

MARKET PROCESS DESIGN

MPD 05 - Market Process for New Non-Interval Metered Connection

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1. Introduction

1.1 Scope

This Procedure describes the process for a New Non Interval Metered Connection or a Registration for a previously De-Registered site.

MPD 05 also caters for a Registration that starts as Non Interval but either completes as Non Interval or Half Hourly Interval

1.2 History of Changes

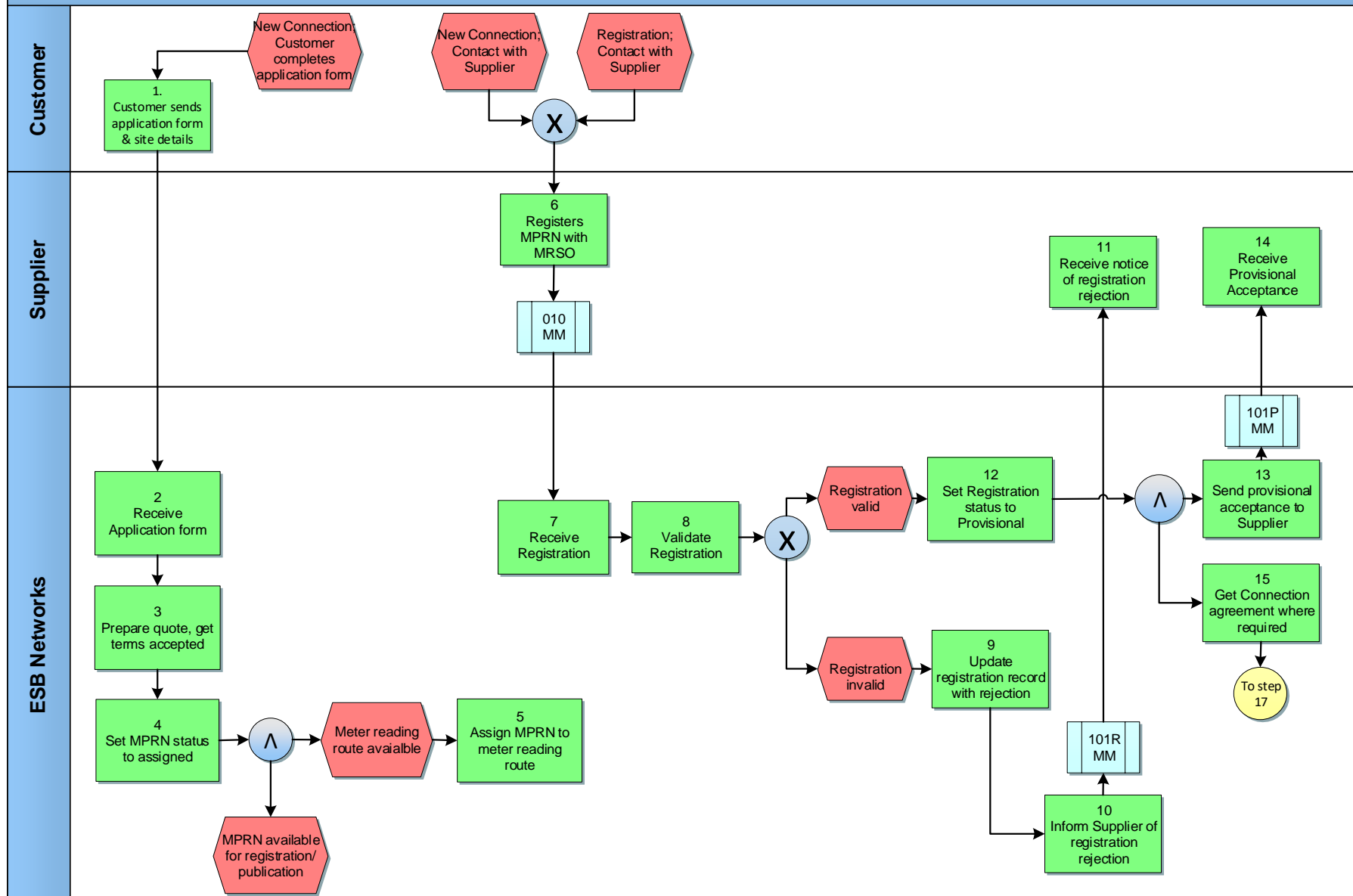
This Procedure includes the following changes:

