MARKET PROCESS DESIGN

MPD 28 1.2 – New Unmetered Single Point Connection

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1. Introduction

1.1 Scope

This Procedure describes the process for New Unmetered Single Point Connection.
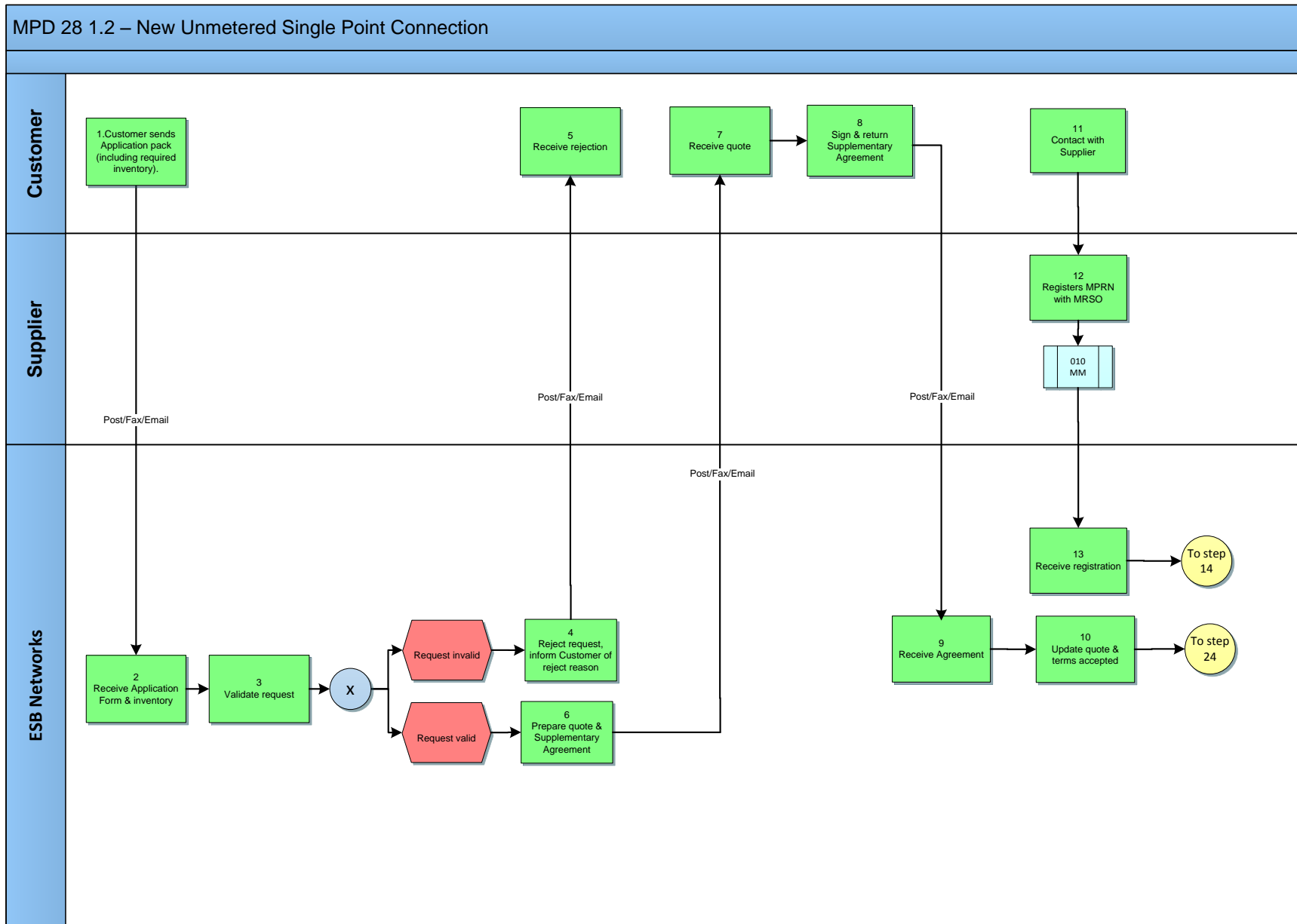
1.2 History of Changes

