttons.
- Selecting an MPRN will return a dataset as already described in Exhibit 11 above.

## 5. View Appointments look up facility

### 5.1 Overview of View Appointments look up facility

The purpose of the View Appointments look up facility is to allow Suppliers to view available appointment timeslot information for a given MPRN and Work Type combination.

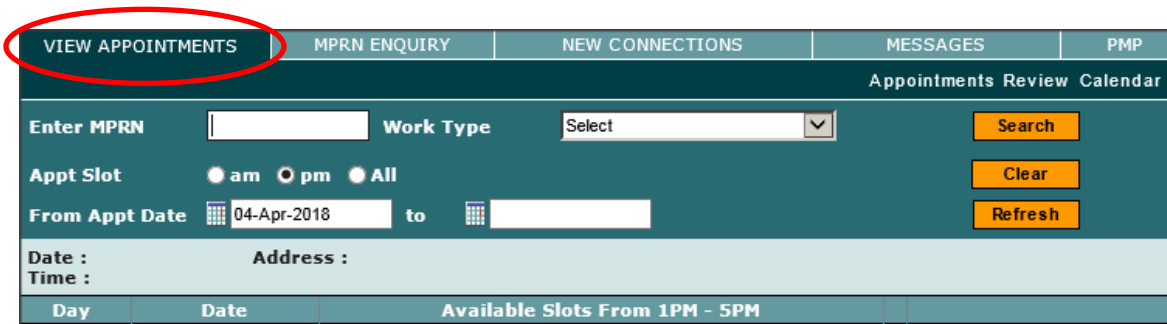
### 5.2 Scope of View Appointments look up facility

Appointments information is viewable by Suppliers for all MPRN's held in the Networks Database.

### 5.3 Functionality of View Appointments look up facility

The View Appointments function is opened by clicking on the appropriate menu tab once logged into the Suppliers Extranet (See Exhibit 13 below).

The functionality is described below by walking through the available steps and using representative screenshots to aid in understanding.



<b>VIEW APPOINTMENTS</b>	MPRN ENQUIRY	NEW CONNECTIONS	MESSAGES	PMP
Appointments Review Calendar				
Enter MPRN	<input type="text"/>	Work Type	Select	<input type="button" value="Search"/>
Appt Slot	<input type="radio"/> am <input type="radio"/> pm <input type="radio"/> All	<input type="button" value="Clear"/>		
From Appt Date	<input type="text" value="04-Apr-2018"/>	to	<input type="text"/>	<input type="button" value="Refresh"/>
Date :	Address :			
Time :				
Day	Date	Available Slots From 1PM - 5PM		

### Exhibit 13 – VIEW APPOINTMENTS search facility

- Enter the 11 digit MPRN 

- Select the **Work Type (Job Category)** from the list of options provided

- Choose your preference for an **am, pm or All (All day) appointment slot** by selecting the corresponding radio button. The default is “pm”.

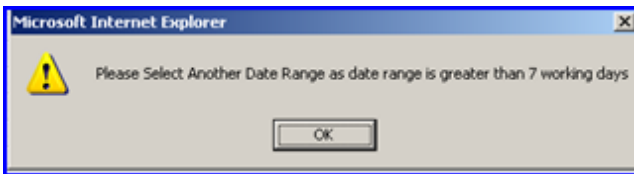
- The **“from” date** will default to tomorrow’s date
  - **If it is after 14:00hrs, you will need to change the “from” date forward**

- Select the **“to” date** by clicking on the calendar

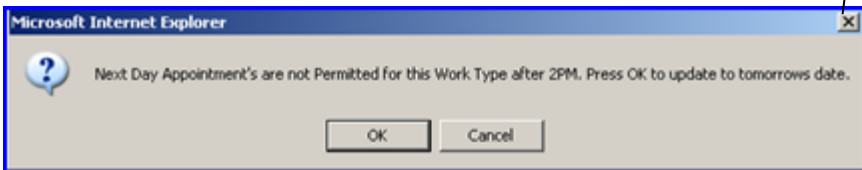
- **The “from” and “to” date range is limited to any 7 working days within the future 15 working days.**

1. Click 

2. Validation messages will display to minimise invalid appointment requests. For example:



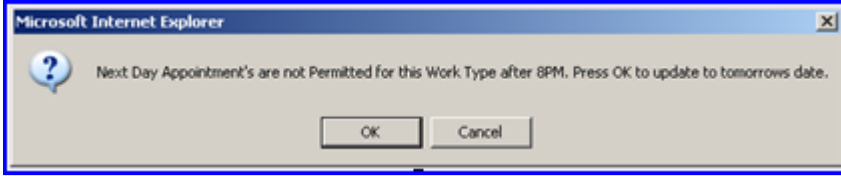
Message will display if selected date range is greater than 7 working days. Click OK and amend your dates



Message will display for certain work types if the current time is after 2pm and the appointment request is for the next day. Accept message and the “from” date will increment by 1 day.

Message will display for re-energise NPA work type if the current time is after 8pm and the appointment request is for the next day. Accept message and the “from” date will increment by 1 day.





- If the MPRN does not exist an appropriate system message will be displayed – No result

Date :		Address :	
Time :			
Day	Date	Total Slots Available From 9AM - 5PM	
No results			

- A list of available appointments for the requested date range will be returned

VIEW APPOINTMENTS	MPRN ENQUIRY	NEW CONNECTIONS	MESSAGES	PMP
Enter MPRN	<input type="text" value="0012318274"/>	Work Type	<input type="text" value="De-energise"/>	<input type="button" value="Search"/>
Appt Slot	<input type="radio"/> am <input checked="" type="radio"/> pm <input type="radio"/> All			<input type="button" value="Clear"/>
From Appt Date	<input type="text" value="26-Apr-2013"/>	to	<input type="text" value="02-May-2013"/>	<input type="button" value="Refresh"/>
Date :	27-Apr-2013	Address :	FARRANLEA, DUNMORE ROAD, WATERFORD, WD, IE,	
Time :	16:13			
Day	Date	Available Slots From 1PM - 5PM		
Friday	26-04-2013	Y		
Monday	29-04-2013	Y		
Tuesday	30-04-2013	Y		
Wednesday	01-05-2013	Y		
Thursday	02-05-2013	Y		

**Exhibit 14 – View Appointments MPRN and Work Type selection**

- A same day appointment cannot be provided
- A next day appointment can only be provided up until 14:00hrs
- The Address at which the meter Point is located is displayed as a means of confirmation to the representative that MPRN entered is correct
- AM Appointments are classed as between 9AM and 1PM
- PM Appointments are classed as between 1PM and 5PM
- Allday Appointments are classed as between 9AM and 5PM
- 137R Message with an Appointment Rejection Reason of **AR04** – No Available Time Slot - will be sent to the Supplier if no appointment time slots are available for the date / time slot selected on thr 017 or 030 Market Message.

## **6. PMP (Prepayment Meters)**

### **6.1 Overview of PMP**

The PMP tab is only visible to suppliers who participate in the Prepayment scheme provided by ESB Networks and CRU. Suppliers who do not participate in this will not see this tab. If you opt into the Prepayment scheme, you will need to contact [rmds@esb.ie](mailto:rmds@esb.ie) for access to view the PMP tab.

The purpose of the PMP option on the Extranet is to facilitate Suppliers in managing their Prepayment requests by manually logging requests on the Extranet and viewing previously logged requests. If a Supplier logs a request for an MPRN at which they are not the current Registered Supplier, the request will be rejected by ESB Networks and the status on the request will be changed to Rejected. Suppliers will only be able to view/download requests for MPRN's which they requested. The exception to this rule is the Register New Customer option as the CoS in the Central Market System will not have completed at that stage.

The following options are available:

- **Install a Prepayment meter**
- **Register new customer**
- **Prepay to Credit**
- **Credit to Prepay**
- **Change of Legal Entity**
- **De-Activate**

### **6.2 Scope of PMP**

- All MPRNs which have a Prepayment meter installed or;
- MPRNs which are eligible for a Prepayment meter and the install is requested on the Extranet

### **6.3 Functionality of PMP**

The PMP function is opened by clicking on the appropriate menu tab. There is the facility to Log, Search/View a request, Export records in CSV format. The functionality will be described by walking through the available options:

- a) **Log a request**
- b) **Search/View existing request by:**
  - **MPRN**
  - **Date From/To**
  - **PMP Status**

- **General search**

- c) **Column Headings and Navigational Buttons**

- a) **Log a Request**

The screenshot shows a navigation bar with tabs: VIEW APPOINTMENTS, MPRN ENQUIRY, NEW CONNECTIONS, MESSAGES, and PMP. The PMP tab is circled in red. Below the navigation bar, the text "Pre-Payment Meters" is displayed. A yellow button labeled "Log A Request" is highlighted. Below this are search filters: "MPRN:" with a text input field, "Search From:" with a text input field and a calendar icon, "PMP Status:" with a dropdown menu set to "All", and "Search To:" with a text input field and a calendar icon. At the bottom of the filter section are three buttons: "Search", "Clear", and "Export CSV". Below the filters is a table header with columns: MPRN, Premise, Request, Status, Customer, and Created.

- Click 

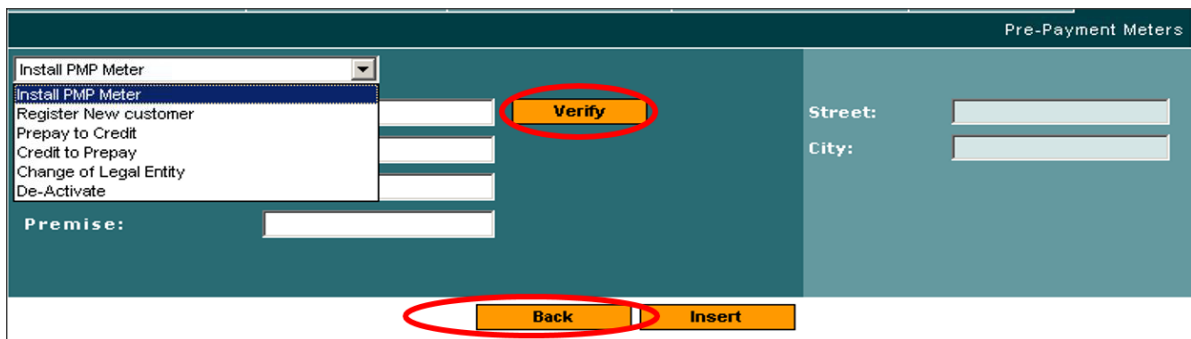
This screenshot is identical to the previous one, but the "Log A Request" button is circled in red to indicate it is the next step.


- The following screen will appear – click drop down



The screenshot shows the "Register New customer" form. At the top left, there is a dropdown menu with a downward arrow, circled in red. Below this are four input fields: "MPRN: \*", "Customer Name: \*", "Premise:", and "TCC: \*". To the right of these fields is a yellow "Verify" button. Further right are two more input fields: "Street:" and "City:". At the bottom of the form are two yellow buttons: "Back" and "Insert".

