



# ESB Networks

## Christmas 2024 / New Year 2025 Working Arrangements

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## 1. Introduction and Scope

This document is intended to provide Market Participants with the details of the working Arrangements over the Christmas and New Year 2024/2025 period. This includes the following:-

- ESB Networks working and non-working days over the period in question
- Market Participant Support arrangements provided by ESB Networks Support Centre
- The arrangements for and timings of file uploads for Debt Flagging UnMetered
- The arrangements for and timing of NQH Read Batch runs
- The arrangements for and timing of sending QH Data to Suppliers
- The arrangements and timing of sending Microgen data
- End of Aggregation and QH run dates
- The relevant dates in relation to De-energisation/Energisation at Customer premises
- Meter Works business dates
- Prepayment Metering
- **Appendix 1** – End of Year Aggregation Run Dates
- **Appendix 2** - Month+4 and Month+13 Aggregation Run Schedules
- **Appendix 3** - Activity Summary (excluding Aggregation)

This document covers the period Tuesday 17<sup>th</sup> December 2024 to Thursday 2<sup>nd</sup> January 2025.

## 2. ESB Networks Working Days

The following are defined as ESB Networks **working** days in the Central Market System (SAP ISU) over the Christmas and New Year 2024/2025 period:

- Tuesday 17<sup>th</sup> December 2024
- Wednesday 18<sup>th</sup> December 2024
- Thursday 19<sup>th</sup> December 2024
- Friday 20<sup>th</sup> December 2024
- Monday 23<sup>rd</sup> December 2024
- Tuesday 24<sup>th</sup> December 2024
- Monday 30<sup>th</sup> December 2024
- Tuesday 31<sup>st</sup> December 2024
- Thursday 2<sup>nd</sup> January 2025

The following days are defined as **non-working** days on the Central Market System:

- Wednesday 25<sup>th</sup> December 2024
- Thursday 26<sup>th</sup> December 2024
- Friday 27<sup>th</sup> December 2024
- Wednesday 1<sup>st</sup> January 2025

**Note 1:** The Central Market System and the Message HUB are planned to be operational on all the ESB Networks non-working days to facilitate Suppliers sending in Market Messages should they wish. However, the normal ESB Networks support arrangements for the Market Operations behind these messages will not be available on these days. In addition, as normal, IT support will not be available to restore the Central Market System and Message HUB on the weekend days should an unplanned issue arise on those days.

**Note 2:** Suppliers can expect to receive QH readings messages and Aggregation messages on some of the non-working days as per **Appendix 1** and **Appendix 2**. A summary of relevant dates excluding Aggregation can be found in **Appendix 3**.

### 3. Market Participant Support Arrangements

ESB Networks will be providing Operational and Market System support on a limited basis on all of the ESB Working days listed above. In particular this will consist of support for the following areas:-

- NQH Read upload and Batch runs
- QH Data provision
- De-Energisation (No activity during period)/ Re-Energisation (See section 7 below for specific business arrangements)

In addition, MRSO will issue the aggregation messages in line with the requirements of the settlement calendar issued by the Single Electricity Market Operator (SEMO). Tuesday 24<sup>th</sup> December 2024 is a full working day with full services provided by MRSO. A restricted service will be provided on Monday 30<sup>th</sup> and Tuesday 31<sup>th</sup> December 2024

Suppliers should note the following:-

- Tuesday 17<sup>th</sup> December 2024 is the last date for receipt of CoS request MM 010 in relation to QH sites to be transferred on Wednesday 1<sup>st</sup> January 2025
- In relation to NQH sites transferring after start of January 2024, MRSO advise that MM 010 should be sent as early as possible on Tuesday 24<sup>th</sup> December 2024 so that any rejections for technical reasons can be corrected in time.

### 4. Debt-Flagging – Umetered (Manual)

- Old Suppliers should upload files containing GMPRN's with debt through the SFTS, for downloading by MRSO.
- MRSO will upload files containing GMPRNs with debt through the SFTS on Thursday 2<sup>nd</sup> January 2025, for downloading by New Supplier(s).

## 5. NQH Read Batch Run Arrangements

The following table shows the dates on which NQH Reading messages will be sent to Suppliers:

Central Market Systems Working Day	NQH Billing Batch Runs
Thursday 24 <sup>th</sup> Dec 2024	Yes
Monday 30 <sup>th</sup> Dec 2024	Yes
Tuesday 31 <sup>st</sup> Dec 2024	Yes
Thursday 2 <sup>nd</sup> Jan 2025	Yes

## 6. QH Data Arrangements

The following table shows the days for which QH consumption is intended to be provided where this data is available to MRSO for individual QH Sites. This data will be sent out as part of the normal QH Batch arrangements.

