

# **MARKET PROCESS DESIGN**

**MPD 36 1.1 – Change of Group MPRN\_CoS**

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# 1. Introduction

## 1.1 Scope

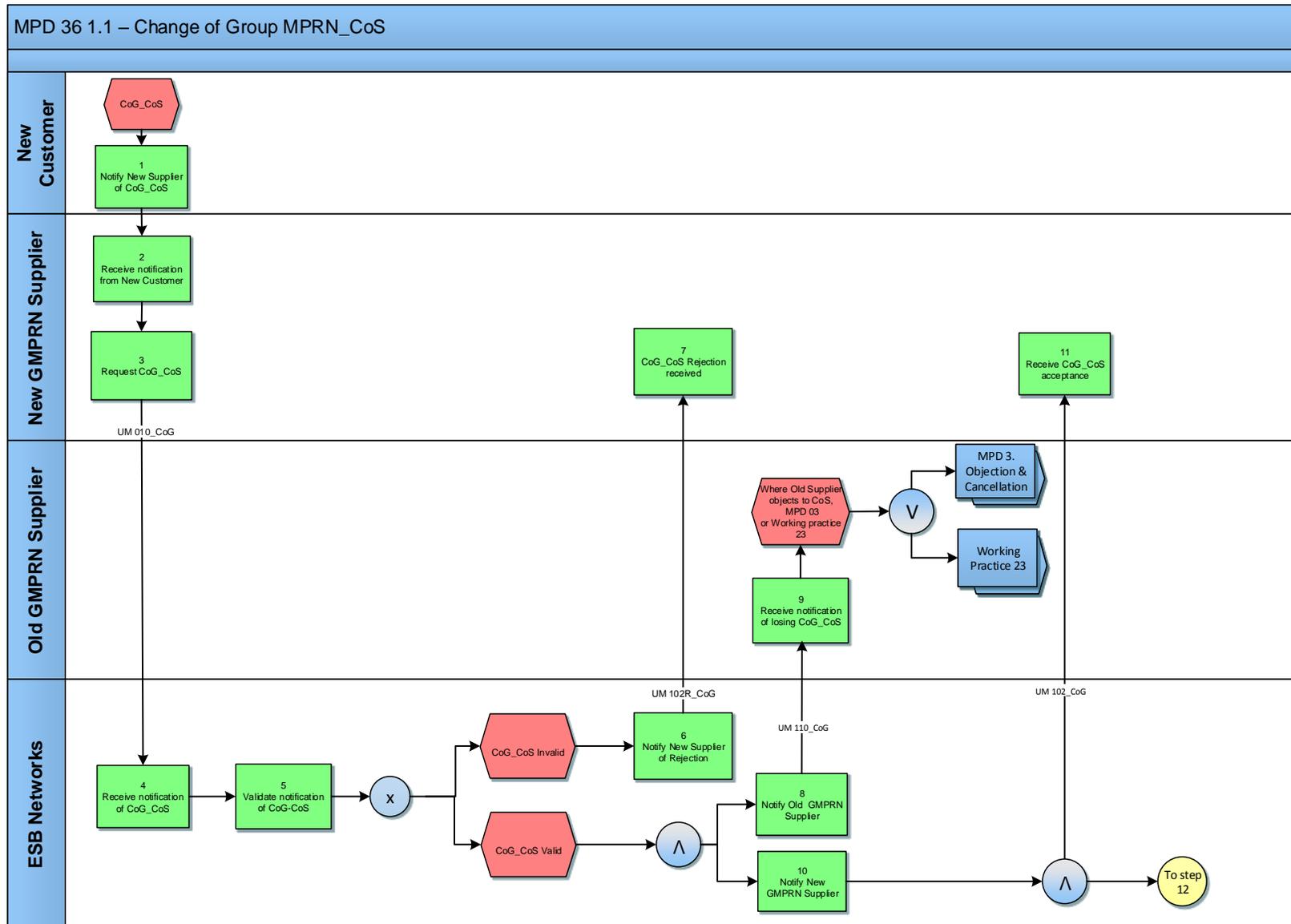
This Procedure describes the process for the Change of Group MPRN in Change of Supplier.

