MARKET PROCESS DESIGN

MPD 13 - Market Process for Planned Meter Exchange

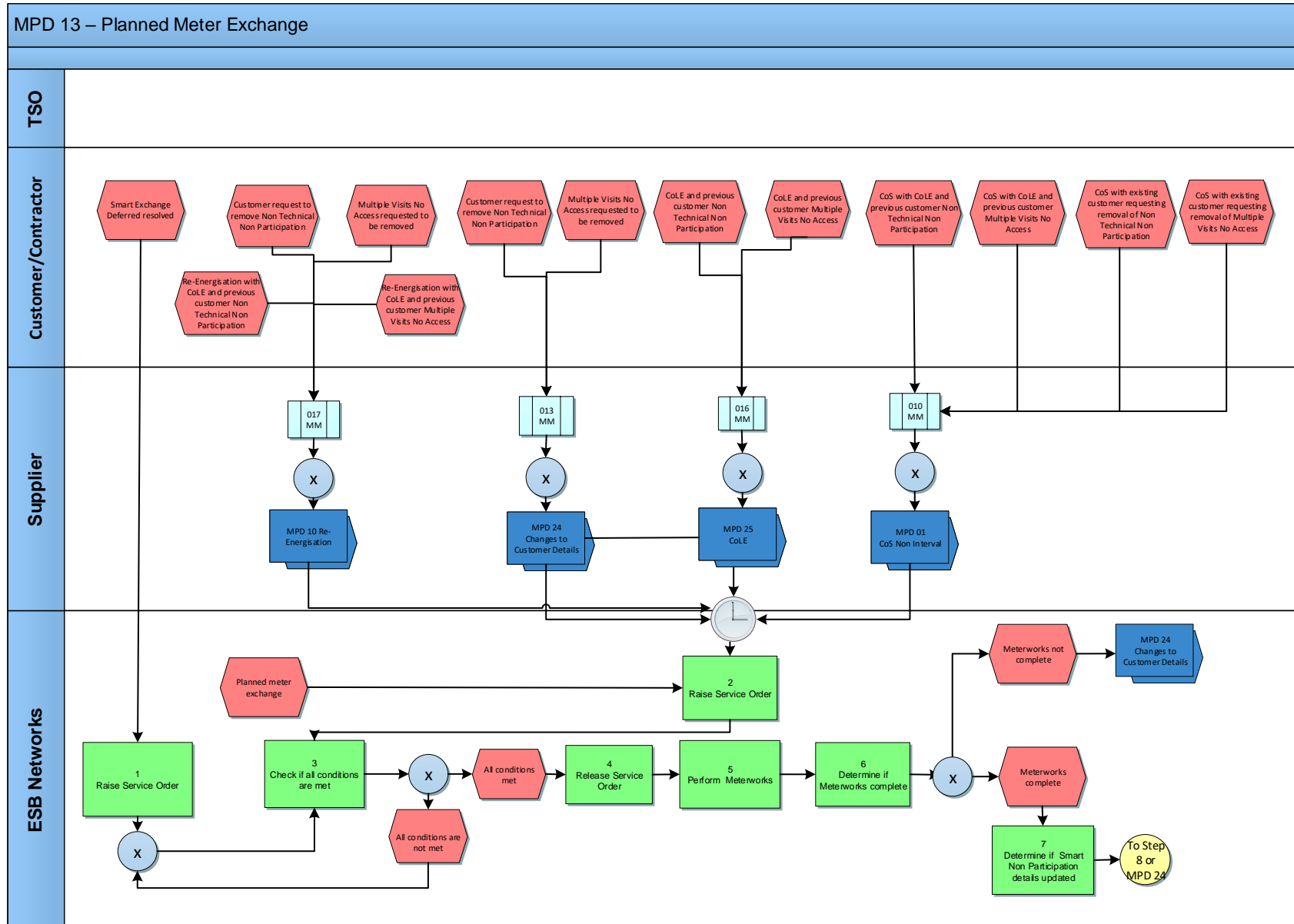# TABLE OF CONTENTS

1. Introduction

1.1　Scope

This Procedure describes the process for a planned meter exchange.