Billing messages MM 341 & MM 342 will issue as normal up to Monday 23<sup>rd</sup> December 2024. The next batch run is scheduled for Friday 27<sup>th</sup> December 2024 2024 as below:

ESB Networks System	QH 341 & 342 Data provided for Dates (As below)
Monday 23 <sup>rd</sup> December 2024	19 <sup>th</sup> - 22 <sup>nd</sup> December 2024
Tuesday 24 <sup>th</sup> December 2024	23 <sup>rd</sup> - 24 <sup>th</sup> December 2024
Friday 27 <sup>th</sup> December 2024	OH Only
Monday 30 <sup>th</sup> December 2024	25 <sup>th</sup> - 26 <sup>th</sup> December 2024
Wednesday 1 <sup>st</sup> January 2025	27 <sup>th</sup> - 29 <sup>th</sup> December 2024
Thursday 2 <sup>nd</sup> January 2025	Normal service resumes

## 7. Smart Data Provision

Provision of Smart meter data is planned to be operational as normal over the Christmas period so Suppliers should expect to continue to receive xml files containing export data on a D+1 basis. However, the normal ESB Networks support arrangements will not be available on non-working days and if an issue is encountered it will be addressed on the next working day.

## 8. PAYG

Non-friendly credit dates for 2025 as follows:

- St Bridget's Bank holiday - Monday 3<sup>rd</sup> February 2025
- Good Friday - Friday 18<sup>th</sup> April 2025
- Easter Monday - Monday 21<sup>st</sup> April 2025
- May weekend - Monday 5<sup>th</sup> May 2025
- June weekend - Monday 2<sup>nd</sup> June 2025
- August weekend - Monday 4<sup>th</sup> August 2025
- October weekend - Monday 27<sup>th</sup> October 2025

Credit friendly dates for 2025 as follows:

- Christmas Eve 24<sup>th</sup> December
- Christmas Day 24<sup>th</sup> December
- St Stephens day 26<sup>th</sup> December
- New Years Eve 31<sup>st</sup> December
- New Years Day 1<sup>st</sup> January
- St Patricks day 17<sup>th</sup> March

## 9. NPA De-Energisation / Re-Energisation Business Dates

The following dates are applicable to NPA De-energisations, Vacant Premises (no contract) and Re-energisations at Customer premises over the period:

### There are 2 De-Energisation Dates;

#### (1) Domestic Customers

- The last pre-Christmas date that NPA De-Energisations will be carried out for Domestic Customers is Thursday, **5<sup>th</sup> December 2024**. A valid Market Message (017) should be received by ESB Networks at least 5 working days in advance of this date i.e. close of business on Thursday **28<sup>th</sup> November 2024**, to facilitate action before Christmas (assumes normal volumes). Resumption date of normal services for De-energisations will be Monday **20<sup>th</sup> January 2025**
- The last pre-Christmas date that Vacant Premises (no contract) De-Energisations will be carried out for Domestic Customers is Thursday, **12<sup>th</sup> December 2024**. A valid Market Message (017) should be received by ESB Networks at least 5 working days in advance of this date i.e. close of business on Thursday, **5<sup>th</sup> December 2024** to facilitate action before Christmas (assumes normal volumes). Resumption date of normal services for De-energisations will be **Thursday, 2<sup>nd</sup> January 2025**.

#### (2) Non-Domestic Customers

- The last pre-Christmas date that NPA De-Energisations and Vacant Premises (no contract) will be carried out for Non-Domestic Customers is Thursday, **12<sup>th</sup> December 2024**. A valid Market Message (017) should be received by ESB Networks by close of business on



Thursday, **5<sup>th</sup> December 2024**. Resumption date of normal service for NPA De-energisations will be **Thursday 2<sup>nd</sup> January 2025**.

- NPA Re-Energise (MM 017) Market Messages will be accepted by ESB Networks up to 1pm on **Thursday 19<sup>th</sup> December 2024**. Calls to Customer premises to carry out NPA Re-Energisation will be made up to and including **Tuesday 24<sup>th</sup> December 2024**

Normal service will be resumed on **Thursday, 2<sup>nd</sup> January 2025**.

## 10. Meter Works Business Dates

The following dates are applicable to Meter Works requests for work to be carried out at Customer premises over the period:

- Appointments included on market messages can be accepted for Meter Works to be carried out by Networks at customers' premises up to and including 1p.m. on **Tuesday, 17<sup>th</sup> December 2024**.
- Meter Works - Normal Service will be resumed on **Thursday, 2<sup>nd</sup> January 2025**.

## 11. Prepayment Metering

PMP requests will be processed up to close of business **Friday, 20<sup>th</sup> December 2024**. Requests submitted after that date will be processed on **Thursday, 2<sup>nd</sup> January 2025**

If an ESNB PAYG meter is in credit or emergency credit, it will NOT self- disconnect during the following times:

- From 4 p.m on **Monday, 23<sup>rd</sup> December 2024** until 9 a.m. **Friday, 27<sup>th</sup> December 2024**
- From 4 p.m on **Monday, 30<sup>th</sup> December 2024** until 9 a.m. on **Thursday, 2<sup>nd</sup> January 2025**

The last day of new installations of financial hardship PAYG meters will be **Friday, 13<sup>th</sup> December 2024**. Normal service will resume from **Thursday, 2<sup>nd</sup> January 2025**.