## 1.2 History of Changes

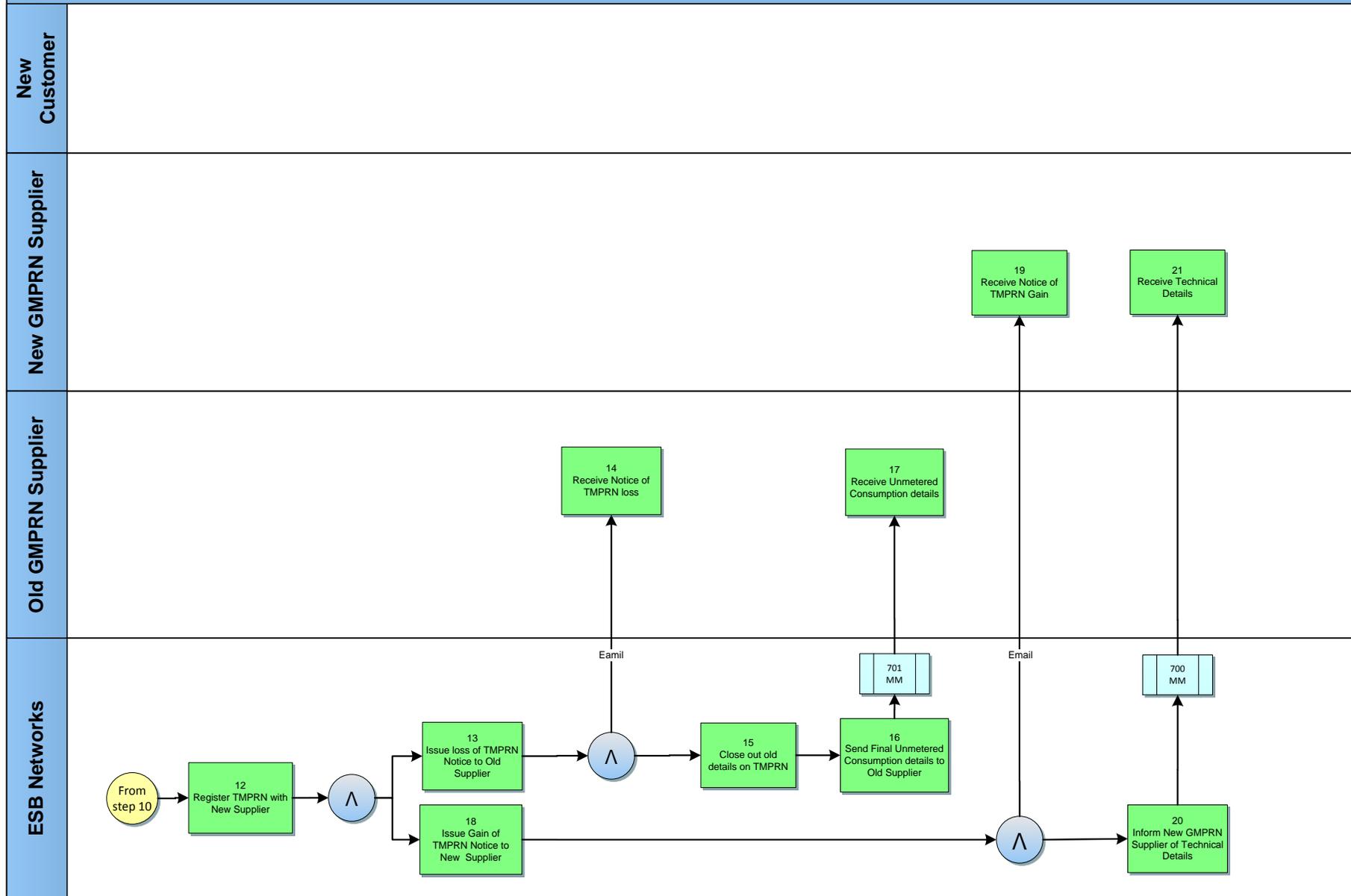
This Procedure includes the following changes:-