This Procedure includes the following changes:-

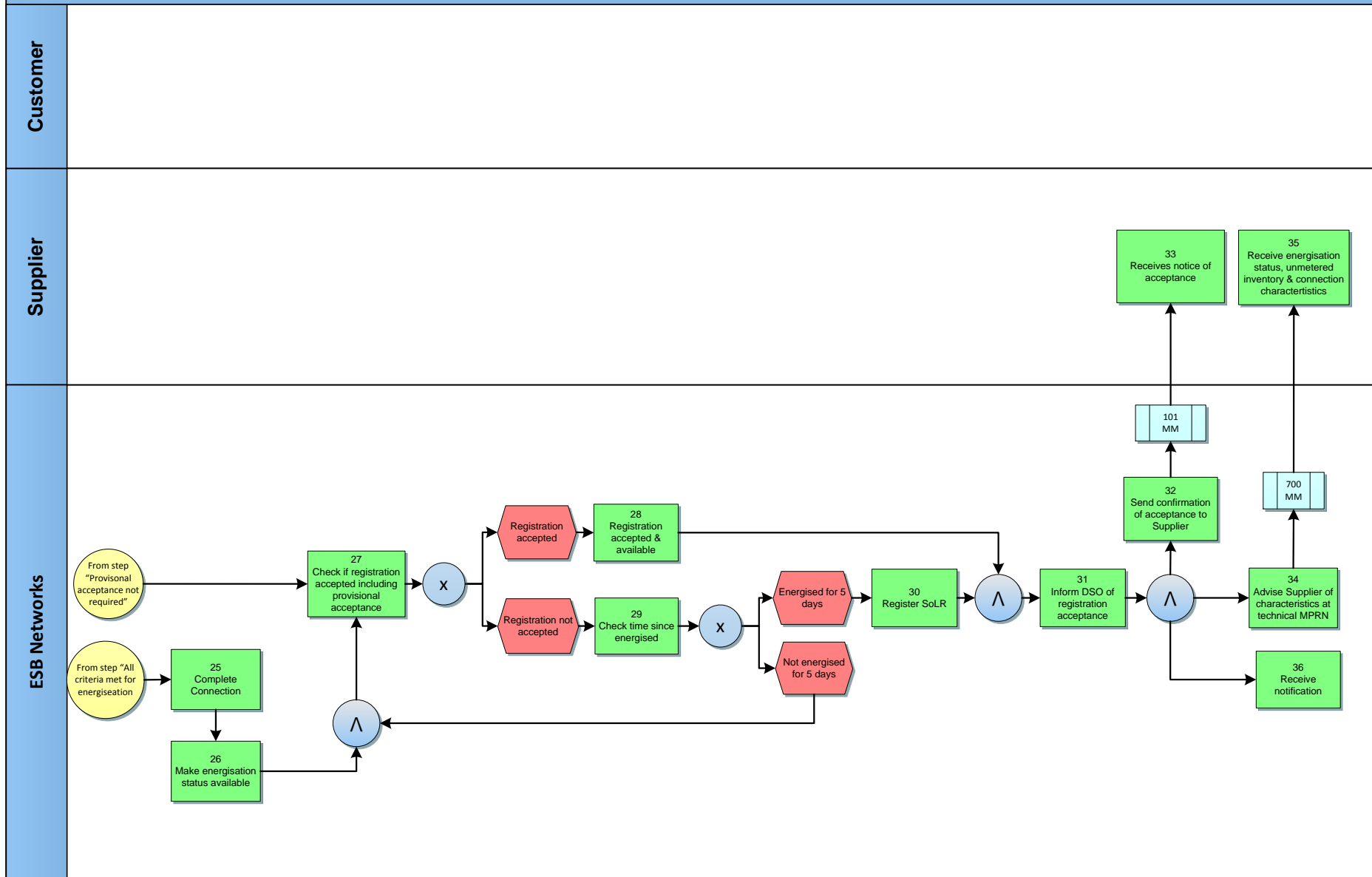| Version in which last change Implemented	Source of Change	Description of Change
Draft	Design	First draft of process
Draft	Design	Second draft of process
Draft	Written Supplier Clarification 2	Single Point Unmetered - Process Step 25,26 &30 text updated
		Changes applied on Version 5.1
Version 5.1	MCR 0091	Amendments to MPD 28 (1.2) to satisfy new requirements for SEM implementation. The reasons for the change are two fold:- • A Supplier Unit entity has been added to the Data Model and will be required within Market Communications for New Technical MPRN and Market Messaging • Additional validation rules will be required surrounding Trading Site Supplier Units This will necessitate changes to:- ARIS Process Flow diagram - Supporting Text, Market Messages, Data Definitions, Reject Codes and Reasons.
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 Single Point Connection" to align with historic precedent.
Version 10.5	MCR 1165 – Conversion of MPDs from ARIS to document format.	ARIS Process flow converted to Visio format and Step Table included.