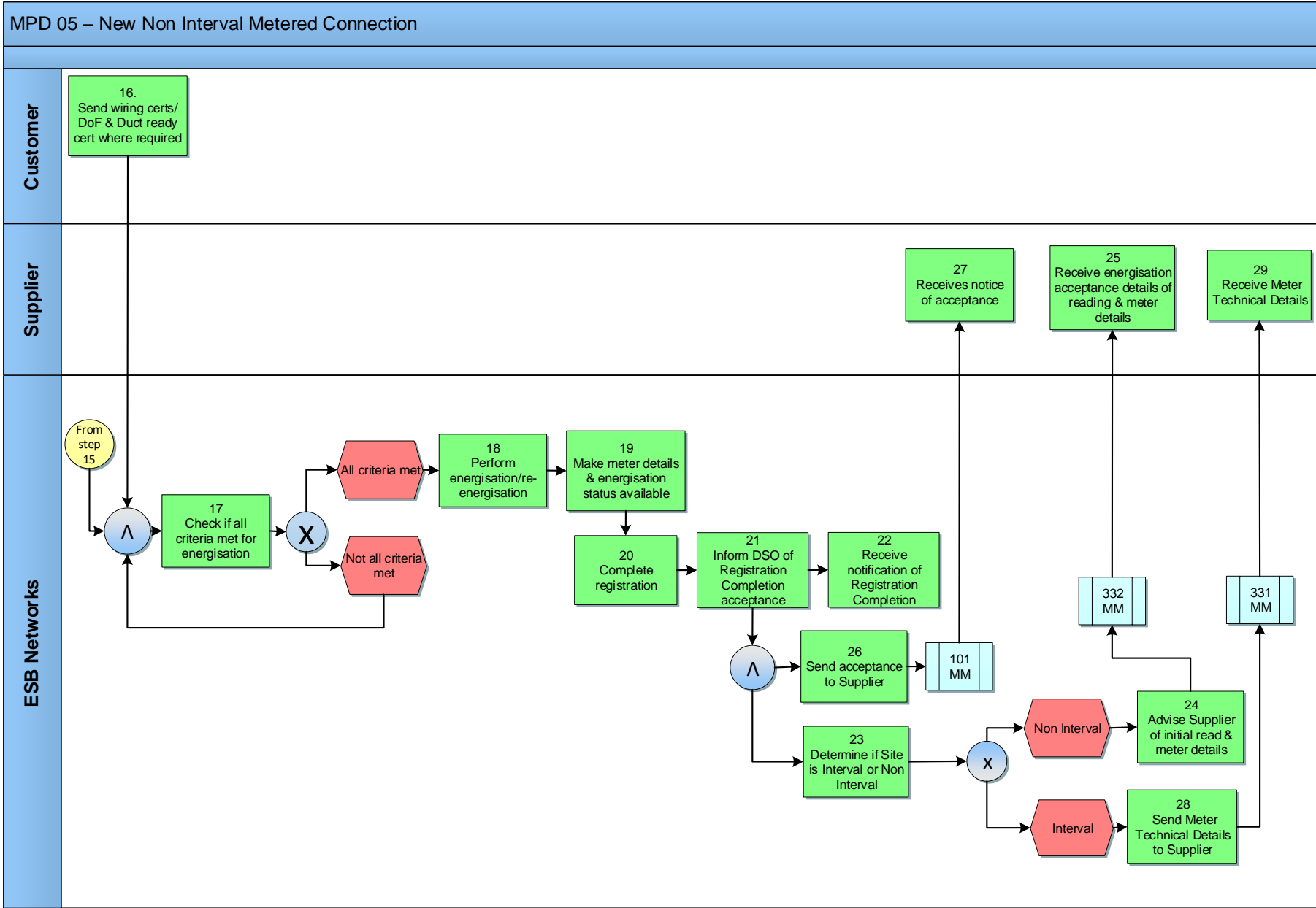
Version in which last change Implemented	Source of Change	Description of Change
Draft	235	Changes to provisional acceptance criteria for Change of legal entity
Draft	B037	Message 010 is used for registrations
Draft	B041	Removal of customer type
Draft	B041	Removal of 103 flow to New Supplier to inform of delay in processing due to need for additional information
		<i>Further Changes since version 3.1</i>
Draft	MIG September 3rd	Standardisation of use of QH/NQH Terminology
Draft	Written Supplier Clarifications 4	Updated text on page 6 to Provisionally accepted rather than registration
Draft	Written Supplier Clarifications 2	Updated section on MPRN assignment (Page 4)
		Changes applied after version 4.1
Version 4.2	MCR 0010	Update to include business rules re: provision of EAI code. The validation of EAI on 010 Message is included
Version 5.1	MCR 0089	Amend validation rules to allow for new Supplier Unit ID, to satisfy requirements of SEM implementation. The reasons for the change are: <ul style="list-style-type: none"> • A Supplier Unit entity has been added to the Data Model and will be required within New NQH Metered Connection processing and Market Messaging. • Additional validation rules will be required surrounding Trading Site Supplier Units This will necessitate changes to:- ARIS– Supporting Text, Market Message Structures, Data definitions, Rejection Codes & Reasons.