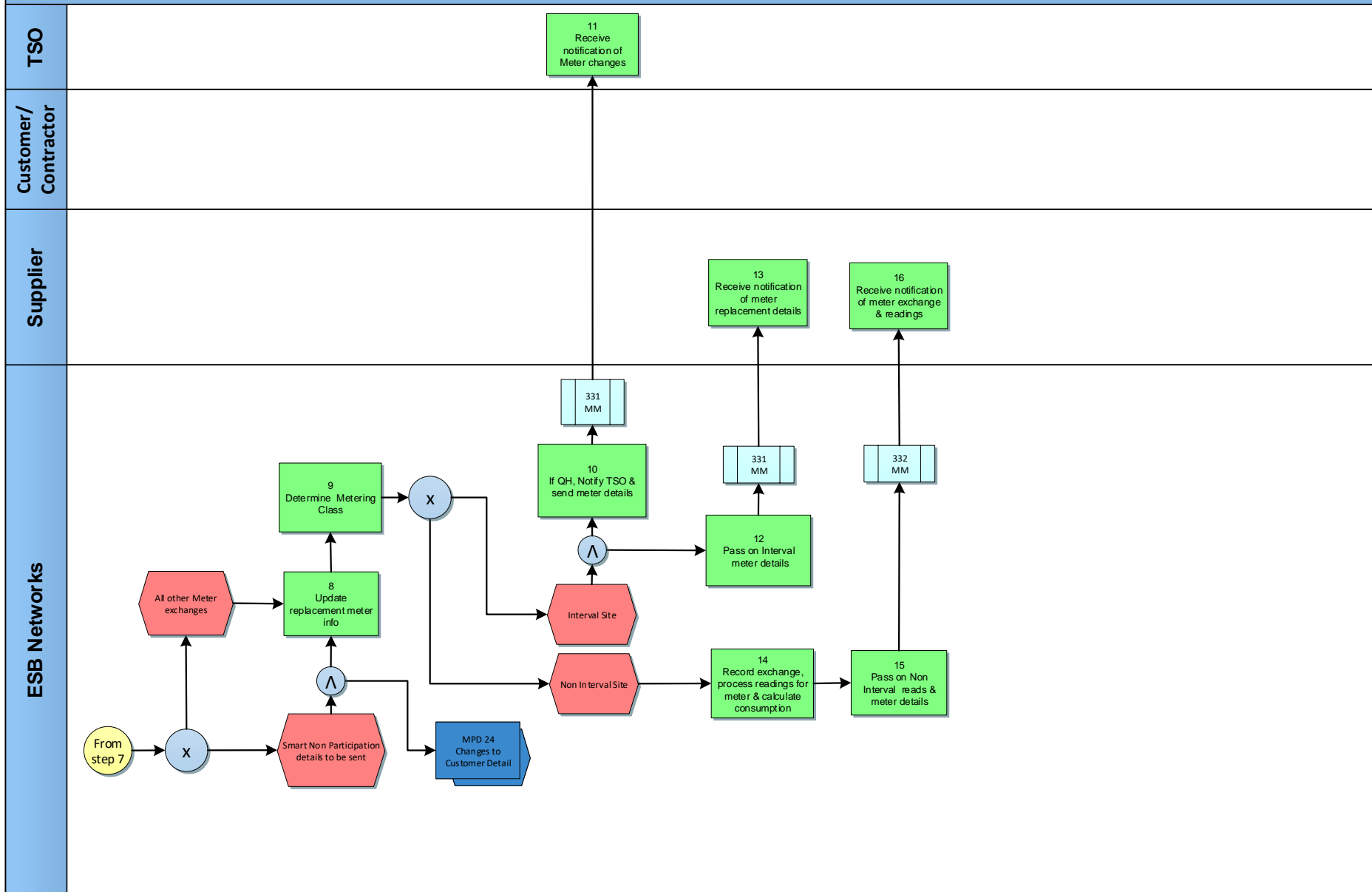## 1.2　History of Changes

This Procedure includes the following changes:

Version in which last change Implemented	Source of Change	Description of Change	Date of Version Release
Version 13.0	MCR 1160	Process Step and process Step description updated replacing references to NQH and QH with Non-interval and Interval	