Version in which last change Implemented	Source of Change	Description of Change
Draft	MCR 0075	NEW MPD 36 Change of GMPRN
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 9.1	Unmetered Process Review - MCR 1084	Process split into 2 separate processes. MPD 36 1.1 Change of Group with CoS and 1.2 Change of Group without CoS. Main difference between the 2 processes is that CoG with CoS is performed by MRSO and CoG without CoS is performed by UMR.
Version 10.5	MCR 1165 – Conversion of MPDs from ARIS to document format.	ARIS Process flow converted to Visio format and Step Table included.
Version 11.0	MCR 1111	Updated Supplementary information regarding Automated Debt Flagging Solution. Amended process map to include reference to MPD 03 Objection & Cancellation & MPD 3.1 Automated Debt Flagging Solution. Referenced MPD 03 & MPD 3.1 in Step Table (Step 7) – Process Description.

## 2. Process Map



MPD 36 1.1 – Change of Group MPRN\_CoS

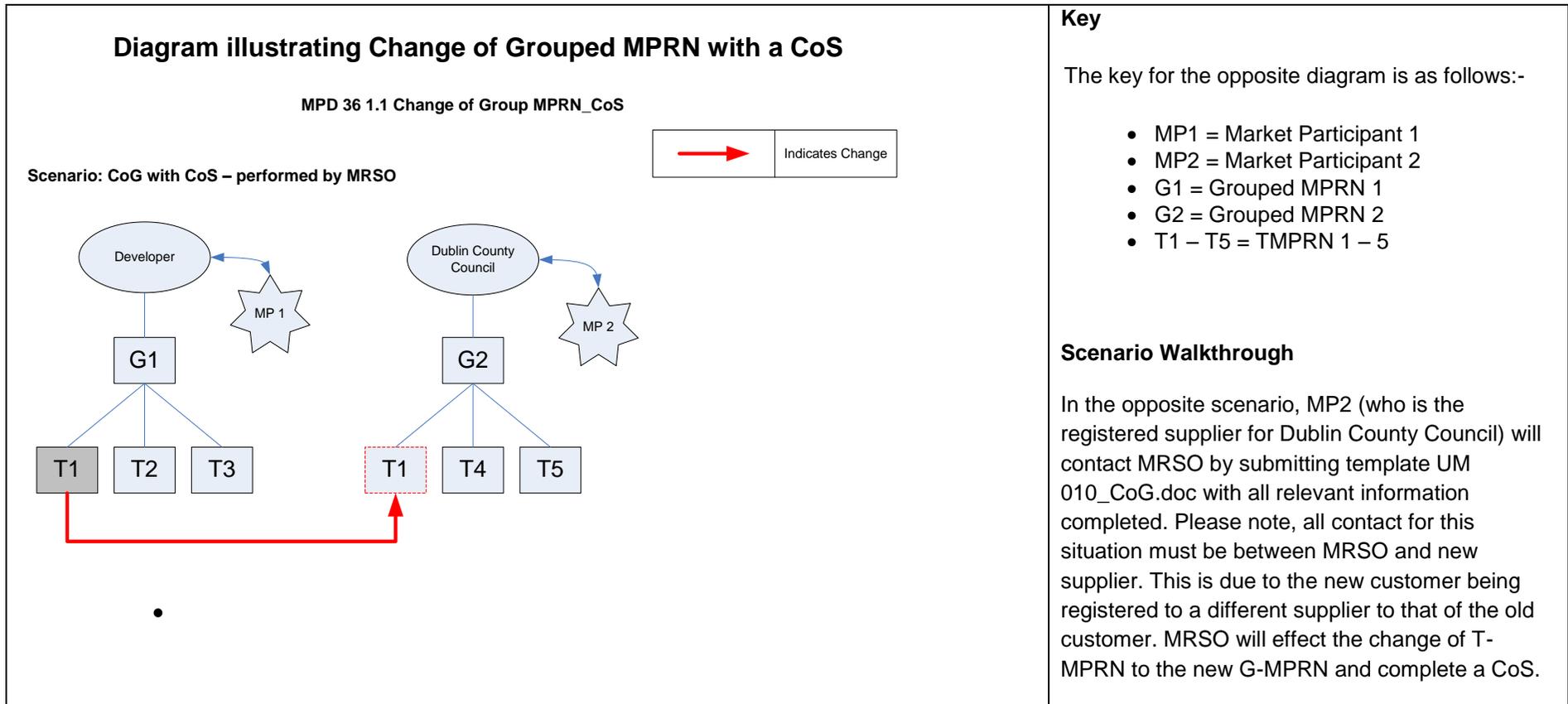


## 2.1 Process Description

Process Step		Role	Process Step Description	Interface
1	Notify New Supplier of CoG_CoS	New Customer	The Customer contacts the New Supplier.	
2	Receive notification from New Customer	New GMPRN Supplier	The New GMPRN Supplier receives request from the Customer.	
3	Request CoG_CoS	New GMPRN Supplier	The New GMPRN Supplier sends a manual registration application for a CoG_CoS via email. The New Supplier is responsible for the validity of all information provided.	UM 010_CoG
4	Receive notification of CoG_CoS	ESBN	Meter Registration System Operator (MRSO) receives CoG_CoS request.	
5	Validate notification of CoG_CoS	ESBN	The MRSO will validate the request in accordance with the applicable validation rules (see Supplementary Information) and advise the Customer if the request is rejected. <ul style="list-style-type: none"> <li>• Registration invalid - <b>next step 6</b></li> <li>• Registration valid - <b>next steps 8 &amp; 10</b></li> </ul>	
6	Notify New Supplier of Rejection	ESBN	MRSO will inform the New Supplier of the Rejection and the reason. This is sent manually via email to the New Supplier.	UM 102R_CoG
7	CoG_CoS Rejection received	New GMPRN Supplier	The New GMPRN Supplier receives the manual Rejection email message.	
8	Notify Old GMRPN Supplier	ESBN	MRSO will manually, via email, notify the Old GMPRN Supplier that a Change of Supplier has been received for a GMPRN.	UM 110_CoG