Version in which last change Implemented	Source of Change	Description of Change
Version 6.1	MCR 0070	Supplementary Information updated to include NQH Eligibility
Version 6.1	Non-Conformance 17	<p>Last section of the model in MPD 5 has been accidentally transposed into the wrong swim lane. This error exists in versions 5.1 and 6.0 of the market designs.</p> <p>Everything from the merging AND rule (feeding in from 'Make meter details and energisation status available' and 'No provisional acceptance') should be in the MRSO swim lane and not (as at present) in the Data Collector swim lane. All of the model from this AND rule onwards has been transposed up by one swim lane and needs to be moved down.</p>
Version 8.0	RMDS QA	No business changes applied. MPD clean-up: objects enlarged to make text readable, swimlane actors shifted left, swimlanes tightened.
Version 8.0a	MCR 0161	<p>Updated to reflect implementation of "MCR 0161 - Increasing the threshold for connection agreement return". Changed references of threshold from "100 kVA" to "MV (Medium Voltage)" the following steps:</p> <ul style="list-style-type: none"> * Get Connection agreement where required * Provisional acceptance required * Set MPRN status to assigned
Version 10.3	MCR 1145 – Conversion of MPDs from ARIS to document format.	ARIS Process flow converted to Visio format and Step Table included.
Version 12.0	MCR1180 – New Registrations Default Supplier	Updated to reflect implementation of " MCR1180 – New Registrations Default Supplier “: New Registrations now follow a similar approach to that which exists for >=30kVA new connections
Version 13.0	MCR 1161 & MCR 0176	<p>Updated as part of V13.00.00 Retail Market Release February 2021</p> <p>Updated Steps 1,6, 9, 12 Deleted Step 17 New Steps 18, 23, 28 & 29</p>
MMR13.6	MCR1225 & MCR 1227	Updated to reflect impacts of MCR1225– MCC02 Exchanges and MCR 1227 – 3 Phase Meter MCC01 Exchanges (Supplementary Information updated – SMART Data Services and SMART Meter Eligibility)

2. Process Map

MPD 05 – New Non Interval Metered Connection





2.1 Process Description

Process Step		Role	Process Step Description	Interface
1	Customer sends application form & site details	Customer	For a New Connection, Customer sends application form and site details to ESBN	
2	Receive Application form	ESBN	ESBN receives an application form from a customer	
3	Prepare quote, get terms accepted	ESBN	On receipt of an application from the customer, ESBN will prepare and issue a quotation to the customer. The MPRN for the new meter point will be issued to the customer with the quotation. In the case of multi-site developments, e.g. housing schemes, the developer will be issued with a list of the MPRNs.	
4	Set MPRN status to assigned	ESBN	<p>The status of the MPRN will be set to assigned once the following criteria have been met:</p> <ul style="list-style-type: none"> • The quotation must have been accepted and Capital Contribution paid • The customer must have accepted the terms of connection and returned a signed Connection Agreement (over MV (Medium voltage))/Acceptance of Offer (Under MV(Medium Voltage)) <p>As soon as the MPRN has reached the status of 'Assigned' registrations will be accepted by MRSO for that MPRN</p>	
5	Assign MPRN to meter reading route	ESBN	When the MPRN is assigned ESBN will assign it to a meter reading route.	
6	Register MPRN with MRSO	Supplier	For a New Connection or a Registration for a previously De-Registered site, the Supplier provides a registration application, completed in accordance with the applicable Rules to MRSO. The Supplier is responsible for the validity of all information provided for the purposes of registering a Meter Point. A registration request from a Supplier will be taken as a request for energisation by ESBN	010MM
7	Receive registration	ESBN	ESBN receives registration request from a supplier	
8	Validate registration	ESBN	<p>MRSO will validate the registration in accordance with the applicable validation rules and advise the Supplier of the outcome.</p> <ul style="list-style-type: none"> • Registration invalid – next step 9 • Registration valid – next step 12 	