- The following screen will appear – click drop down

- The following options are displayed in the drop down menu:
  - I. **Install PMP Meter**
  - II. **Register New Customer**
  - III. **Prepay to credit**
  - IV. **Credit to Prepay**
  - V. **Change of Legal Entity**
  - VI. **De-Activate**



- When logging a request there are a number of steps which are common to all options:
  - **Fields marked with an \* are mandatory**
  - **When request details are updated click the  button and the Meter Point Address associated with the MPRN will be displayed**
- There are two options available:

  - **Insert** - If the details are correct and the decision is to proceed with the request then click the **Insert** button and the request will be logged
  - **Back** - If the decision is not to proceed with the request then click the **Back** button. The request is not logged and the Extranet returns to the initial PMP screen
- The following sections will detail each option available under the Log Request function on the PMP Extranet

**I. Install PMP Meter**

- Supplier requests a PMP meter install at a premises which they are the registered Supplier
- Click PMP tab, Log Request, Click drop down and select Install PMP Meter

Install PMP Meter

MPRN: \*  **Verify**

Customer Name: \*

Customer Tel: \*

Premise:

**Back** **Insert**

- Fields marked with an \* are mandatory
- Input
  - **11 digit MPRN (\*)**
  - **Customer Name (\*)**
  - **Customer Telephone Number (\*)**
  - **Premise number (Keypad Premise Number – KPN) is optional**
- When the mandatory fields are updated click **Verify**
- After clicking the Verify button the Meter Point Address associated with the MPRN will automatically be displayed on the screen, as below

VIEW APPOINTMENTS | MPRN ENQUIRY | NEW CONNECTIONS | MESSAGES | PMP

Pre-Payment Meters

Install PMP Meter

MPRN: \*  **Verify**

House No:	<input type="text" value="1B"/>
Street:	<input type="text" value="BALLYROAN ROAD"/>
City:	<input type="text" value="DUBLIN 16"/>
County:	<input type="text" value="DB"/>
Postal Code:	<input type="text"/>

There are 2 options available:



VIEW APPOINTMENTS	MPRN ENQUIRY	NEW CONNECTIONS	MESSAGES	PMP
Pre-Payment Meters				
Install PMP Meter <input type="button" value="v"/>				
MPRN: *	<input type="text" value="10001183199"/>	<input type="button" value="Verify"/>	House No:	<input type="text" value="1B"/>
Customer Name: *	<input type="text"/>		Street:	<input type="text" value="BALLYROAN ROAD"/>
Customer Tel: *	<input type="text"/>		City:	<input type="text" value="DUBLIN 16"/>
Premise:	<input type="text"/>		County:	<input type="text" value="DB"/>
			Postal Code:	<input type="text"/>
		<input type="button" value="Back"/>	<input type="button" value="Insert"/>	

- If the details are correct and the Supplier decides to proceed with the Install request then click the **Insert** button and the Install request will logged on the Extranet

VIEW APPOINTMENTS	MPRN ENQUIRY	NEW CONNECTIONS	MESSAGES	PMP
Pre-Payment Meters				
Install PMP Meter <input type="button" value="v"/>				
MPRN: *	<input type="text" value="10001183199"/>	<input type="button" value="Verify"/>	House No:	<input type="text" value="1B"/>
Customer Name: *	<input type="text"/>		Street:	<input type="text" value="BALLYROAN ROAD"/>
Customer Tel: *	<input type="text"/>		City:	<input type="text" value="DUBLIN 16"/>
Premise:	<input type="text"/>		County:	<input type="text" value="DB"/>
			Postal Code:	<input type="text"/>
		<input type="button" value="Back"/>	<input type="button" value="Insert"/>	

- The request is shown on the Extranet with a status of Logged

VIEW APPOINTMENTS	MPRN ENQUIRY	NEW CONNECTIONS	MESSAGES	PMP	
Pre-Payment Meters					
<input type="button" value="Log A Request"/>					
MPRN:	<input type="text" value="10001183199"/>	PMP Status:	<input type="text" value="All"/>	<input type="button" value="v"/>	
Search From:	<input type="text"/>	Search To:	<input type="text"/>	<input type="button" value="v"/>	
		<input type="button" value="Search"/>	<input type="button" value="Clear"/>	<input type="button" value="Export CSV"/>	
MPRN	Premise	Request	Status	Customer	Created <input type="button" value="v"/>
10001183199		Install PMP Meter	Logged	Martin Thompson	19-Jul-2013

- If the Supplier decides not to proceed with the Install request then click the **Back** button

VIEW APPOINTMENTS | MPRN ENQUIRY | NEW CONNECTIONS | MESSAGES | PMP

Pre-Payment Meters

Install PMP Meter

MPRN: \* 10001183199 **Verify**

Customer Name: \*

Customer Tel: \*

Premise:

House No: 1B

Street: BALLYROAN ROAD

City: DUBLIN 16

County: DB

Postal Code:

**Back** **Insert**

- The request is not logged and the Extranet returns to Initial PMP screen

VIEW APPOINTMENTS | MPRN ENQUIRY | NEW CONNECTIONS | MESSAGES | PMP

Pre-Payment Meters

**Log A Request**

MPRN:

Search From:

MPR Status: All

Search To:

**Search** **Clear** **Export CSV**

MPRN | Premise | Request | Status | Customer | Created

- When Keypad Management Services (KMS) generate the Service Order for the MPRN which is requested on the Extranet they will update the Status on the Extranet from **Logged** to **In Progress**. The Status will remain as In Progress on the Extranet until the meter install is complete, when KMS change the Status to **Complete**
- In circumstances where KMS do not generate the Service Order they will update the status on the Extranet from **Logged** to **Rejected**
- All requests logged under the PMP Extranet tab will have one of the following

Rejected
Logged
In Progress
Complete

statuses:-

Pre-Payment Meters					
<a href="#">Log A Request</a>					
MPRN:	<input type="text"/>	PMP Status:	All		
Search From:	<input type="text"/>	Search To:	<input type="text"/>		
		<a href="#">Search</a>	<a href="#">Clear</a>	<a href="#">Export CSV</a>	
MPRN	Premise	Request	Status	Customer	Created
<a href="#">10013859010</a>		Install PMP Meter	Logged	Bernie Byrne	15-Apr-2013
<a href="#">10013859028</a>		Install PMP Meter	Rejected	Philip Bourke	15-Apr-2013
<a href="#">10013859035</a>		Register New customer	Logged	Niall Tutty	15-Apr-2013
<a href="#">10013859044</a>		Register New customer	Complete	John Conway	15-Apr-2013
<a href="#">10013858625</a>		Register New customer	Logged	Tom Hanratty	12-Apr-2013
<a href="#">10013858625</a>		Install PMP Meter	In Progress	Sara McCarthy	12-Apr-2013
<a href="#">10013858613</a>		Register New customer	Logged	Hannah Hanlon	12-Apr-2013
<a href="#">10013857355</a>		Register New customer	In Progress	Phil Dobson	12-Apr-2013
<a href="#">10013854204</a>		Install PMP Meter	Logged	Fergal Quinn	12-Apr-2013

## II. Register New Customer

Supplier wishes to register a customer on Liberty Client (CoS initiated in the Central Market System)

- Click PMP tab, Log Request, Click drop down menu and select Register New Customer option

VIEW APPOINTMENTS	MPRN ENQUIRY	NEW CONNECTIONS	MESSAGES	PMP
Pre-Payment Meters				
<div style="border: 1px solid black; padding: 5px;"> <span style="border: 1px solid red; border-radius: 50%; padding: 2px;">Register New customer</span> </div>				
MPRN: *	<input type="text"/>	<a href="#">Verify</a>	Street:	<input type="text"/>
Customer Name: *	<input type="text"/>		City:	<input type="text"/>
Premise:	<input type="text"/>			
TCC: *	<input type="text"/>			
<a href="#">Back</a>		<a href="#">Insert</a>		

- Fields marked with an \* are mandatory.
- Input
  - **11 digit MPRN (\*)**
  - **Customer Name (\*)**
  - **TCC (Tariffic configuration code) (\*)**
  - **Premise number (Keypad Premise Number – KPN) is optional**
- The process for logging the request is the same as described in the Install Meter option.
- When the mandatory fields are updated click **Verify** button and the Meter Point Address associated with the MPRN will be displayed on the screen.
- Click **Insert** to log the request or **Back** to return to the Initial PMP screen.



- If the request is logged on the Extranet, KMS will validate the request and when the transaction is completed in Liberty Client by KMS, they will update the Status on the Extranet to **Completed**. If there is any delay in completing the transaction KMS will update the Status on the Extranet to **In Progresses**. In event they do not complete the request KMS will update the status on the Extranet to **Rejected**.

**III. Prepay to credit**

**Supplier determines that a customer should be a credit customer and requires the meter to be reconfigured.**

- Click on the PMP tab, Log Request, Click drop down and select Prepay to Credit option

The screenshot shows a web interface with a navigation bar containing tabs: VIEW APPOINTMENTS, MPRN ENQUIRY, NEW CONNECTIONS, ELIGIBLE CUSTOMERS, MESSAGES, and PMP. The PMP tab is active, and the page title is 'Pre-Payment Meters'. A dropdown menu is open, showing 'Prepay to Credit' as the selected option, which is circled in red. Below the dropdown are input fields for 'MPRN:' and 'Customer Name: \*', followed by a 'Verify' button. To the right are input fields for 'Street:' and 'City:'. At the bottom are 'Back' and 'Insert' buttons.

This screenshot is identical to the one above, showing the 'Prepay to Credit' option selected in the dropdown menu. The form layout, including the 'Verify', 'Back', and 'Insert' buttons, and the input fields for MPRN, Customer Name, Street, and City, remains the same.

- Fields marked with an \* are mandatory.
  - Input
    - **11 digit MPRN (\*)**
    - **Customer Name (\*)**
  - The process for logging the request is the same as described in the Install Meter option.
  - When the mandatory fields are updated click **Verify** button and the Meter Point Address associated with the MPRN will be displayed on the screen.
  - Click Insert to log the request or Back to return to the Initial PMP screen.
- IV.** If the request is logged on the Extranet, KMS will validate the request, when the transaction is completed in Liberty Client by KMS they will update the Status on the Extranet to **Completed**. If there is any delay in completing the transaction KMS will update the Status on Extranet to **In Progresses**. In event they do not complete the request KMS will update the status on the Extranet to **Rejected**.

### Credit to Prepay

#### Supplier determines that a customer qualifies as eligible for a prepayment meter

- Click PMP tab, Log Request, Click drop down menu and select Credit to Prepay option

The screenshot shows a web interface with a navigation bar at the top containing tabs: 'VIEW APPOINTMENTS', 'MPRN ENQUIRY', 'NEW CONNECTIONS', 'MESSAGES', and 'PMP'. Below the navigation bar, there is a dropdown menu with 'Credit to Prepay' selected and circled in red. The main form area contains several input fields and buttons. On the left, there are two mandatory fields: 'MPRN: \*' and 'Customer Name: \*', each followed by an input box and a 'Verify' button. On the right, there are two optional fields: 'Street:' and 'City:', each followed by an input box. At the bottom of the form, there are two buttons: 'Back' and 'Insert'.