The final day for submission of installation files will be **Friday the 6<sup>th</sup> of December 2024**. Installation files will be accepted again on **Friday 3<sup>rd</sup> January 2025**.



## 12. Appendix 1 - End of Year Aggregation Run Dates

No.	Date/Time	Task	Market Messages
1.	Monday 23 <sup>rd</sup> December 2024	Run Indicative Aggregations for the following dates: 20 <sup>th</sup> – 22 <sup>nd</sup> Dec	590 to SMO 59X series to Suppliers for each date
		Run Initial Aggregations for the following date: 17 <sup>th</sup> Dec	590 to SMO 59X series to Suppliers for each date
2.	Tuesday 24 <sup>th</sup> December 2024	Run Indicative Aggregation for the following date: 23 <sup>rd</sup> Dec	590 to SMO 59X series to Suppliers for each date
		Run Initial Aggregations for the following date: 18 <sup>th</sup> Dec	590 to SMO 59X series to Suppliers for each date
3.	Thursday 26 <sup>th</sup> December 2024	Run Indicative Aggregation for the following date: 24 <sup>th</sup> – 25 <sup>th</sup> Dec	590 to SMO 59X series to Suppliers for each date
		Run Initial Aggregation for the following date: 19 <sup>th</sup> – 22 <sup>nd</sup> Dec	590 to SMO 59X series to Suppliers for each date
4.	Friday 27 <sup>th</sup> December 2024	Run Indicative Aggregations for the following date: 26 <sup>th</sup> Dec	590 to SMO 59X series to Suppliers for each date
		Run Initial Aggregation for the following dates: 23 <sup>rd</sup> Dec	590 to SMO 59X series to Suppliers for each date
5.	Monday 30 <sup>th</sup> December 2024	Run Indicative Aggregations for the following dates: 27 <sup>th</sup> – 29 <sup>th</sup> Dec	590 to SMO 59X series to Suppliers for each date
		Run Initial Aggregations for the following dates: 24 <sup>th</sup> Dec	590 to SMO 59X series to Suppliers for each date
6.	Tuesday 31 <sup>st</sup> December 2024	Run Indicative Aggregation for the following dates: 30 <sup>th</sup> Dec	590 to SMO 59X series to Suppliers for each date
		Run Initial Aggregation for the following date: 25 <sup>th</sup> Dec	590 to SMO 59X series to Suppliers for each date
7.	Wednesday 01 <sup>st</sup> January 2025	Run Indicative Aggregation for the following date: 31 <sup>st</sup> Dec	590 to SMO 59X series to Suppliers for each date
		Run Initial Aggregations for the following date: 26 <sup>th</sup> Dec	590 to SMO 59X series to Suppliers for each date
8.	Thursday 02 <sup>nd</sup> January 2025	Run Indicative Aggregation for the following date: 1 <sup>st</sup> Jan	590 to SMO 59X series to Suppliers for each date
		Run Initial Aggregations for the following date: 27 <sup>th</sup> – 29 <sup>th</sup> Dec	590 to SMO 59X series to Suppliers for each date
9.	Friday 03 <sup>rd</sup> January 2025	Run Indicative Aggregation for the following date: 2 <sup>nd</sup> Jan	590 to SMO 59X series to Suppliers for each date
		Run Initial Aggregations for the following date: 30 <sup>th</sup> Dec	590 to SMO 59X series to Suppliers for each date





### 13. Appendix 2 - Month+4 and Month+13

MRSO will be running the following scheduled batch jobs for the Month+4 and Month+13 aggregations throughout the month of December to facilitate the Market Operator and allow early resettlement and invoicing:-

#### Month+4

- Will run on the morning of 11<sup>th</sup> Dec 2024 with messages covering the period 25<sup>th</sup> Aug – 31<sup>st</sup> Aug 24 issuing as usual.
- Will run on the morning of 18<sup>th</sup> Dec 2024 with messages covering the period 1<sup>st</sup> Sept – 7<sup>th</sup> Sept 24 issuing as usual.
- Will run on the morning of 24<sup>th</sup> Dec 2024 with messages covering the period 8<sup>th</sup> Sept – 14<sup>th</sup> Sept 24 issuing as usual.
- Will run on the morning of 1<sup>st</sup> Jan 2025 with messages covering the period 15<sup>th</sup> Sept – 23<sup>rd</sup> Sept 24 issuing as usual.

#### Month+13

- Will run on the morning of 12<sup>th</sup> Dec 2024 with messages covering the period 3<sup>rd</sup> Dec – 9<sup>th</sup> Dec 23 issuing as usual.
- Will run on the morning of 19<sup>th</sup> Dec 2024 with messages covering the period 10<sup>th</sup> Dec – 16<sup>th</sup> Dec 23 issuing as usual.
- Will run on the morning of 26<sup>th</sup> Dec 2024 with messages covering the period 17<sup>th</sup> Dec – 23<sup>rd</sup> Dec 23 issuing as usual.
- Will run on the morning of 2<sup>nd</sup> Jan 2025 with messages covering the period 24<sup>th</sup> Dec – 30<sup>th</sup> Dec 23 issuing as usual.