2. Process Map

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Customer

22
Send ETCI cert

Supplier

17
Receive notice of registration rejection

20
Receive provisional acceptance

Post/Fax/Email

ESB Networks

101R MM

101P MM

From step 13

14
Validate registration

X

Registration invalid

15
Update registration record with rejection

16
Inform Supplier of rejection

Registration valid

18
Determine if provisional acceptance required

X

Provisional acceptance required

∧

19
Send provisional acceptance to Supplier

23
Receive ETCI cert

To step 27

Provisional acceptance not required

21
Send provisional acceptance to DSO

∧

From step 10

24
Check if all criteria met for energisation

X

All criteria met for energisation

To step 25

Not all criteria met for energisation

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Customer

Supplier

33 Receives notice of acceptance	35 Receive energisation status, unmetered inventory & connection charactistics

ESB Networks

From step "Provisonal acceptance not required"

From step "All criteria met for energiseation"

25 Complete Connection

26 Make energisation status available

∧

27 Check if registration accepted including provisional acceptance

X

Registration accepted

Registration not accepted

28 Registration accepted & available

29 Check time since energised

X

Energised for 5 days

Not energised for 5 days

30 Register SoLR

∧

31 Inform DSO of registration acceptance

∧

32 Send confirmation of acceptance to Supplier

101 MM

700 MM

34 Advise Supplier of characteristics at technical MPRN

36 Receive notification

2.1 Process Description

Process Step		Role	Process Step Description	Interface
1	Customer sends Application pack (including required inventory)	Customer	The Customer (or a contractor appointed as their agent) sends a completed unmetered application pack for a new unmetered connection point not to be associated with a Group MPRN – a 'single point' non-grouped connection to the UMR. The application will give the unmetered load details including unmetered load type, burning hour calendar, repetition factor (quantity) and installed value (nominal watts).	Post/Fax/Email
2	Receive Application Form & Inventory	ESBN	ESBN receives Application Form & Inventory.	
3	Validate request	ESBN	ESBN will validate the request and ensure that all required details are included. Applications for a single point unmetered connection do not require a Group MPRN to be provided. • Request invalid - **next step 4** • Request valid - **next step 6**	
4	Reject request, inform Customer of reject reason	ESBN	ESBN will advise the Customer if the request is invalid and the reasons for rejection.	Post/Fax/Email
5	Receive rejection	Customer	Customer receives rejection.	
6	Prepare quote & Supplementary Agreement	ESBN	ESBN will prepare a quote and Connection Agreement for a single site Technical MPRN.	Post/Fax/Email
7	Receive quote	Customer	Customer receives quote and Supplementary Agreement.	
8	Sign & return Supplementary Agreement	Customer	The Customer will receive the Supplementary Agreement for Group Technical MPRNs and a summary of inventory. A group quote may cover many Technical MPRNs. The Customer will sign and return the Supplementary Agreement.	
9	Receive Agreement	ESBN	ESBN will receive the signed Supplementary Agreement.	Post/Fax/Email
10	Update quote & terms accepted	ESBN	When the Customer accepts the quote terms and conditions and returns a signed Connection Agreement the new connection application can proceed.	
11	Contact with Supplier	Customer	Customer contacts Supplier.	
12	Registers MPRN with MRSO	Supplier	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 the Connection Point. A registration request from a Supplier will be taken as a request for energisation by DSO.	010 MM

Process Step		Role	Process Step Description	Interface
13	Receive registration	ESBN	ESBN receives registration request.	
14	Validate registration	ESBN	MRSO will validate the registration in accordance with the applicable validation rules and advise the Supplier of the outcome. Failure of the following validations will cause the registration to be rejected:- • 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 Connection 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 Connection being registered. • The TMPRN must be for a single unmetered site (i.e. not associated with a Group MPRN). • The Supplier must provide a Supplier Unit that is valid for the Supplier. • The Supplier Unit must not be 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. • Failure of the following validation will cause the registration to be rejected unless the DSO approves the new information: • Connection Point Address advised by Supplier is materially inconsistent with Connection Point Address known to MRSO. DSO may accept or reject the new address submitted by the Supplier. • Registration invalid **- next step 15** • Registration valid **- next step 18**	