- Fields marked with an \* are mandatory.
- Input
  - **11 digit MPRN (\*)**
  - **Customer Name (\*)**
- The process for logging the request is the same as described in the Install Meter option.
- When the mandatory fields are updated click Verify button and the Meter Point Address associated with the MPRN will be displayed on the screen.
- Click Insert to log the request or Back to return to the Initial PMP screen.
- If the request is logged on the Extranet, KMS will validate the request, when the transaction is completed in Liberty Client by KMS they will update the Status on the Extranet to Completed. If there is any delay in completing the transaction KMS will update the Status on Extranet to In Progress. In event they do not complete the request KMS will update the status on the Extranet to Rejected.

#### **V. Change of Legal Entity**

This option is not used, the Supplier updates Liberty Client with customer details, there is no involvement of KMS or the Extranet in the process.

## VI. De-Activate


Following receipt of a 360MM indicating that a site has been de-energised, the Supplier requests KMS to amend the customer status in Liberty Client for the MPRN to de-activated.

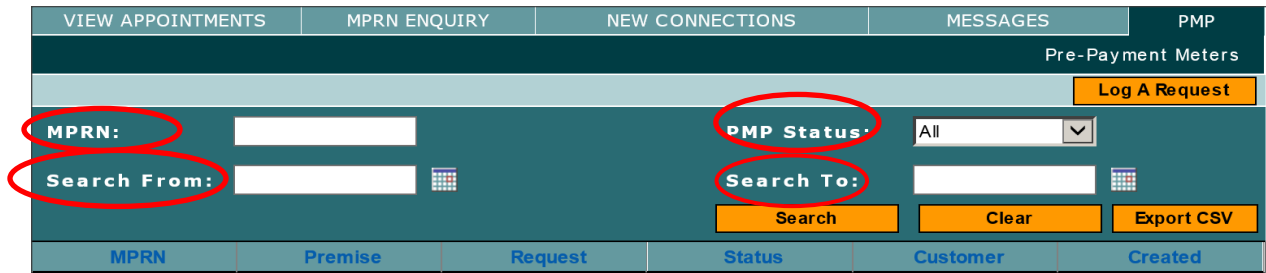
- Click PMP tab, Log Request, Click drop down menu and select De-Activate

The screenshot shows the PMP (Pre-Payment Meters) interface. At the top, there are navigation tabs: VIEW APPOINTMENTS, MPRN ENQUIRY, NEW CONNECTIONS, MESSAGES, and PMP. The PMP tab is active, and the text "Pre-Payment Meters" is displayed below it. A dropdown menu is open, showing "De-Activate" as the selected option, which is circled in red. Below the dropdown, there are input fields for "MPRN: \*" and "Customer Name: \*", both marked with an asterisk to indicate they are mandatory. A "Verify" button is positioned to the right of the MPRN field. To the right of these fields, there are input fields for "Street:" and "City:". At the bottom of the form, there are two buttons: "Back" and "Insert".

- Fields marked with an \* are mandatory
- Input
  - **11 digit MPRN (\*)**
  - **Customer Name (\*)**
- The process for logging the request is the same as described in the Install Meter option.
- When the mandatory fields are updated click **Verify** button and the Meter Point Address associated with the MPRN will be displayed on the screen.
- Click **Insert** to log the request or **Back** to return to the Initial PMP screen.
- If the request is logged on the Extranet, KMS will validate the request, when the transaction is completed in Liberty Client by KMS they will update the Status on the Extranet to Completed. If there is any delay in completing the transaction KMS will update the Status on Extranet to **In Progress**.
- In event they do not complete the request KMS will update the status on the Extranet to **Rejected**.

### b) Search/View request

- When using the search/view function first select the search option(s) and then click the  button. The records returned will be based on the search criteria
- A combination of search options can be used as part of the the same search, this can be of use in order to confine the search, the records returned will be based on the search criteria
  - **MPRN - Date From/To**
  - **MPRN – PMP Status**
  - **MPRN - PMP Status – Date From/To**
  - **PMP Status – Date From/To**



VIEW APPOINTMENTS	MPRN ENQUIRY	NEW CONNECTIONS	MESSAGES	PMP	
Pre-Payment Meters					
<a href="#">Log A Request</a>					
<b>MPRN:</b>	<input type="text"/>	<b>PMP Status:</b>	All	<input type="text"/>	
<b>Search From:</b>	<input type="text"/>	<b>Search To:</b>	<input type="text"/>	<input type="text"/>	
<a href="#">Search</a>		<a href="#">Clear</a>		<a href="#">Export CSV</a>	
MPRN	Premise	Request	Status	Customer	Created

#### Search Options

- **MPRN**
- **Date From/To**
- **PMP Status**
- **General Search**

**MPRN**

- Search using MPRN will display all records for the MPRN irrespective of Status.
- Other search options maybe used in conjunction with MPRN Search.
- Input 11 digit MPRN.
- PMP Status : All.
- Click Search button.
- To reset search parameters click Clear button.

The screenshot shows a navigation bar with tabs: VIEW APPOINTMENTS, MPRN ENQUIRY, NEW CONNECTIONS, MESSAGES, and PMP. Below the navigation bar is a section for 'Pre-Payment Meters' with a 'Log A Request' button. The search form includes an 'MPRN:' field with the value '1111122222', a 'PMP Status:' dropdown menu set to 'All', and 'Search From:' and 'Search To:' date pickers. The 'Search' button is highlighted with a red circle. Below the search form is a table with columns: MPRN, Premise, Request, Status, Customer, and Created.

- If a record does not exist for the MPRN no details will display, 0 – 0 of 0 MPRMs found.

This screenshot is identical to the one above, but the result text at the bottom right, '0 - 0 of 0 MPRNs found', is circled in red.

- Where the MPRN is found the details will be displayed, 1 -1 of 1 MPRN found.

Pre-Payment Meters [Log A Request](#)

NPRN:  PMP Status:

Search From:  Search To:

[Search](#) [Clear](#) [Export CSV](#)

MPRN	Premise	Request	Status	Customer	Created
10300438738		Register New customer	Logged	Pat Comerford	11-Apr-2013

1 - 1 of 1 MPRNs found

- Where more than one result for the MPRN is found all records will be displayed 1 – 2 of 2 MPRNs found

The screenshot shows the 'MPRN ENQUIRY' section of the website. At the top, there are navigation tabs: VIEW APPOINTMENTS, MPRN ENQUIRY, NEW CONNECTIONS, MESSAGES, and PMP. Below these is a 'Pre-Payment Meters' section with a 'Log A Request' button. The search area includes an 'MPRN:' field with the value '10013859002', a 'PMP Status:' dropdown menu set to 'All', and 'Search From:' and 'Search To:' date pickers. There are 'Search', 'Clear', and 'Export CSV' buttons. Below the search area is a table with the following data:

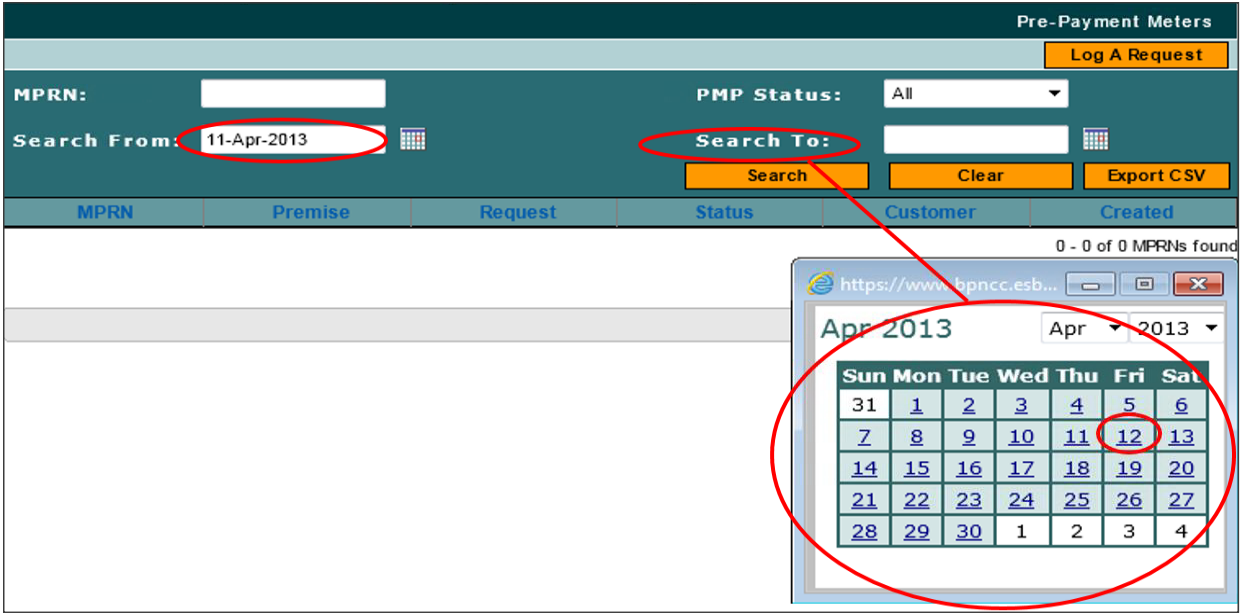
MPRN	Premise	Request	Status	Customer	Created
10013859002		Install PMP Meter	Complete	Aisling Andrew s	15-Apr-2013
10013859002		Register New customer	Logged	Bill Ryan	19-Jul-2013

At the bottom right of the table area, the text '1 - 2 of 2 MPRNs found' is displayed.

### Date From/To

- Use **Date From/To** for search.
- All records of MPRN request's created within the timeframe regardless of Status will be displayed.
- Where there is more than one record for an MPRN the result will only display the record for the period specified.
- Other search options maybe used in conjunction with Date From/To Search.
  - Select date range for search by clicking on the calender beside each field and selecting date.
  - PMP Status, Use the default status - All.
  - Click Search button.
  - To reset search parameters click clear button.



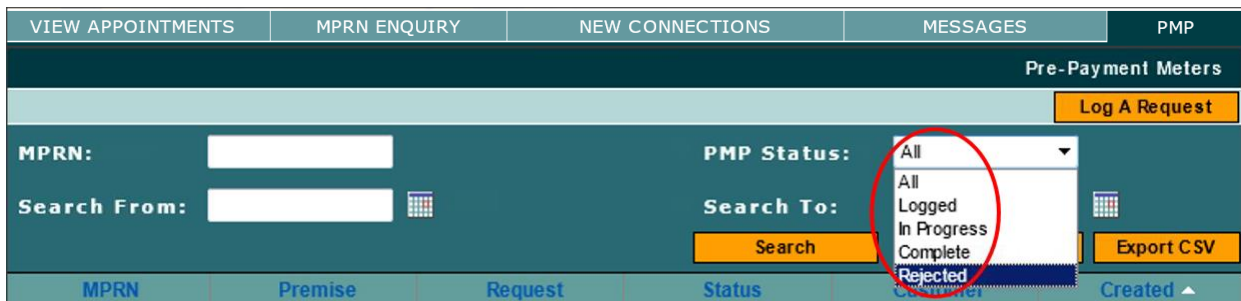


- Select Dates **From/To** - 11th April 2013 > 12th April 2013.
- PMP status : **All**.
- 16 records returned for the period selected.

