

## **MARKET PROCESS DESIGN**

### **MPD 28 1.1 – New Unmetered Grouped Connection**

# TABLE OF CONTENTS

<b>1 INTRODUCTION</b> .....	<b>3</b>
1.1 SCOPE.....	3
1.2 HISTORY OF CHANGES .....	3
<b>2. PROCESS MAP</b> .....	<b>4</b>
2.1 PROCESS DESCRIPTION.....	6
<b>3. SUPPLEMENTARY INFORMATION</b> .....	<b>9</b>
<i>Withdrawal of Unmetered Characteristics</i> .....	9
<i>De-Registration</i> .....	9

# 1 Introduction

## 1.1 Scope

This process covers the procedure for the connection of a new unmetered connection point – denoted by a Technical MPRN (TMPRN) – associated with a Group MPRN e.g. a connection to a public lighting circuit

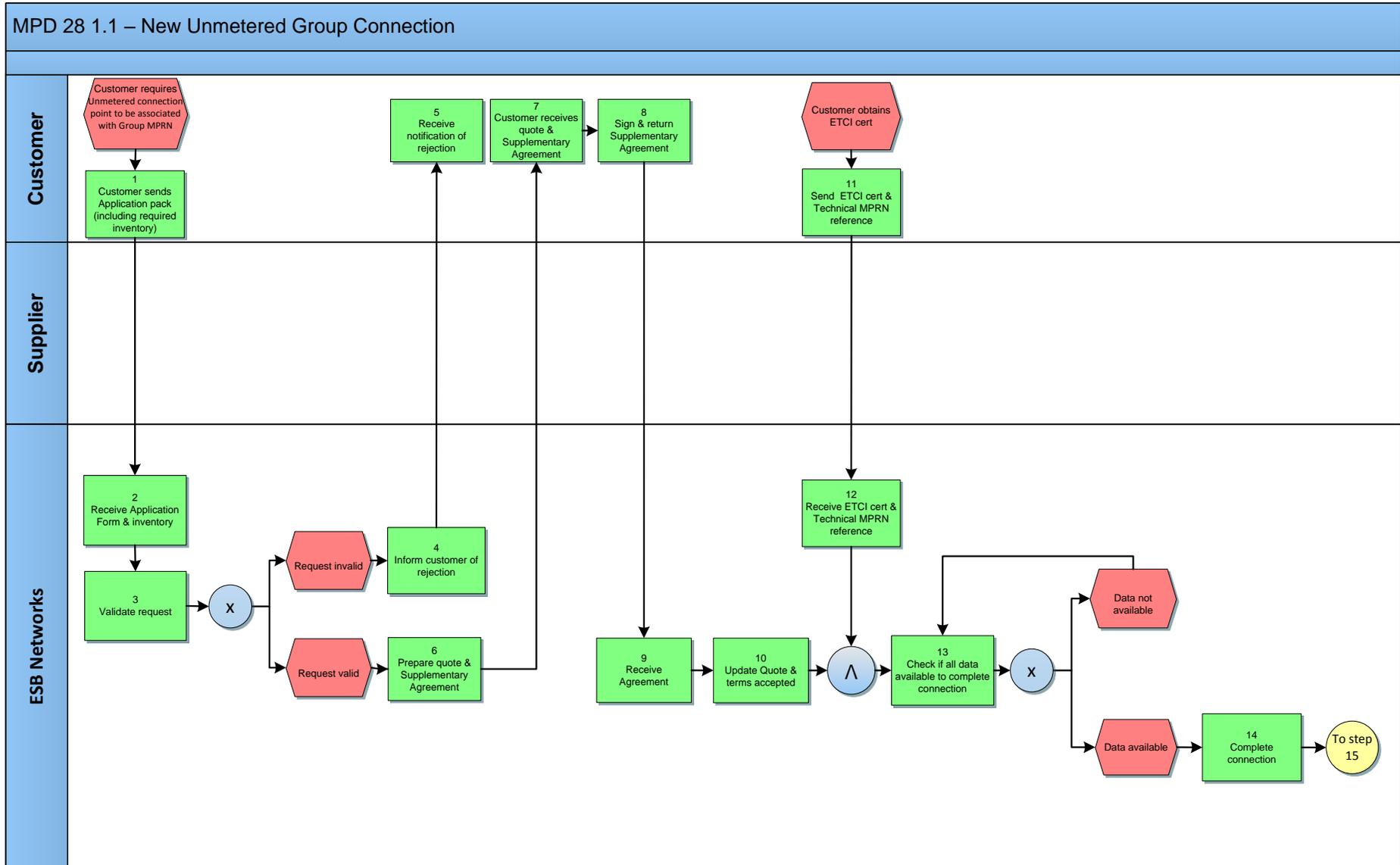
A Technical MPRN will be used to represent the connection point to a single unmetered circuit e.g. a number of public lighting columns connected to a single connection point. Each unmetered connection point (and its associated Technical MPRN record) will inherit the registration of the Group MPRN with which it is associated.