2. Process Map

MPD 13 – Planned Meter Exchange

MPD 13 – Planned Meter Exchange

TSO

11
Receive notification of Meter changes

Customer/ Contractor

Supplier

13
Receive notification of meter replacement details

16
Receive notification of meter exchange & readings

ESB Networks

331
MM

9
Determine Metering Class

X

10
If QH, Notify TSO & send meter details

∧

331
MM

332
MM

8
Update replacement meter info

All other Meter exchanges

Interval Site

12
Pass on Interval meter details

From step 7

X

Smart Non Participation details to be sent

∧

MPD 24
Changes to Customer Detail

Non Interval Site

14
Record exchange, process readings for meter & calculate consumption

15
Pass on Non Interval reads & meter details

2.1 Process Description

Process Step		Role	Process Step Description	Interface
1	Raise Service Order	ESBN	Where a Smart Exchange Deferred has been resolved a Service order will be created	

2	Raise Service Order	ESBN	ESBN will initiate the Smart Exchange process by changing the metering to a Smart Non Interval Meter
			
			• If Non Technical Non Participation (02) or if Multiple Visits No Access (03) has been requested to be removed via the MM013 (MPD 24) or
			
			• If Re-Energisation with CoLE received and previous customer Non Technical Non Participation (02) or Re-Energisation with CoLE received and previous customer Multiple Visits No Access (03) or If Non Technical Non Participation (02) or if Multiple Visits No Access (03) has been requested to be removed via the MM017 (MPD 10) or
			
			• If CoLE received and previous customer Non Technical Non Participation (02) or if CoLE received and previous customer Multiple Visits No Access (03) via MM016 (MPD 25) or
			
			• CoS with CoLE received and previous customer Non Technical Non Participation (02) or CoS with CoLE received and previous customer Multiple Visits No Access (03) or CoS with existing customer requesting removal of Non Technical Non Participation (02) or CoS with existing customer requesting removal of Multiple Visits No Access (03) via MM010 (MPD 01)
			
			• Planned meter exchange as part of
			  1. Smart Meter program or
			  2. Asset Management program (Smart to Smart or Legacy to Legacy)
			
			In all cases above, a Meterworks Service Order is raised
				013
				
				017
				
				016
				
				010

3	Check if all conditions are met	ESBN	A check is made to ensure all conditions are met before the Service Order is released. • All conditions are met **- next step 4**	

Process Step		Role	Process Step Description	Interface
			• All conditions are not met - continue to check **- next step 3**	
4	Release Service Order	ESBN	When all conditions have been met, ESBN will release the Service Order	
5	Perform Meterworks		The DSO will perform the necessary work.	
6	Determine if Meterworks complete	ESBN	If Meterworks not complete due to Non Technical Non Participation or Multiple Visits No Access or Smart Exchange Deferred– **next step MPD 24**. If Meterworks complete – **next step 7**	
7	Determine if Smart Non Participation details update	ESBN	If Multiple Visits No Access or Smart Exchange Deferred are now resolved and leads to the installation of a Smart Meter then where appropriate Smart Non Participation details will be updated and sent to the Supplier – **next step MPD 24 and next step 8 in this MPD 13** Or all other Meter exchanges - **next step 8 in this MPD 13**	
8	Update replacement meter info	ESBN	MPRN is updated with new and replaced meter details	
9	Determine Metering Class	ESBN	Where a meter has been replaced ESBN will • Interval site **– next step 10 and 12** • Non Interval site **– next step 14**	
10	If QH, Notify TSO & send meter details	ESBN		
11	Receive notification of meter replacement details	TSO		
12	Pass on Interval Meter Replacement Details	ESBN	Where a meter has been replaced at a Interval site the meter replacement details are passed to the registered Supplier	331 MM
13	Receive notification of meter replacement details	Supplier	The Supplier receives details of the replacement meter	
14	Record exchange, process readings for meter and calculate consumption	ESBN	Where a meter has been replaced at an Non Interval site, the exchange details are updated, readings processed and consumption calculated	
15	Pass on Non Interval	ESBN	The new meter details and opening/closing readings will be passed to the registered	332 MM

Process Step		Role	Process Step Description	Interface
	reads and meter details		Supplier	
16	Receive notification of meter exchange and readings	Supplier	The Supplier will receive new meter details and opening/closing readings	

3. Supplementary Information

Comms Technically Feasible

Following installation of the Smart Non Interval Meter as part of a Planned Meter Exchange from Legacy to Smart, ESB Networks will initiate the establishment of the Comms CTF value.