VIEW APPOINTMENTS	MPRN ENQUIRY	NEW CONNECTIONS	MESSAGES	PMP	
Pre-Payment Meters					
<a href="#">Log A Request</a>					
MPRN:	<input type="text"/>	PMP Status:	All	<input type="text"/>	
Search From:	11-Apr-2013	Search To:	12-Apr-2013	<input type="text"/>	
<a href="#">Search</a>		<a href="#">Clear</a>		<a href="#">Export CSV</a>	
MPRN	Premise	Request	Status	Customer	Created
<a href="#">10001183199</a>		Register New customer	Logged	Martin Thompson	11-Apr-2013
<a href="#">10001183199</a>		Install PMP Meter	Logged	Martin Thompson	11-Apr-2013
<a href="#">10300438738</a>		Register New customer	Logged	Pat Comerford	11-Apr-2013
<a href="#">10013857636</a>		Register New customer	Logged	Paul Mullin	11-Apr-2013
<a href="#">10013858637</a>		Register New customer	Logged	Kevin Conlon	11-Apr-2013
<a href="#">10013858637</a>		Install PMP Meter	Logged	Ray Rafferty	11-Apr-2013
<a href="#">10300438927</a>		Install PMP Meter	Logged	Ollie Coffey	11-Apr-2013
<a href="#">10013858679</a>		Register New customer	Logged	Garry Morrissey	11-Apr-2013
<a href="#">10013854204</a>		Install PMP Meter	Logged	Liz Hartnett	11-Apr-2013
<a href="#">10300438775</a>		Register New customer	Logged	John Hickey	12-Apr-2013
<a href="#">10013857703</a>		Register New customer	Logged	Yvonne McWilliams	12-Apr-2013
<a href="#">10013854204</a>		Install PMP Meter	Logged	Fergal Quinn	12-Apr-2013
<a href="#">10013857355</a>		Register New customer	Logged	Phil Dobson	12-Apr-2013
<a href="#">10013858613</a>		Register New customer	Logged	Hannah Hanlon	12-Apr-2013
<a href="#">10013858625</a>		Install PMP Meter	Logged	Sara McCarthy	12-Apr-2013
<a href="#">10013858625</a>		Register New customer	Logged	Tom Hanratty	12-Apr-2013
1 - 16 of 16 MPRNs found					

**PMP Status**



- Search using PMP Status options.
- All records with selected Status will be displayed.
- Other search options maybe used in conjunction with PMP Status Search.
  - Click PMP Status drop down.
  - Select option.
  - Click Search button.
  - To reset search parameters click Clear button.



- **ALL** - All requests regardless of status.
  - **Logged** - Requests logged but not yet actioned by KMS.
  - **In Progress** - Requests actioned by KMS but not completed.
  - **Complete** - Requests completed by KMS.
  - **Rejected** - Requests rejected by KMS.
- Selected Status : **Rejected**.
  - 10 records were returned with a status of Rejected.

VIEW APPOINTMENTS	MPRN ENQUIRY	NEW CONNECTIONS	MESSAGES	PMP	
Pre-Payment Meters					
<a href="#">Log A Request</a>					
MPRN: <input type="text"/>		PMP Status: <input type="text" value="Rejected"/>			
Search From: <input type="text"/>		Search To: <input type="text"/>			
		<a href="#">Search</a>		<a href="#">Clear</a>	
<a href="#">Export CSV</a>					
MPRN	Premise	Request	Status	Customer	Created
<a href="#">10005481149</a>	12345	Install PMP Meter	Rejected	test	19-Oct-2011
<a href="#">11111111111</a>		Register New customer	Rejected	Test_data_ignore	19-Oct-2011
<a href="#">10005481149</a>	123456	Install PMP Meter	Rejected	test	19-Oct-2011
<a href="#">55555555555</a>		Credit to Prepay	Rejected	TEST_DATA_IGNORE	19-Oct-2011
<a href="#">10000298697</a>		Install PMP Meter	Rejected	Louise Curran Test	06-Dec-2011
<a href="#">10001183199</a>		Register New customer	Rejected	Martin Thompson	11-Apr-2013
<a href="#">10013859028</a>		Install PMP Meter	Rejected	Philip Bourke	15-Apr-2013
<a href="#">10013858929</a>		Register New customer	Rejected	Brian McDermot	15-Apr-2013
<a href="#">10300438903</a>		Register New customer	Rejected	Pat Convery	18-Apr-2013
<a href="#">10300438911</a>		Install PMP Meter	Rejected	Pat Taffe	18-Apr-2013
<a href="#">1 - 10 of 10 MPRNs found</a>					

### General Search

- The general Search option will select all records regardless of Status.
  - The PMP Status will default to All.
  - Other search fields MPRN, Date, are left blank.
  - Click Search button.
  - Up to 20 MPRN will appear on each webpage.
  - Click   to navigate between webpages.
  - To reset search parameters click clear button.
  - 50 records were returned.
-

Retail Market Participant Extranet Website Guide

Pre-Payment Meters					
MPRN: <input type="text"/>		PMP Status: <input type="text" value="All"/>		<a href="#">Log A Request</a>	
Search From: <input type="text"/>		Search To: <input type="text"/>		<a href="#">Export CSV</a>	
<a href="#">Search</a>		<a href="#">Clear</a>			
MPRN	Premise	Request	Status	Customer	Created
<a href="#">10300438775</a>		Register New customer	In Progress	John Hickey	12-Apr-2013
<a href="#">10013857703</a>		Register New customer	Logged	Yvonne McWilliams	12-Apr-2013
<a href="#">10013854204</a>		Install PMP Meter	Logged	Fergal Quinn	12-Apr-2013
<a href="#">10013857355</a>		Register New customer	In Progress	Phil Dobson	12-Apr-2013
<a href="#">10013858613</a>		Register New customer	Logged	Hannah Hanlon	12-Apr-2013
<a href="#">10013858625</a>		Install PMP Meter	Logged	Sara McCarthy	12-Apr-2013
<a href="#">10013858625</a>		Register New customer	Logged	Tom Hanratty	12-Apr-2013
<a href="#">10013859044</a>		Register New customer	Complete	John Conw ay	15-Apr-2013
<a href="#">10013859035</a>		Register New customer	Logged	Niall Tutty	15-Apr-2013
<a href="#">10013859028</a>		Install PMP Meter	Rejected	Philip Bourke	15-Apr-2013
<a href="#">10013859010</a>		Install PMP Meter	Logged	Bernie Byrne	15-Apr-2013
<a href="#">10013859002</a>		Install PMP Meter	Complete	Aisling Andrew s	15-Apr-2013
<a href="#">10013858821</a>		Register New customer	Logged	Donal Cunningham	15-Apr-2013
<a href="#">10013858833</a>		Register New customer	Complete	Helen Tw ome y	15-Apr-2013
<a href="#">10013858858</a>		Register New customer	Logged	Cathal Fay	15-Apr-2013
<a href="#">10013858882</a>		Register New customer	Complete	Larry O'Toole	15-Apr-2013
<a href="#">10013858894</a>		Install PMP Meter	Logged	Brendan New e	15-Apr-2013
<a href="#">10013858894</a>		Install PMP Meter	Complete	Fiona McWilliams	15-Apr-2013
<a href="#">10013858914</a>		Register New customer	Logged	Tom Hicks	15-Apr-2013
<a href="#">10013858929</a>		Register New customer	Rejected	Brian McDermot	15-Apr-2013

[Prev](#)   [Next](#)
21 - 40 of 50 MPRNs found

**Combination of Search Options**

- The search can be refined by using a combination search options. Select the search criteria and click the Search button.
  - MPRN - Date From/To : Search for individual MPRN for a specific timeframe.
  - PMP Status : Search for individual MPRN with a specific PMP Status
  - MPRN - PMP Status – Date From/To : Search for individual MPRN with selected PMP Status for a specific timeframe.
  - PMP Status – Date From/To : Search for records with a particular PMP Status for a specific timeframe.

**c) Column headings and navigational buttons**

- Data returned following a search will include

MPRN	Premise	Request	Status	Customer	Created ▲
10300438775		Register New customer	Logged	John Hickey	12-Apr-2013
10013857703		Register New customer	Logged	Yvonne McWilliams	12-Apr-2013
10013854204		Install PMP Meter	Logged	Fergal Quinn	12-Apr-2013
10013857355		Register New customer	Logged	Phil Dobson	12-Apr-2013
10013858613		Register New customer	Logged	Hannah Hanlon	12-Apr-2013
10013858625		Install PMP Meter	Logged	Sara McCarthy	12-Apr-2013
10013858625		Register New customer	Logged	Tom Hanratty	12-Apr-2013

- MPRN
  - Premise – this will only be returned if it is included in the original Supplier request detail
  - Request option
  - Status
  - Customer name
  - Date request Created
- Up to 20 MPRNs will appear on each webpage. Navigation will be through clicking
 

Prev	Next
------	------

 buttons

- The records returned can be ordered in ascending or descending by clicking on a column header e.g. records returned from search ordered in ascending creation date order

MPRN	Premise	Request	Supplier	Assign	Status	Customer	Created
10300438775		Register New customer	ESB		In Progress	John Hickey	12-Apr-2013
10013857703		Register New customer	ESB		Logged	Yvonne McWilliams	12-Apr-2013
10013854204		Install PMP Meter	ESB		Logged	Fergal Quinn	12-Apr-2013
10013857355		Register New customer	ESB		In Progress	Phil Dobson	12-Apr-2013
10013858613		Register New customer	ESB		Logged	Hannah Hanlon	12-Apr-2013
10013858625		Install PMP Meter	ESB		In Progress	Sara McCarthy	12-Apr-2013
10013858625		Register New customer	ESB		Logged	Tom Hanratty	12-Apr-2013
10013859044		Register New customer	ESB		Complete	John Conway	15-Apr-2013
10013859035		Register New customer	ESB		Logged	Niall Tutty	15-Apr-2013
10013859028		Install PMP Meter	ESB		Rejected	Phillip Bourke	15-Apr-2013
10013859010		Install PMP Meter	ESB		Logged	Bernie Byrne	15-Apr-2013
10013859002		Install PMP Meter	ESB		Complete	Aisling Andrews	15-Apr-2013
10013858821		Register New customer	ESB		Rejected	Donal Cunningham	15-Apr-2013
10013858833		Register New customer	ESB		Complete	Helen Twomey	15-Apr-2013
10013858858		Register New customer	ESB		Logged	Cathal Fay	15-Apr-2013
10013858882		Register New customer	ESB		Complete	Larry OToole	15-Apr-2013
10013858894		Install PMP Meter	ESB		Rejected	Brendan Newe	15-Apr-2013
10013858894		Install PMP Meter	ESB		Complete	Fiona McWilliams	15-Apr-2013
10013858914		Register New customer	ESB		Logged	Tom Hicks	15-Apr-2013
10013858929		Register New customer	ESB		Rejected	Brian McDermot	15-Apr-2013

1 - 20 of 23 MPRNs found

- When search results are displayed details of the original request can be displayed by clicking on the MPRN.
- Click on MPRN 10013857703.