9	Receive notification of losing CoG_CoS	Old GMPRN Supplier	The Old GMPRN Supplier receives a manual email message advising them of the loss of the GMPRN. At this stage of the process the Old Supplier may object to the CoS. Objections/Cancellations are dealt with manually by MRSO. If the objection is on the grounds of Debt refer to Working Practice 23.	
10	Notify New GMPRN Supplier	ESBN	MRSO will manually notify the New Supplier of Acceptance of CoG_CoS.	UM 102_CoG
11	Receive CoG_CoS acceptance	New GMPRN Supplier	The New GMPRN Supplier receives a manual email message advising them of the Acceptance of the CoG_CoS.	

Process Step		Role	Process Step Description	Interface
12	Register TMPRN with New Supplier	ESBN	MRSO will update the registration of the TMPRN as per those of the New GMPRN. <ul style="list-style-type: none"> <li>Issue notice to Old Supplier - <b>next step 13</b></li> <li>Issue notice to New Supplier - <b>next step 18</b></li> </ul>	
13	Issue loss of TMPRN Notice to Old Supplier	ESBN	MRSO will notify the Old Supplier of the loss of TMPRN.	UM 105L_CoG
14	Receive notice of TMPRN loss	Old GMPRN Supplier	Old GMPRN Supplier receives notification of TMPRN loss.	
15	Close out old details on TMPRN	ESBN	MRSO will close out old GMPRN relationship and notify the Old Supplier of the closing consumption.	
16	Send Final Unmetered Consumption details to Supplier	ESBN	701 Market Message is sent to the Old GMPRN Supplier advising them of the closing consumption for the TMPRN associated with the GMPRN.	701 MM
17	Receive Unmetered Consumption details	Old GMPRN Supplier	The Old GMPRN Supplier receives the closing consumption details of the TMPRN associated with the GMPRN.	
18	Issue Gain of TMPRN Notice to New Customer	ESBN	MRSO will notify the New GMPRN Supplier of the gain of TMPRN.	UM 105_CoG
19	Receive Notice of TMRPN Gain	New GMPRN Supplier	The New GMPRN Suppliers receives notification of TMPRN gain.	
20	Inform New GMPRN Supplier of Technical Details	New GMPRN Supplier	700 Market Message is sent to the New GMPRN Supplier advising them of the Technical Details of the inventory on the TMPRN and the new GMPRN relationship to the New Supplier.	700 MM
22	Receive Technical Details	ESBN	The New GMPRN Supplier receives notification of Technical Details of the inventory on the TMPRN.	