Process Step		Role	Process Step Description	Interface
9	Update registration record with rejection	ESBN	<p>MRSO will validate the registration in accordance with the applicable validation rules and advise the Supplier of the outcome.</p> <p>Failure of the following validations will cause the registration to be rejected.</p> <ul style="list-style-type: none"> • The Supplier must have provided all mandatory information • The MPRN must have been assigned and is not terminated • The Supplier Id is a valid one and the Supplier has a DUoS agreement • The Supplier must be entitled to register a Meter Point under the legislation and in accordance with the Trading and Settlement Code. • The Supplier warrants that a supply agreement exists with the customer at the Meter Point being registered. • The Supplier must provide a Supplier Unit that is valid for the Supplier • The Supplier Unit must not be a Trading Site Supplier Unit. • The Supplier must provide a sub-aggregation code (SSAC) that is valid for the Supplier Unit and for the Settlement Class. • EAI must be valid and not blank for sites over 30 kVA • For Smart Non Participation Details codes, the removal of Non- Technical Non Participation (02), and/or Multiple Visit No Access (03), and/or Smart Meter Exchange Deferred (04) is not allowable. • Where a Meter Installation isn't required due to Non Smart Meter currently installed and a Smart Data Service has been requested • Where a smart meter installation isn't required due to Smart Meter currently installed and a Smart Data Service has been requested, if the Smart Data Services value requested is not supported by the CTF value. • Where a smart meter installation isn't required due to Smart Meter currently installed and the Smart Data Services value and requested MCC are invalid. • Where there is no meter installed, any request for Smart Data Services must match the service the customer requested in the New Connection quotation process. • Where a smart Meter previously existed in a de-registered site, if the Smart Data Services value requested is not supported by the CTF value. • Where an invalid email address is provided <p>Failure of the following validation will cause the registration to be rejected unless ESBN approves the new information:</p> <p>Meter Point Address advised by Supplier is materially inconsistent with Meter Point</p>	

Process Step		Role	Process Step Description	Interface
			Address known to MRSO. ESBN may accept or reject the new address submitted by the Supplier.	
10	Inform Supplier of Registration Rejection	ESBN	If a registration is rejected the Supplier is informed of the rejection with the reason(s). A registration received prior to energisation that is provisionally accepted will supersede any previous registration. The Supplier of any previously accepted registration will be informed.	101R MM
11	Receive notice of Registration Rejection	Supplier	Supplier receives registration rejection message	
12	Set Registration status to Provisional	ESBN	Where the registration is valid, ESBN will determine if provisional acceptance is required. Failure of the following validations will cause the registration to be provisionally accepted, <ul style="list-style-type: none"> The Meter Point is not energised. The registration will become effective when the Meter Point is energised. The connection voltage is equal to or exceeds "MV (Medium Voltage)" and there is no Connection Agreement in place or there is a change of customer name or registered company number or Change of Tenancy. In this case ESBN must confirm the existence of a Connection Agreement before the registration is accepted. 	
13	Send Provisional Acceptance to Supplier	ESBN	If the registration is provisionally accepted the Supplier will be informed of the provisional acceptance, with reasons, together with Meter Point status and characteristics known to MRSO at the time.	101P MM
14	Receive Provisional Acceptance	Supplier	The supplier will receive a Provisional Acceptance message	
15	Get Connection Agreement where required	ESBN	Where a registration has been provisionally accepted pending receipt of a Connection Agreement (in cases where Connection Voltage is equal to or exceeds MV (Medium Voltage)) DSO will signal the existence of a Connection Agreement to MRSO. MRSO will update details from Connection Agreement	
16	Provide Wiring Cert. DoF and Duct Ready Cert where required	Customer	The customer will be responsible for the provision of a Wiring Certificate, Declaration of Fitness (DoF), for MV and above and a Duct Ready Certificate to ESBN where required	
17	Check if all criteria met for energisation	ESBN	ESBN will check if all the criteria are met for energisation. DSO will arrange for the energisation of the Meter Point in accordance with the metering requirements specified and applicable metering codes, practices and standards. This will occur when the following conditions are true:	