VIEW APPOINTMENTS	MPRN ENQUIRY	NEW CONNECTIONS	MESSAGES	PMP	
Pre-Payment Meters					
<input type="button" value="Log A Request"/>					
MPRN:	<input type="text"/>	PMP Status:	All	<input type="button" value="v"/>	
Search From:	<input type="text"/> <input type="button" value="grid"/>	Search To:	<input type="text"/> <input type="button" value="grid"/>		
<input type="button" value="Search"/>		<input type="button" value="Clear"/>		<input type="button" value="Export CSV"/>	
MPRN	Premise	Request	Status	Customer	Created
10300438775		Register New customer	Logged	John Hickey	12-Apr-2013
10013857703		Register New customer	Logged	Yvonne McWilliams	12-Apr-2013
10013854204		Install PMP Meter	Logged	Fergal Quinn	12-Apr-2013
10013857355		Register New customer	Logged	Phil Dobson	12-Apr-2013

### Details of request logged for MPRN 10013857703

The screenshot shows a web interface with a navigation bar containing 'VIEW APPOINTMENTS', 'MPRN ENQUIRY', 'NEW CONNECTIONS', 'MESSAGES', and 'PMP'. Below the navigation bar is a header for 'Pre-Payment Meters'. The main form area includes a dropdown menu for 'Register New customer'. The form fields are as follows:

MPRN: *	10013857703	Street:	<input type="text"/>
Customer Name: *	Yvonne McWilliams	City:	<input type="text"/>
Premise:	<input type="text"/>		
TCC: *	0		
Status:	logged		

- To return to webpage display click Back Tab




### d) Export CSV

- Using the Export CSV tab Suppliers are able to download the contents in CSV format.

The screenshot shows a search interface for 'Pre-Payment Meters'. It includes a navigation bar with 'VIEW APPOINTMENTS', 'MPRN ENQUIRY', 'NEW CONNECTIONS', 'MESSAGES', and 'PMP'. Below the navigation bar is a header for 'Pre-Payment Meters' with a 'Log A Request' button. The search form includes the following fields and buttons:

MPRN:	<input type="text"/>	PMP Status:	All	<input type="text"/>
Search From:	<input type="text"/>	Search To:	<input type="text"/>	<input type="text"/>
		<b>Search</b>	Clear	Export CSV

- For the purpose of these instructions a Date From/To Search option is run and the contents downloaded in CSV format by clicking on the  tab, the file can either be opened or saved.

- Based on the search criteria used, 23 records were returned

MPRN:	PMP Status:	All					
Search From:	Search To:	15-Apr-2013					
Search		Clear	Export CSV				
MPRN	Premise	Request	Supplier	Assign	Status	Customer	Created
10300438775		Register New customer	ESB		In Progress	John Hickey	12-Apr-2013
10013857703		Register New customer	ESB		Logged	Yvonne McWilliams	12-Apr-2013
10013854204		Install PMP Meter	ESB		Logged	Fergal Quinn	12-Apr-2013
10013857355		Register New customer	ESB		In Progress	Phil Dobson	12-Apr-2013
10013858613		Register New customer	ESB		Logged	Hannah Hanlon	12-Apr-2013
10013858625		Install PMP Meter	ESB		In Progress	Sara McCarthy	12-Apr-2013
10013858625		Register New customer	ESB		Logged	Tom Hanratty	12-Apr-2013
10013859044		Register New customer	ESB		Complete	John Conway	15-Apr-2013
10013859035		Register New customer	ESB		Logged	Niall Tutty	15-Apr-2013
10013859028		Install PMP Meter	ESB		Rejected	Philip Bourke	15-Apr-2013
10013859010		Install PMP Meter	ESB		Logged	Bernie Byrne	15-Apr-2013
10013859002		Install PMP Meter	ESB		Complete	Aisling Andrews	15-Apr-2013
10013858821		Register New customer	ESB		Rejected	Donal Cunningham	15-Apr-2013
10013858833		Register New customer	ESB		Complete	Helen Twomey	15-Apr-2013
10013858858		Register New customer	ESB		Logged	Cathal Fay	15-Apr-2013
10013858882		Register New customer	ESB		Complete	Larry O'Toole	15-Apr-2013
10013858894		Install PMP Meter	ESB		Rejected	Brendan Newe	15-Apr-2013
10013858894		Install PMP Meter	ESB		Complete	Fiona McWilliams	15-Apr-2013
10013858914		Register New customer	ESB		Logged	Tom Hicks	15-Apr-2013
10013858929		Register New customer	ESB		Rejected	Brian McDermot	15-Apr-2013

1 - 20 of 23 MPRNs found

- The report should appear as follows:

	A	B	C	D	E	F	G	H	I
	MPRN	Premise No	Request Type	Supplier Code	Customer Name	Customer Telephone	TCC	Comments	Status
2	10300438775		Register New customer		John Hickey		0		In Progress
3	10013857703		Register New customer		Yvonne McWilliams		0		Logged
4	10013854204		Install PMP Meter		Fergal Quinn	8260402			Logged
5	10013857355		Register New customer		Phil Dobson		0		In Progress
6	10013858613		Register New customer		Hannah Hanlon		0		Logged
7	10013858625		Install PMP Meter		Sara McCarthy	2561236			In Progress
8	10013858625		Register New customer		Tom Hanratty		0		Logged
9	10013859044		Register New customer		John Conway		0		Complete
10	10013859035		Register New customer		Niall Tutty		0		Logged
11	10013859028		Install PMP Meter		Philip Bourke	8214569		PMP Meter already installed	Rejected
12	10013859010		Install PMP Meter		Bernie Byrne	2125469			Logged
13	10013859002		Install PMP Meter		Aisling Andrews	4569873			Complete
14	10013858821		Register New customer		Donal Cunningham		0	CoS completed	Rejected
15	10013858833		Register New customer		Helen Twomey		0		Complete
16	10013858858		Register New customer		Cathal Fay		0		Logged
17	10013858882		Register New customer		Larry O'Toole		0		Complete
18	10013858894		Install PMP Meter		Brendan Newe	8975623		Customer not registered with supplier	Rejected
19	10013858894		Install PMP Meter		Fiona McWilliams	4563218			Complete
20	10013858914		Register New customer		Tom Hicks		0		Logged
21	10013858929		Register New customer		Brian McDermot		0	No PMP meter installed	Rejected
22	10013858894		Install PMP Meter		Kevin Kelly	7845123			Logged
23	10013858950		Register New customer		Lauren McElroy		0		Logged
24	10013858962		Register New customer		Susan Whyte		0		Logged

- The Fields included in the report are:

- MPRN
- Premises No
- Request Type
- Supplier Code
- Customer Name
- Customer Telephone
- TCC
- Comments
- Status



## 7. Market Message

### 7.1 Overview of Market Message Enquiry

The purpose of the Market Message option is to enable suppliers to effectively monitor all market message communication between themselves and ESB Networks. It allows a supplier to monitor inbound and outbound market messages. Results include the relevant MPRN, message name, market participant ref. number (for linking inbound/outbound messages), date received/sent, status.

The key/mandatory search field is the MPRN. A date range search is available but suppliers will not be able to enter date ranges without an MPRN or multiple MPRN's as part of the search.

### 7.2 Scope of Market Message Enquiry

All market messages inbound/outbound will be available to the relevant supplier. The message monitoring screen will only display those market messages relevant to the supplier who has logged in. This is particularly relevant in the case of a registration where there would be messages relating to different suppliers for a single MPRN.

### 7.3 Functionality of Market Message Enquiry

The Market Message Enquiry function is opened by clicking on the appropriate menu tab. The functionality will be described by stepping through the available search options:

- **Individual MPRN**
- **Multiple MPRNs**

Search by **Date** is used in conjunction with either individual or multiple MPRN search.

In all searches at least one option from the Process Section must be selected.

VIEW APPOINTMENTS	MPRN ENQUIRY	NEW CONNECTIONS	MESSAGES	PMP						
Messages										
MPRN		<input type="text"/>	<input type="button" value="Search"/>	<input type="button" value="Clear"/>						
Choose Process										
Change of Supplier Reg		<input type="checkbox"/>	Meter Works <input type="checkbox"/>							
New Connections Reg		<input type="checkbox"/>	Data Processing <input type="checkbox"/>							
De-Registrations		<input type="checkbox"/>	All <input type="checkbox"/>							
Customer Details		<input type="checkbox"/>								
Multiple MPRNs										
Search by Dates										
<input type="checkbox"/>	MPRN	MP Bus Ref No	Network Ref No	Networks IDOC num	MSG Type	Sup ID	MSG Status	Order Status	Date Received/Sent	Time

The Process section has 7 different processes, a search can be generated for one specific process or a combination of processes.