### 3. Supplementary Information



## Notification Validation Rules for a Change of Group MPRN

Failure of the following validations will cause the request to be rejected: The Customer must have provided all mandatory information

- All information provided must be detailed at TMRPN level
- The Meter Point status of the TMRPN can only be Energised (E) or De-Energised (D)
- Both the New and Old GMPRN must be registered
- The New Customer who is registered to a New Supplier must initiate the process of change to Grouped MPRN with a CoS. All interactions for this transaction will be between new Supplier and MRSO.
- The process will not be successful if an existing Change of Supplier is pending on either GMPRN

## General Information for Change of Grouped MPRN with CoS

- **Effective Date** - The change will be effective from the 1<sup>st</sup> of the next Calendar month after the request has been received. That is, if an 010 MM is received with a required date of 20.11.2011, the date the change will take place is the 01.12.2011.

## Objection/Cancellation Process for a Change of Group MPRN with CoS

- Any Objections/Cancellations will be handled manually by MRSO.
- The process that takes place to reverse a “Change of Group MPRN” is as follows:
  - A Change of Group MPRN is requested via 010 MM template.
  - The Change will take place on the first day of the next calendar month [for example 010 MM template received on 15.10.11. the change will be made on the 1.11.11]
  - MP1 or MP2 contact MRSO (via phone or email) to indicate that an error was made (either erroneous transfer or objection)
  - No reversals can take place within the system for this transaction. That is, a new change of Group MPRN will be processed after the “erroneous” Change of Group MPRN has taken place. The date of the corrective Change of Group MPRN will be the first of the following month [ for example, the corrective Change of Group MPRN will take place on 1.12.11]
- Please note, MPs are requested to only request this transaction in exceptional circumstances.

## Market Participant Contact point for issues with Process 36 1.1

- All queries relating to the operation of this process must be directed to MRSO at email [MRSO@esb.ie](mailto:MRSO@esb.ie)

Process or market design questions/issues in relation to this process can be directed to RMDS at [info@rmdservice.com](mailto:info@rmdservice.com)

## 4. Unmetered Templates

The current templates associated with this MPD can be found on the RMDS website [here](#).

[Working Practice 23](#) describes the process of Debt Flagging via the Objection/Cancellation process and using Email Templates.

There are two '48' hour wait periods.

- First Wait Period (FWP) starts from when the 110 MM is outbound and ends a max. of 48hrs later.
- Second Wait Period (SWP) starts from when the 112 MM is outbound and ends a max. of 48hrs later.

The **First Wait Period** (FWP) starts when the Old Supplier receives the 110 MM, the Old Supplier must perform the Debt Flagging checks and submit a Debt Flag where conditions are met before expiration of this 48Hr Period.

Following receipt of the 110 MM Template(s) the Old Supplier may send a list of GMPRN's over threshold via Secure File Transfer Service (SFTS) to MRSO.

MRSO will check that the Debt Flag files have been received within 48 hours of the 110 MM Email Template being sent from MRSO to the Old Supplier, if the Debt Flag files have been received outside FWP, a 112R MM Email Template will be sent to Old Supplier by MRSO.

MRSO will group the GMPRN's by New Supplier and forwarded to the relevant New Supplier.

The **Second Wait Period** (SWP) begins when the New Supplier receives this notification of debt.

If the New Supplier decides to cancel the CoS, an 011 MM Email Template will be forwarded to MRSO with Cancellation Reason 'DE' (Objection for Debt).

If MRSO received the 011 MM Email Template outside the 48 hours, the Old Supplier will receive the 111R MM Email Template with Reason code 'TIM'.

If the Cancellation Notification is received within the SWP, MRSO will send a 111 MM Email Template to the New Supplier confirming cancellation of the CoS.

MRSO will notify the Old Supplier of the CoS cancellation. This is done by sending a 111L MM email template. The Customer will remain with the Old Supplier.

At the end of the SWP if the Gaining Supplier has not cancelled the Registration Request, the CoS process completes

The wait periods are timed so that the Debt Flagging process finishes within the current 5 day COS window

Days are Working days, and therefore Weekends and Bank Holidays are not counted within the wait period timelines