	Process Step	Role	Process Step Description	Interface
15	Update registration record with rejection	ESBN	Failure of the following validations will cause the registration to be rejected:- • 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. If registration is rejected the Supplier is informed of the rejection with the reasons. Failure of the following validation will cause the registration to be rejected unless the DSO approves the new information. • Meter Point Address advised by Supplier is materially inconsistent with Meter Point Address known to MRSO. DSO may accept or reject the new address submitted by the Supplier.	
16	Inform Supplier of rejection	ESBN	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
17	Receive notice of registration rejection	Supplier	Receives notice of registration rejection.	
18	Determine if provisional acceptance required	ESBN	Failure of the following validations will cause the registration to be provisionally accepted, unless rejected above, pending approval by the DSO:- • The Connection Point is not energised. The registration will become effective when the TMPRN is energised. • Provisional acceptance required - **next step 19** • Provisional acceptance not required - **next step 27**	
19	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

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Process Step		Role	Process Step Description	Interface
20	Receive provisional acceptance	ESBN	Provisional acceptance received.	
21	Send provisional acceptance to DSO	ESBN	MRSO will send provisional acceptance to DSO.	
22	Send ETCI cert	Customer	The Customer will be responsible for the provision of an ETCI cert for the Technical MPRN (connection point) to DSO.	Post/Fax/Email
23	Receive ETCI cert	ESBN	Receive ETCI cert.	
24	Check if all criteria met for energisation	ESBN	DSO will arrange for the energisation of the TMPRN when the following conditions are true:- • All payment required has been received. • A connection agreement must be in place. • Energistaion criteria met - **next step 25** • Energistion criteria not met - **back to step 24**	
25	Complete Connection	ESBN	ESBN will complete connection.	
26	Make energisation status available	ESBN	At energisation DSO makes the connection details and the TMPRN status available to MRSO.	

	Process Step	Role	Process Step Description	Interface

27	Check if registration accepted including provisional acceptance	ESBN	MRSO will firstly confirm that all data required for registration is available and perform the following checks:-
			
			• **No registration present at energisation**: If no Supplier registers the new TMPRN within five days of energisation it will be registered to the nominated Supplier of Last Resort with effect from the energisation date.The registration to the Supplier of Last Resort is confirmed by sending a final acceptance to Supplier of Last Resort. energisation with registration: When energisation of a TMPRN which has been provisionally accepted has been recorded MRSO shall inform the Supplier of the final acceptance.
			• **No energisation**: Should a TMPRN have a provisionally accepted Supplier registration for sixty working days and TMPRN has not been energised, MRSO will issue a report to the Supplier.
			• **Late energisation**: If energisation of a new connection is not for any reason recorded by MRSO within five days of the energisation date then:-
			
			    • If a registered Supplier can be identified then the registration acceptance will be backdated to the energistion 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.
			
			• Registration accepted - **next step 28**
			• Registration not accepted - **next step 29**	

28	Registration accepted & available	ESBN	ESBN confirms registration accepted and available.	
29	Check time since energised	ESBN	ESBN checks time since energised. • Energised for 5 days - **next step 30** • Not energised for 5 days - **back to step 26**	
30	Register SoLR	ESBN	MRSO registers SoLR.	
31	Inform DSO of registration acceptance	ESBN	MRSO Informs DSO of registration acceptance.	

Process Step		Role	Process Step Description	Interface
32	Send confirmation of acceptance to Supplier	ESBN	ESBN sends acceptance to Supplier.	101 MM
33	Receives notice of acceptance	Supplier	Supplier receives notice of acceptance.	
34	Advise Supplier of characteristics at technical MPRN	ESBN	MRSO will inform the registered Supplier of characteristics of the TMPRN.	700 MM
35	Receive energisation status, unmetered inventory & connection characteristics	Supplier	ESBN receives energisation status, unmetered inventory & connection characteristics.	
36	Receive notification	ESBN	DSO receives notification.	

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 700W MM is sent the Suppliers to withdraw a 700 MM 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).