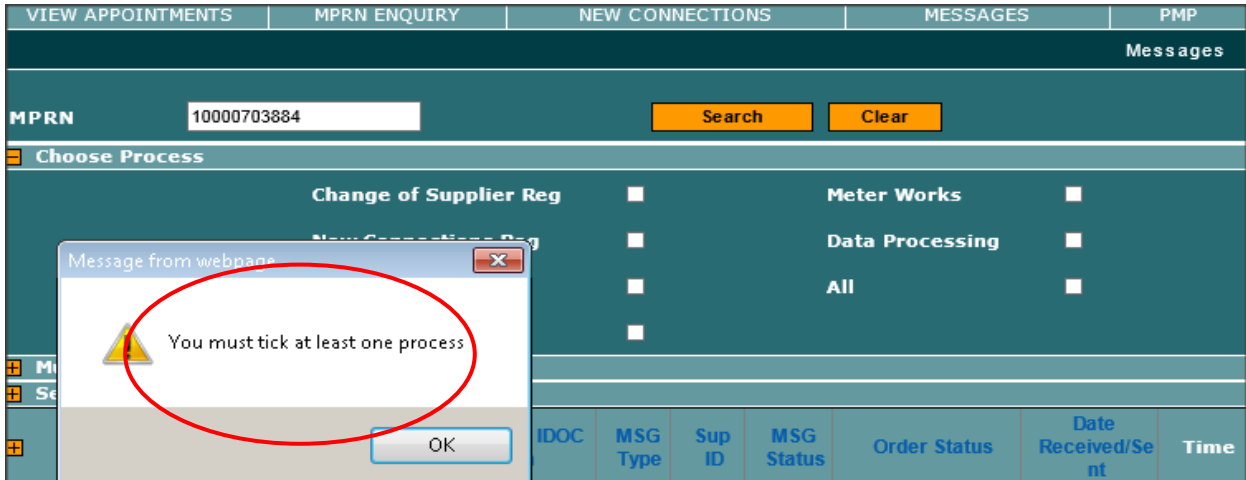
**Note:** the **All** search option cannot be used in conjunction with other search options. The options available are:


- **Change of Supplier Registrations**
- **New Connections Registrations**
- **De-registration**
- **Customer Details**
- **Meter Works**
- **Data Processing**
- **All messages**

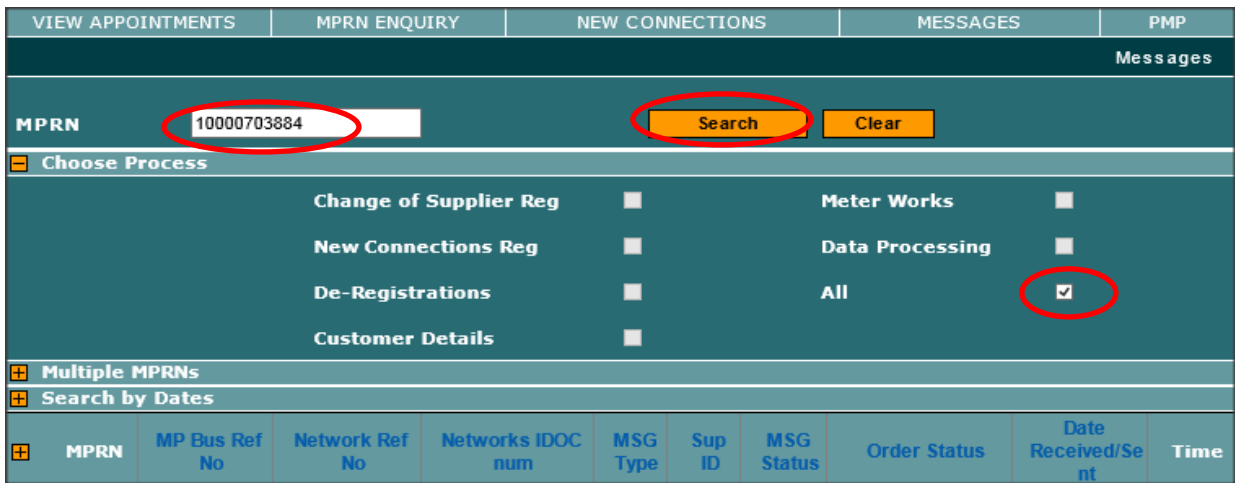
The groupings of messages per process area is detailed in **Appendix B : Groupings of Messages per Process** .

### Individual MPRN Search

- Search using MPRN.
- If no date is specified the default is the last 365 days.
- Other search options maybe used in conjunction the MPRN search – Date From/To, select Single/Multiple/All options from Process Section.
- Input 11 digit MPRN.
- At least one of the options in the Process Section must be selected. The results returned will depend on the process options selected. If all market messages relating to the MPRN are required then the ALL button should selected.
- If no option is selected in the Process Section an error message will appear.



- Click  button



- The number of market messages that have been returned following the search is displayed – Total Hits.
- Click on the MPRN to display the full list of market messages.

VIEW APPOINTMENTS	MPRN ENQUIRY	NEW CONNECTIONS	MESSAGES	PMP					
Messages									
MPRN	<input type="text" value="10000703884"/>	<input type="button" value="Search"/>	<input type="button" value="Clear"/>						
Choose Process									
Change of Supplier Reg	<input type="checkbox"/>	Meter Works	<input type="checkbox"/>						
New Connections Reg	<input type="checkbox"/>	Data Processing	<input type="checkbox"/>						
De-Registrations	<input type="checkbox"/>	All	<input checked="" type="checkbox"/>						
Customer Details	<input type="checkbox"/>								
Multiple MPRNs									
Search by Dates									
MPRN	MP Bus Ref No	Network Ref No	Networks IDOC num	MSG Type	Sup ID	MSG Status	Order Status	Date Received/Sent	Time
10000703884									
									Total Hits : 8

- o The 8 market messages are displayed

VIEW APPOINTMENTS	MPRN ENQUIRY	NEW CONNECTIONS	MESSAGES	PMP					
Messages									
MPRN	<input type="text" value="10000703884"/>	<input type="button" value="Search"/>	<input type="button" value="Clear"/>						
Choose Process									
Change of Supplier Reg	<input type="checkbox"/>	Meter Works	<input type="checkbox"/>						
New Connections Reg	<input type="checkbox"/>	Data Processing	<input type="checkbox"/>						
De-Registrations	<input type="checkbox"/>	All	<input checked="" type="checkbox"/>						
Customer Details	<input type="checkbox"/>								
Multiple MPRNs									
Search by Dates									
MPRN	MP Bus Ref No	Network Ref No	Networks IDOC num	MSG Type	Sup ID	MSG Status	Order Status	Date Received/Sent	Time
10000703884		010060288174	0000000240345802	300		Ended with OK	N/A	27.05.2013	06:32:11
		010415225981	0000000240627254	305		Ended with OK	N/A	19.03.2013	13:00:12
		010385912352	0000000235728098	300		Ended with OK	N/A	24.01.2013	06:30:13
		010463964560	0000000230019323	305		Ended with OK	N/A	14.11.2012	12:57:01
		020391285263	0000000227836475	300		Ended with OK	N/A	18.10.2012	18:32:19
		020391285262	0000000227836464	300		Ended with OK	N/A	18.10.2012	18:32:18
		010453048816	0000000225123019	300		Ended with OK	N/A	19.09.2012	06:29:22
		010433860521	0000000220125260	300		Ended with OK	N/A	25.07.2012	06:27:26
									Total Hits : 8


- Messages on the message monitoring tab when **initially** displayed must be sorted by Date Received/Sent in descending order, the newest messages on top and the oldest at the bottom. **Sorting by date will be nested within the 'MP Bus Ref No'.**
- It is also possible to change the default sorting behaviour described in above requirement and allow the user to sort by either of the column headings. E.g. it is possible to sort by MP Bus Ref, Net Ref, MSG Types, Date etc.
  
- The following Header Columns are displayed and data will be populated as appropriate:
  - **MPRN**
  - **MP Bus Ref No**
  - **Network Ref No**
  - **Networks IDOC num**
  - **MSG Type**
  - **Sup ID**
  - **MSG Status**
  - **Order Status**
  - **Date Received/Sent**
  - **Time**
  
- Only market messages **017** and **030** will display their current order status all other messages will show an order status of **N/A**.
  
- The sort order for displaying IDOC's will be in the following hierarchy:
  - **MPRN**
  - **Market Participant Reference Number**
  - **Networks Reference Number**
  - **Date (most recent to previous)**
  - **Time (most recent to previous)**
  - **Inbound**
  - **Outbound**
  
- The IDOC number is displayed but it is not possible to drill down to the level of detail to show the IDoC segments.
  
- If no messages are retrieved for the MPRN search the output message " No message exist for this. Please check that you are the registered supplier for this MPRN" will appear.

MPRN	MP Bus Ref No	Network Ref No	Networks IDOC num	MSG Type	Sup ID	MSG Status	Order Status	Date Received/Sent	Time
10001126630	No messages exist for this. Please check that you are the registered supplier for this MPRN.								

**Multiple MPRN Search**

- Search using multiple MPRN's.
- The multi field search box facilitates the entering of up to 20 MPRNs manually.
- If no date is specified the default is the last 365 days.

Other search options maybe used in conjunction the MPRN search – **Date From/To**, select **Single/Multiple/All** in Process Section.

- Click Multiple MPRNs to open search facility 

**Choose Process**

Change of Supplier Reg	<input type="checkbox"/>	Meter Works	<input type="checkbox"/>
New Connections Reg	<input type="checkbox"/>	Data Processing	<input type="checkbox"/>
De-Registrations	<input type="checkbox"/>	All	<input type="checkbox"/>
Customer Details	<input type="checkbox"/>		

**Multiple MPRNs**

Enter MPRNs


**Search by Dates**

MPRN	MP Bus Ref No	Network Ref No	Networks IDOC num	MSG Type	Sup ID	MSG Status	Order Status	Date Received/Sent	Time
------	---------------	----------------	-------------------	----------	--------	------------	--------------	--------------------	------

- Enter the 11 digit MPRNs.
- At least one of the options in the Process Section must be selected. The results returned will depend on the process options selected. If all market messages relating to the MPRNs are required then the **ALL** button should be selected.

**Choose Process**

Change of Supplier Reg <input type="checkbox"/>	Meter Works <input type="checkbox"/>
New Connections Reg <input type="checkbox"/>	Data Processing <input type="checkbox"/>
De-Registrations <input type="checkbox"/>	All <input checked="" type="checkbox"/>
Customer Details <input type="checkbox"/>	


**Multiple MPRNs**

Enter MPRNs

10301888250	10001126631	10000703884	1035617904
10000141756	10003821051		


**Search by Dates**

MPRN	MP Bus Ref No	Network Ref No	Networks IDOC num	MSG Type	Sup ID	MSG Status	Order Status	Date Received/Sent	Time
------	---------------	----------------	-------------------	----------	--------	------------	--------------	--------------------	------

- Click  button.
- The result will show the MPRNs requested in MPRN ascending order and the total number of messages (Hits):

+ Multiple MPRNs									
+ Search by Dates									
+ MPRN	MP Bus Ref No	Network Ref No	Networks IDOC num	MSG Type	Sup ID	MSG Status	Order Status	Date Received/Sent	Time
<a href="#">10000141756</a>									
<a href="#">10000703884</a>									
<a href="#">10001126631</a>									
<a href="#">10003821051</a>									
<a href="#">10301888250</a>									
<a href="#">10305617904</a>									

Total Hits : 122

- Click on the MPRN  to display the market messages for all selected MPRNs.