## 1.2 History of Changes

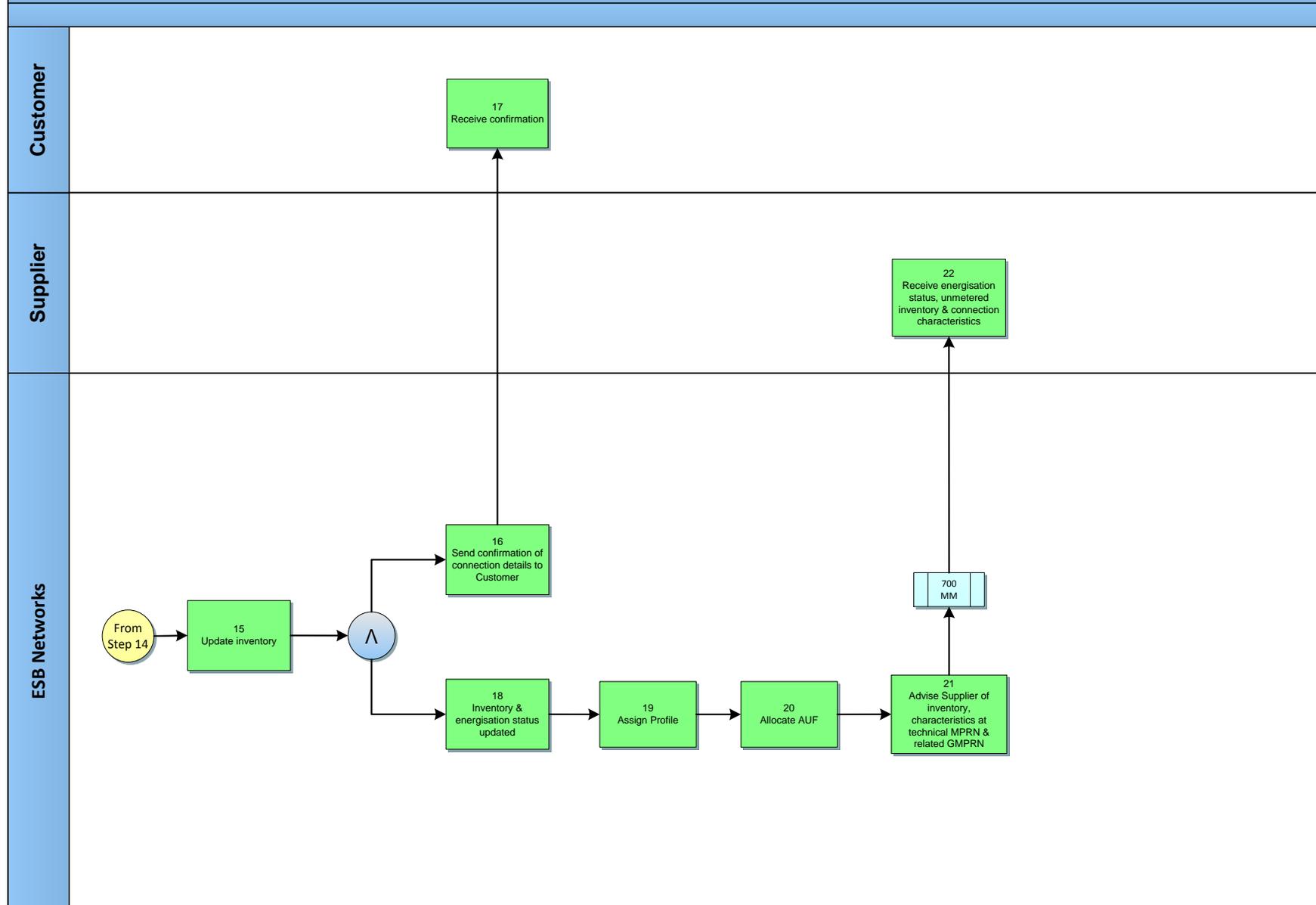
This Procedure includes the following changes:

Version in which last change Implemented	Source of Change	Description of Change
Draft	Design	First draft of process
Draft	Design	Second draft of process
Draft	Written Supplier Clarification 4	Unmetered Group Connections – Clarification on contents of Supplementary Agreement (Step6)
Draft	Written Supplier Clarification 6	Unmetered Group Connections – Process Step 14 text updated
Draft	Written Supplier Clarification 7	Unmetered Group Connections – Process Step 15 & 20 text updated
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 9.0	Non-Conformance (AIQ-1668: Unclear Naming of MPD 28 1.1 and 1.2)	MPD 28 1.1 renamed from “New Technical MPRN “ to “New Unmetered Group Connection” to align with historic precedent.
Version 10.3	MCR 1145 – Conversion of MPDs from ARIS to document format.	ARIS Process flow converted to Visio format and Step Table included.