Process Step		Role	Process Step Description	Interface
			<ul style="list-style-type: none"> All payment required has been received A Connection Agreement must be in place All certificates required (wiring certificate/ Declaration of fitness etc.) have been received A Provisionally Accepted Supplier registration must have been received . If all the criteria is met - next step 18 If all the criteria is not met – back to step 17 	
18	Perform Energisation / re-energisation	ESBN	ESBN schedules the energisation / re-energisation request and visits the meter point site, and installs the required metering.	
19	Make Meter details and Energisation Status available	ESBN	At energisation, DSO makes the meter details and the Meter Point status available to MRSO	
20	Complete Registration	ESBN	MRSO will confirm that all data is available to complete registration	
21	Inform DSO of Registration Completion	ESBN	MRSO will inform the DSO of the registration completion	
22	Receive notification of Registration Completion	ESBN	DSO receives notification of the registration completion	
23	Determine if site is Interval or Non Interval	ESBN	ESBN will determine if the site has been registered as Interval or Non Interval. If Non Interval – Next Step 24 If Interval – Next Step 28	
24	Advise Supplier of initial read and meter details	ESBN	The Profile and initial EUF data allocated in accordance with agreed rules ,together with the meter details and opening readings is provided to the Supplier	332MM
25	Receive energisation acceptance details of reading and meter details	Supplier	The Supplier will receive meter details together with the opening readings and the EUF data allocated in accordance with agreed rules	
26	Send acceptance to Supplier	ESBN	Following registration acceptance MRSO will inform the Supplier of the final acceptance.	101MM

Process Step		Role	Process Step Description	Interface
27	Receives notice of acceptance	Supplier	The supplier will receive notification of registration acceptance	
28	Send Meter Technical Details to Supplier	ESBN	ESBN sends the Meter Technical details to the registered Supplier	331 MM
29	Receive Meter Technical Details	Supplier	The Supplier receives the Meter Technical Details	

3. Supplementary Information

QH Eligibility

All LV new connections except for embedded generators are initially set up as Non Interval. All NQH sites i.e. new connections and existing will be subject to six monthly review of usage for QH eligibility i.e. the current threshold is when consumption at a NQH site exceeds 300MWh. Please note: A Non Interval to QH transfer may be requested earlier than the 6 month period described if it becomes eligible.

No Energisation

Should a Meter Point have a provisionally accepted Supplier registration for sixty working days and that Meter Point has not been energised, MRSO will issue a report to the Supplier and the Distribution System Operator

Late Energisation

If energisation of a new connection is not for any reason recorded by MRSO within five days of the energisation date then, when an energisation is identified

- If a registered Supplier can be identified then the registration acceptance will be backdated to the energisation date.
- If a registered Supplier cannot be identified then either registration is triggered and confirmed to the Supplier of Last Resort or, if an illegal energisation has occurred this will be treated as a revenue protection issue.

Smart Meter Eligibility

Smart meters are only due to be installed in single phase whole current MCC01 and MCC16 sites, and 3 phase whole current MCC01 sites.

Smart Data Services

Where there is a request for a re-energisation of a previously de-energised MCC02 site with a request for a change to Smart Data Services the MM010 will be rejected.

Comms Technically Feasible

Following installation of the Smart Non Interval Meter as part of a New Connection,–ESBN will determine the Comms status as 01, 02, 03 or 04. On establishment of the Comms Status update, MM114 will issue to the Supplier. See MPD 24 – Change of Customer Details for information. The Market Process for New Non-Interval Metered Connection will continue to completion independent of the CTF updating.