+ Multiple MPRNs									
+ Search by Dates									
+ MPRN	MP Bus Ref No	Network Ref No	Networks IDOC num	MSG Type	Sup ID	MSG Status	Order Status	Date Received/Sent	Time
<a href="#">10000141756</a>									
<a href="#">10000703884</a>									
<a href="#">10001126631</a>									
<a href="#">10003821051</a>									
<a href="#">10301888250</a>									
<a href="#">10305617904</a>									

Total Hits : 122

- The market messages can be displayed for each MPRN individually by clicking on the selected MPRN. To close the MPRN market message details click on the MPRN:




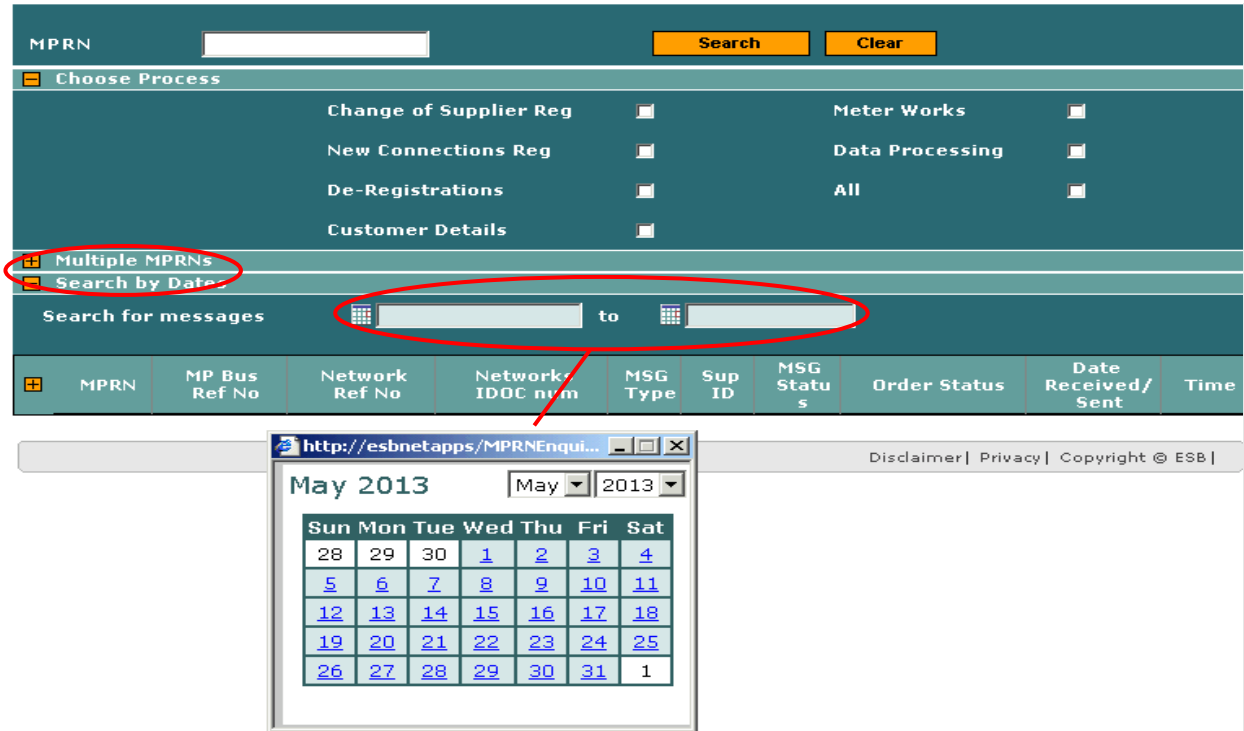
- The market messages for the other MPRNs can be displayed by clicking on the MPRN without closing open MPRNs:

MPRN	MP Bus Ref No	Network Ref No	Networks IDOC num	MSG Type	Sup ID	MSG Status	Order Status	Date Received/Sent	Time
<a href="#">10000141756</a>									
<a href="#">10000703884</a>									
<a href="#">10001126631</a>									
<a href="#">10003821051</a>									
<a href="#">10301888250</a>	5a2c599e3dc2418db7e477deea9d7ea7	010484930817	0000000246577117	300		Ended with OK	N/A	22.05.2013	06:41:20
		010484930816	0000000246577111	305		Ended with OK	N/A	22.05.2013	06:41:19
		010415407208	0000000246541884	300W		Ended with OK	N/A	22.05.2013	00:09:44
			0000000246495955	210		Ended with OK	N/A	22.05.2013	00:09:29
		010415407208	0000000245754577	305		Ended with OK	N/A	14.05.2013	13:31:19
		010464284454	0000000240727330	300		Ended with OK	N/A	20.03.2013	06:38:31
		010395547881	0000000235015437	300		Ended with OK	N/A	16.01.2013	13:17:09
			0000000231277039	210		Ended with OK	N/A	28.11.2012	17:14:33
		010484369106	0000000229530681	305		Ended with OK	N/A	08.11.2012	13:25:08
		010022236708	0000000224862175	300		Ended with OK	N/A	17.09.2012	06:43:52
			0000000219555883	210		Ended with OK	N/A	18.07.2012	19:26:04
	a4857d30f2cc459f932cf2571d7c2298	010405109530	0000000231293483	300		Ended with OK	N/A	28.11.2012	18:41:24
	32f2ff08dcb2438fa63d98abd87242d5	010404645229	0000000219598942	300		Ended with OK	N/A	18.07.2012	19:48:41
<a href="#">10305617904</a>									

**Search by Dates**

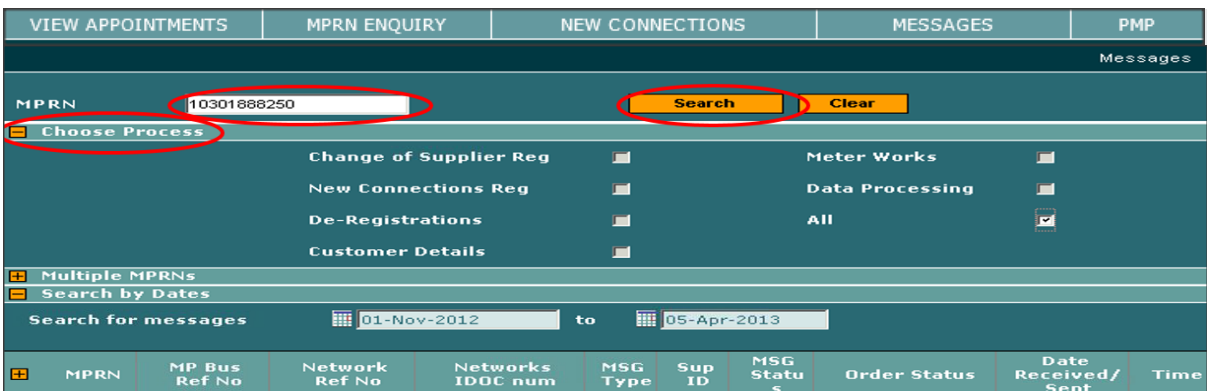
- The search by date function maybe used in conjunction with either individual MPRN search or multiple MPRN search.
- The use of date range is to limit the search period. It is not a mandetory field and if not selected the date range is defaulted at 365 days.

- Click  Search by **Dates** and select **From/To** dates from drop down:




The screenshot shows the MPRN Enquiry interface. At the top, there is an MPRN input field and 'Search' and 'Clear' buttons. Below this is a 'Choose Process' section with several options: Change of Supplier Reg, New Connections Reg, De-Registrations, Customer Details, Meter Works, Data Processing, and All. The 'Multiple MPRNs' and 'Search by Dates' options are circled in red. Below these is a 'Search for messages' section with two date input fields, also circled in red. At the bottom, there is a table with columns: MPRN, MP Bus Ref No, Network Ref No, Network IDOC num, MSG Type, Sup ID, MSG Status, Order Status, Date Received/Sent, and Time. A date calendar for May 2013 is overlaid on the interface, showing the date 11 is selected.

- Input 11 digit MPRN, Choose **Process** and click **Search**.



This screenshot shows the MPRN Enquiry interface with search criteria filled in. The MPRN field contains '10301888250'. The 'Search' and 'Clear' buttons are circled in red. The 'Choose Process' section is also circled in red, and the 'All' option is selected. The 'Search by Dates' section shows a date range from '01-Nov-2012' to '05-Apr-2013'. The table at the bottom is the same as in the previous screenshot.

- Click on the MPRN  to display the market messages for the date range selected:

VIEW APPOINTMENTS	MPRN ENQUIRY	NEW CONNECTIONS	MESSAGES	PMP					
Messages									
MPRN		<input type="text" value="10301888250"/>	<input type="button" value="Search"/>	<input type="button" value="Clear"/>					
<input type="checkbox"/> Choose Process									
Change of Supplier Reg		<input type="checkbox"/>	Meter Works <input type="checkbox"/>						
New Connections Reg		<input type="checkbox"/>	Data Processing <input type="checkbox"/>						
De-Registrations		<input type="checkbox"/>	All <input checked="" type="checkbox"/>						
Customer Details		<input type="checkbox"/>							
<input type="checkbox"/> Multiple MPRNs									
<input type="checkbox"/> Search by Dates									
MPRN	MP Bus Ref No	Network Ref No	Networks IDOC num	MSG Type	Sup ID	MSG Status	Order Status	Date Received/Sent	Time
<b>10301888250</b>		010464284454	0000000240727330	300		Ended with OK	N/A	20.03.2013	06:38:31
		010395547881	0000000235015437	300		Ended with OK	N/A	16.01.2013	13:17:09
			0000000231277039	210		Ended with OK	N/A	28.11.2012	17:14:33
		010484369106	0000000229530681	305		Ended with OK	N/A	08.11.2012	13:25:08
	a4857d30f2cc459f932cf2571d7c2298	010405109530	0000000231293483	300		Ended with OK	N/A	28.11.2012	18:41:24
Total Hits : 5									

## 8 Appendix A – Data definitions and Values

Data Item	Definition	List of values
<b>MPRN</b>	Refer to the published Market Design on the RMDS website	Valid MPRNs where Meter Point Status is <i>Assigned, Energised, De-energised</i> or <i>Terminated</i>
<b>Customer Name</b>	The name of the person or organisation	Valid name as it appears on the connection agreement
<b>Meter Point Address</b>	Refer to the published Market Design on the RMDS website	Structured address
<b>Metering Class</b>	Code to indicate whether a connection is billed as QH or Non Interval	<ul style="list-style-type: none"> <li>▪ QH – Non Smart</li> <li>▪ NQH– Non Smart</li> <li>▪ HH – Smart Interval</li> <li>▪ NHH – Smart Non-Interval</li> </ul>
<b>Meter Configuration Code</b>	Refer to the published Market Design on the RMDS website	Refer to <i>Meter Configuration Code Guidance Notes</i> document for list of valid MCC codes
<b>Eligibility for QH metering</b>	Indicates if the connection is eligible for QH metering as per the current threshold values.	<ul style="list-style-type: none"> <li>▪ Yes</li> <li>▪ No</li> <li>▪ “ ” (blank) (where eligibility has not been determined)</li> </ul>
<b>Meter Point Status</b>	Refer to the published Market Design on the RMDS website	<ul style="list-style-type: none"> <li>▪ Assigned</li> <li>▪ Energised</li> <li>▪ De-energised</li> <li>▪ Terminated</li> </ul>
<b>De-energised &gt; 6 months</b>	<p>Where the Meter Point Status = <i>De-energised</i>, this data item is displayed. The Meter Point Status date is compared to the current date and a value of Yes is displayed if the difference is &gt; 6 months.</p> <p>Connections de-energised &gt; 6 months require an electrical completion certificate. Note, for MPRNs with an MIC <math>\geq</math> 100kVA, a signed Connection Agreement is required before re-energisation can take place.</p>	<ul style="list-style-type: none"> <li>▪ Yes</li> <li>▪ No</li> </ul>
<b>Registration Status</b>	This status indicates if the MPRN is registered to a Supplier.	<ul style="list-style-type: none"> <li>▪ Registered</li> <li>▪ Unregistered</li> </ul>
<b>Connection Agreement</b>	Indicates if a Connection Agreement between ESB Networks and the Customer is in place, is outstanding or is being revised at the request of the customer.	<ul style="list-style-type: none"> <li>▪ Active ( Connection Agreement in place)</li> <li>▪ In Progress (Connection Agreement outstanding or revision in progress)</li> </ul>
<b>Trading Site Flag</b>	Where the site is recorded as a Trading Site a value of Yes is displayed. Else the data item and result will be blank.	<ul style="list-style-type: none"> <li>▪ Yes</li> <li>▪ Blank</li> </ul>
<b>Essential Plant Flag</b>	where the flag appears with a value of 1 it will mean that there is essential plant at this MPRN	<ul style="list-style-type: none"> <li>▪ Yes</li> <li>▪ No</li> <li>▪ Blank</li> </ul>
<b>DUoS Group</b>	Refer to the published Market Design on the RMDS website	Refer to the published Market Design on the RMDS website