## 2. Process Map



MPD 28 1.1 – New Unmetered Group Connection



## 2.1 Process Description

Process Step		Role	Process Step Description	Interface
1	Customer sends a completed unmetered application pack for new unmetered point to be associated with an existing Group MPRN	Customer	The customer (or a contractor appointed as their agent) sends a completed unmetered application pack for a new unmetered connection point to be associated with an existing Group MPRN to the UMR. The application will state the associated GMPRN number and give the unmetered load details. The load details include unmetered load type, burning hour calendar, repetition factor (quantity) and installed value (nominal watts). Where there is more than one unmetered load type within the installation, these quantities are given for each load type. (An example would be a public lighting circuit with two bulb sizes).	Post/Fax/Email
2	Receive Application Form & Inventory	ESBN	ESBN receives Application Form	
3	Validate Request	ESBN	<p>On receipt of the application pack the UMR will validate the request as follows:</p> <ul style="list-style-type: none"> <li>A Group MPRN to the development has been provided. If no Group MPRN has been provided the process for obtaining a new Group MPRN must be followed: <b>See MPD 27: New Grouped MPRN</b></li> <li>A signed Unmetered Agreement for the Group MPRN has been received.</li> </ul> <p>Following validation</p> <ul style="list-style-type: none"> <li>Request invalid - <b>next step 4</b></li> <li>Request valid - <b>next step 6</b></li> </ul>	
4	Inform customer of rejection	ESBN	ESBN informs the customer that the request is invalid and the reasons for the rejection	Post/Fax/Email
5	Receive notification of rejection	Customer	The Customer receives notification of rejection of request and the reasons for the rejection	
6	Prepare Quote and Supplementary Agreement	ESBN	Once the request for a new Technical MPRN has been associated with a Group MPRN, ESBN will prepare a quotation with a schedule of new Technical MPRNs for the Group MPRN. The Supplementary Agreement contains the quote, the GMPRN, the associated	Post/Fax/Email

Process Step		Role	Process Step Description	Interface
			TMPRN schedule with reference to the previously signed Unmetered Agreement. The quote will not be issued to the customer until the GMPRN Unmetered Agreement has been received from the customer.	
7	Customer receives Quote & Supplementary Agreement	Customer	The Customer receives the Supplementary Agreement for Group Technical MPRNs and a summary of inventory. The group quote may cover many Technical MPRNs	
8	Sign and return Supplementary Agreement	Customer	The Customer accepts the quote, Terms and Conditions and returns to ESBN the signed Supplementary Agreement	Post/Fax/Email
9	Receive Agreement	ESBN	ESBN receives the signed Supplementary Agreement from the Customer	
10	Update Quote and Terms accepted	ESBN	Once the customer accepts the quote, Terms and Conditions and returns the signed Supplementary Agreement, the status of the TMPRN is set to Assigned.  The new TMPRNs are added to the record of the associated GMPRN on the MPRN publication website available to suppliers.	
11	Send ETCI Cert and Technical MPRN Reference	Customer	The Customer provides the wiring certificate for the Technical MPRN (connection point) to ESBN	Post/Fax/Email
12	Receive ETCI Cert and Technical MPRN Reference	ESBN	ESBN receives the ETCI cert for the Technical MPRN (connection point)	
13	Check if all data available to complete connection	ESBN	ESBN will check if all data is available to complete the connection. This will occur when the following conditions are true: <ul style="list-style-type: none"> <li>• All payment required have been received</li> <li>• A Wiring Cert must have been received</li> <li>• A Supplier Registration must be in place for the Group MPRN with which the Technical MPRNs are associated.</li> </ul> <p>If all data required is not available ESBN will not complete connection.</p>	

Process Step		Role	Process Step Description	Interface
14	Complete Connection	ESBN	ESBN will arrange for the connection of the Technical MPRN in accordance with the codes, practices and standards.	
15	Update Inventory	ESBN	When the connection is made the inventory will be validated against the schedule quoted. If a difference between the actual inventory and quoted inventory is discovered by the Networks Technician on site, this is communicated to the UMR for adjustment to the customer's inventory.  The UMR will contact the customer to agree a revised inventory per connection point. The resulting outcome will update the inventory and make the data available to MRSO	
16	Send confirmation of connection details to Customer	ESBN	ESBN will send confirmation of connection details to the Customer	Post/Fax/Email
17	Receive Confirmation	Customer	The Customer receives confirmation of connection detail	
18	Inventory & energisation status updated	ESBN	ESBN confirm Inventory and energisation status updated	
19	Assign Profile	ESBN	MRSO will generate and assign Load Profile	
20	Allocate AUF	ESBN	MRSO will generate and allocate the Actual Usage Factor (AUF)	
21	Advise Supplier of inventory, characteristics at technical MPRN & related GMPRN	ESBN	The MRSO will provide inventory (including unmetered load type , burning hour calendar, repetition factor (quantity), installed value (nominal watts) Profile and AUF, in accordance with agreed rules to the Supplier, together with the technical MPRN and associated Group MPRN.	700MM
22	Receive energisation status, unmetered inventory & connection characteristics	Customer	Customer receives energisation status, unmetered inventory and connection characteristics	

### **3. Supplementary Information**

#### **Withdrawal of Unmetered Characteristics**

The MRSO may contact a registered Supplier to inform them of a withdrawal of a Technical MPRN's characteristics, with any associated inventory details. The flow 700W is sent the Suppliers to withdraw a 700 that has been previously sent.

#### **De-Registration**

De-registration of new unmetered single point connections will be handled as per the De-registration Market Process Document (MPD 21)