<b>Maximum Import Capacity</b>	Refer to the published Market Design on the RMDS website	Value (in kVA)
<b>Maximum Export Capacity</b>	Refer to the published Market Design on the RMDS website	Value (in kVA)
<b>Connection Voltage</b>	This is the Voltage at the point of connection	<ul style="list-style-type: none"> <li>▪ LV</li> <li>▪ MV</li> <li>▪ 38kV</li> <li>▪ 110kV</li> </ul>
<b>Customer Information – Customer Attributes</b>	This field displays delimited values which describe vulnerable customer attributes. The life and non life support value will only be displayed on the Extranet if customer permission granted.	<p>Displayed in numeric values</p> <p><b>SSR</b></p> <p>0001 – visually impaired  0002 – speech impaired  0003 – hearing impaired  0004 – elderly  0005 – language difficulty  0006 – learning difficulty  0007 – mobility impaired  0008 – Dexterity Impaired  0009 – Mental health  0010 – Other</p> <p><b>PSR</b></p> <p>0003 – Life support (only displayed if customer has given permission)  0004– Non life support (only displayed if customer has given permission)  0005 – Medical Institution</p>
<b>Meter Location</b>	Refer to the published Market Design on the RMDS website	Refer to the published Market Design on the RMDS website. Description is displayed, not code.
<b>Last Actual Read Date</b>	Refer to the published Market Design on the RMDS website	Date in DD.MM.YYYY format
<b>Read Cycle Day</b>	Refer to the published Market Design on the RMDS website	Refer to the published Market Design on the RMDS website
<b>Next Read Date</b>	Indicates the next scheduled meter reading date for Non Interval MPRNs	Date in DD.MM.YYYY format
<b>Meter Category</b>	Refer to the published Market Design on the RMDS website	Refer to the published Market Design on the RMDS website
<b>Serial Number</b>	Refer to the published Market Design on the RMDS website	Refer to the published Market Design on the RMDS website
<b>Date Meter Installed</b>	Indicates the date that the meter was installed	Date in DD.MM.YYYY format
<b>Meter Register Sequence</b>	Refer to the published Market Design on the RMDS website	Refer to the published Market Design on the RMDS website
<b>Timeslot</b>	Refer to the published Market Design on the RMDS website	Refer to the published Market Design on the RMDS website
<b>Pre Decimal digits</b>	Refer to the published Market Design on the RMDS website	Refer to the published Market Design on the RMDS website
<b>Post decimal digits</b>	Refer to the published Market Design on the RMDS website	Refer to the published Market Design on the RMDS website

<b>Date MPRN Assigned</b>	Indicates the date that the Meter Point Status was set to <i>Assigned</i> i.e. the MPRN became available to the competitive market	Date in DD.MM.YYYY format
<b>Contact Telephone Number</b>	Contact telephone number, as advised by the customer.	<ul style="list-style-type: none"> <li>▪ Telephone Number</li> <li>▪ “ “ (blank) (where not available or permission for contact not given by the customer)</li> </ul>
<b>Premise Number</b>	Keypad Premise Number ( KPN)	<ul style="list-style-type: none"> <li>▪ Unique 19 Digit Number</li> <li>▪ The first 10 digits of the Premise number represent the supplier and the Client code, the next 8 digits represent the customer ID or the meter number and the last digit is a check sum digit</li> </ul>
<b>Smart Non Participation code</b>	Code to identify Smart Non Participation details	<p>Displayed in numerical values. The 3 codes for this field on the MPRN Enquiry tab are:</p> <ul style="list-style-type: none"> <li>▪ 02 Non Technical Non Participation</li> <li>▪ 03 Multiple Visits No Access</li> <li>▪ 04 Smart Meter Exchange Deferred</li> </ul>
<b>Smart Data Services</b>	Code to identify Smart Data Services	<p>Displayed in numerical values The 2 codes for this field on the MPRN Enquiry tab are:</p> <ul style="list-style-type: none"> <li>▪ 01 Interval Services</li> <li>▪ 02 Non Interval Services</li> </ul> <p>The code for this field on the New Connections tab is:</p> <ul style="list-style-type: none"> <li>▪ 02 Non Interval Services</li> </ul>
<b>Comms Technically Feasible</b>	Code to indicate to a supplier the feasibility of the Communications to the Smart meter	<p>Displayed in numerical values The 4 codes for this field are:</p> <ul style="list-style-type: none"> <li>▪ 01 Comms proving failed</li> <li>▪ 02 Non Interval Service standard of quality</li> <li>▪ 03 Interval Service standard of quality</li> <li>▪ 04 Remote Re-energisation Pre Payment standard of quality</li> </ul>
<b>DUoS Billing Frequency</b>	Duos Billing Frequency is a code that indicates the frequency of Duos billing at the meter point. This value will only be displayed for Interval Sites, it will be blank for Non-Interval Sites	<p>The code for this field is:</p> <ul style="list-style-type: none"> <li>▪ B, Bi-Monthly.</li> </ul>
<b>Duos Billing Cycle</b>	Duos Billing Cycle Day refers to the day in a 41 working day cycle (ROI) that a Half Hourly meter is due to be Duos Billed. This value will only be displayed for Interval Sites, it will be blank for Non-Interval Sites	The code for Billing Cycle is a numeric value between 01 – 41

## 9. Appendix B – Groupings of messages per process

### 1. New Connections Registrations

- This search should only bring up New Connection registration specific messages for the MPRN entered.
  - **010 – Registration Request**
  - **011 - Cancel Registration Request**
  - **101 - New Connection – Registration Acceptance**
  - **101P: New Connection – Provisional Acceptance**
  - **101R: New Registration Rejection**
  - **111: Registration Cancellation (New Supplier)**
  - **111R: Change of Supplier – Cancellation Request Rejection**

### 2. Change of Supply Registrations

- This search should only bring up Change of Supplier registration specific messages for the MPRN entered.
    - **010 – Registration Request**
    - **011 - Cancel Registration Request**
    - **011A - Cancel Change of Supplier Agreement**
    - **012 – Notification of Objection**
    - **012W – Withdrawal of objection**
    - **102: Change of Supplier Registration Acceptance**
    - **102P: Change of Supplier Registration Provisional Acceptance**
    - **102R: Change of Supplier – Registration Rejection**
    - **105: Change of Supplier Confirmation (New Supplier)**
    - **105L Change of Supplier Confirmation (Old Supplier)**
    - **110: Notification to Old Supplier of a Change of Supplier**
    - **111: Registration Cancellation (New Supplier)**
    - **111L: Registration Cancellation – Cancellation of Customer Loss (Old Supplier)**
    - **111A: Registration Cancellation Notification**
    - **111R: Change of Supplier – Cancellation Request Rejection**
    - **112: Notification of Objection**
    - **112R: Notification of Objection – Rejection**
    - **112W: Withdrawal of Objection**
    - **310: Validated Change of Supplier Reading**
    - **310W: Withdrawn Change of Supplier Reading**
    - **320: Validated Change of Supplier Reading**
- 320W: Withdrawn Change of Supplier Reading**

### 3. De-registration Process

- This search should only bring up De-registration specific messages for the MPRN entered.
  - **021 – De-registration request**
  - **122: De-Registration Confirmation**
  - **122R: De-registration Rejection**

### 4. Customer Details

- This search should only bring up messages specific to the Customer details change processes (i.e. Change of Legal Entity and Change of Customer Details)
  - **013 – Customer Details Change**
  - **014R - Customer Details Rejection**
  - **114 - Change of Customer Details Confirmation**
  - **016 - Change of legal entity**
  - **116 - CoLE Confirmation**
  - **116A - Change of Legal entity TSO confirmation - QH sites**
  - **116N - CoLE Notification to Supplier with a pending registration**
  - **116R - CoLE Rejection**

### 5. Meter Works

- This search should only bring up Meter works related messages
  - **017 Meter Point Status Change Request**
  - **030 Meter Works Request**
  - **106D Meter Point Status Confirmation - De-Energisation**
  - **106E Meter Point Status Confirmation - Energisation**
  - **117D Change in energisation status - Delay**
  - **117R Meter Point Status Request Rejection**
  - **130D Meter Works Request Delayed**
  - **130R Meter Works Request Rejection**
  - **137R Rejection of Appointment**
  - **260 Observation of Problem, Damage or Tampering**
  - **261 Resolution of Problem Damage or Tampering**
  - **301 Meter Point Characteristics**
  - **301N Proposed Meter Point Characteristics**
  - **306 Meter Point Status Change Confirmation - De-Energisation**
  - **306W Meter Point status Change - De-energisation - withdrawn read**
  - **307 Meter Point Status Change Confirmation - Energisation**
  - **307W Meter Point Status Change - Energisation - withdrawn read**
  - **311 Meter Problems**
  - **331 QH Meter Technical Details**



- **332 Non Interval Technical Meter Details**
- **332W Withdrawn Read – Non Interval Meter Technical Details122: De-Registration Confirmation**

## **6. Data Processing Messages**

- This search should only bring up Data Processing specific Messages
  - **208 Replacement Reading**
  - **210 Supplier Provided Reading**
  - **252 Request for Special Reading**
  - **300 Validated Non Interval Readings (Scheduled)**
  - **300S Validated Non Interval Readings (Special)**
  - **300W Withdrawn Non Interval Readings**
  - **303R Customer Read rejection**
  - **305 Non Settlement Estimates**
  - **308 Non Interval Load Factor Reading Exception**
  - **321 Read Cycle Notification**
  - **322 DUoS Billing Cycle Notification**
  - **352R Special Reading Request Rejection**

## **7. All Message Search**

- This search will bring up all messages relevant for the MPRN selected. It should display all messages listed for previous 7 categories.