

ESB Networks

Christmas 2022 / New Year 2023 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 2022/2023 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 Thursday 15th December 2022 to Wednesday 4th January 2023.

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 2022/2023 period:

- Thursday 15th December 2022
- Friday 16th December 2022
- Monday 19th December 2022
- Tuesday 20th December 2022
- Wednesday 21st December 2022
- Thursday 22nd December 2022
- Friday 23rd December 2022
- Thursday 29th December 2022
- Friday 30th December 2022
- Tuesday 4th January 2023

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

- Monday 26th December 2022
- Tuesday 27th December 2022
- Wednesday 28th December 2022
- Monday 2nd January 2023

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). Friday 23rd December 2022 is a full working day with full services provided by MRSO. A restricted service will be provided on Thursday 29th and Friday & 30th December 2022.

Suppliers should note the following:-

- Friday 16th December 2022 is the last date for receipt of CoS request MM 010 in relation to QH sites to be transferred on Friday 1st January 2023
- In relation to NQH sites transferring after start of January 2023, MRSO advise that MM 010 should be sent as early as possible on Friday 23rd December, 2022 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 Tuesday 3rd January 2023, 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 |
|---------------------------------------|---------------------------|
| Friday 23 rd Dec 2022 | Yes |
| Thursday 29 th Dec 2022 | Yes |
| Friday 30 th Dec 2022 | Yes |
| Tuesday 2 nd Jan 2023 | 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 Friday 23rd December 2022. The next batch run is scheduled for Tuesday 27th December 2022 as below:

| ESB Networks System | QH 341 & 342 Data provided for Dates (As below) |
|------------------------------------|---|
| Friday 23 rd Dec 2022 | 20 th – 21 st Dec 2022 |
| Tuesday 27 th Dec 2022 | 22 nd – 25 th Dec 2022 |
| Thursday 29 th Dec 2022 | 26 th – 27 th Dec 2022 |
| Monday 2 nd Jan 2023 | 28 th Dec 2022 |
| Tuesday 3 rd Jan 2023 | 29 th Dec 2022 |
| Wednesday 4 th Jan 2023 | Normal service resumes |

7. Micro Gen Data

The Interim Retail Market Microgeneration Solution 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. 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.”

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 and Vacant Premises (no contract) will be carried out for Domestic Customers is Wednesday, 30th November 2022. A valid Market Message (017) should be received by ESB Networks at least 4 working days in advance of this date i.e. close of business on Thursday 24th November 2022, to facilitate action before Christmas (assumes normal volumes). Resumption date of normal services for De-energisations will be Wednesday 1st March 2023.

(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, 15th December 2022. A valid Market Message (017) should be received by ESB Networks by close of business on Thursday, 8th December 2022. Resumption date of normal service for NPA De-energisations will be Wednesday, 4th January 2023.
- NPA Re-Energise (MM 017) Market Messages will be accepted by ESB Networks up to 1pm on Tuesday 20th December 2022. Calls to Customer premises to carry out NPA Re-Energisation will be made up to and including Friday, 23rd December 2022. Normal service will be resumed on Tuesday, 3rd January 2023.

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 Friday, 16th December 2022.
- Meter Works - Normal Service will be resumed on Tuesday, 3rd January 2023.

11. Prepayment Metering

PMP requests will be processed up to Thursday, 22nd December 2022. .Requests submitted after that date will be processed on Tuesday, 3rd January 2023.

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 Friday, 23rd December 2022 until 9 a.m Tuesday, 27th December 2022
- From 4 p.m on Friday, 30th December 2022 until 9 a.m on Monday, 2nd January 2023

The last day of new installations of financial hardship PAYG meters will be Friday, 9th December 2022. Normal service will resume from Tuesday, 3rd January 2023.

The final day for submission of installation files will be Friday the 9th of December. Installation files will be accepted again on Friday the 13th of January 2023.

12. Appendix 1 - End of Year Aggregation Run Dates

| No. | Date/Time | Task | Market Messages |
|-----|--|---|---|
| 1. | Wednesday 21 st December 2022 | Run Indicative Aggregations for the following dates: 20 th Dec | 590 to SMO 59X series to Suppliers for each date |
| | | Run Initial Aggregations for the following date: 15 th Dec | 590 to SMO 59X series to Suppliers for each date |
| 2. | Thursday 22 nd December 2022 | Run Indicative Aggregation for the following date: 21 st Dec | 590 to SMO 59X series to Suppliers for each date |
| | | Run Initial Aggregations for the following date: 16 th – 18 th Dec | 590 to SMO 59X series to Suppliers for each date |
| 3. | Friday 23 rd December 2022 | Run Indicative Aggregation for the following date: 22 nd Dec | 590 to SMO 59X series to Suppliers for each date |
| | | Run Initial Aggregation for the following date: 19 th Dec | 590 to SMO 59X series to Suppliers for each date |
| 4. | Monday 26 th December 2022 | Run Indicative Aggregations for the following date: 23 rd – 25 th Dec | 590 to SMO 59X series to Suppliers for each date |
| | | Run Initial Aggregation for the following dates: 20 th Dec | 590 to SMO 59X series to Suppliers for each date |
| 5. | Tuesday 27 th December 2022 | Run Indicative Aggregations for the following dates: 26 th Dec | 590 to SMO 59X series to Suppliers for each date |
| | | Run Initial Aggregations for the following dates: 21 st Dec | 590 to SMO 59X series to Suppliers for each date |
| 6. | Wednesday 28 th December 2022 | Run Indicative Aggregation for the following dates: 27 th Dec | 590 to SMO 59X series to Suppliers for each date |
| | | Run Initial Aggregation for the following date: 22 nd Dec | 590 to SMO 59X series to Suppliers for each date |
| 7. | Thursday 29 th December 2022 | Run Indicative Aggregation for the following date: 28 th Dec | 590 to SMO 59X series to Suppliers for each date |
| | | Run Initial Aggregations for the following date: 23 rd – 25 th Dec | 590 to SMO 59X series to Suppliers for each date |
| 8. | Friday 30 th December 2022 | Run Indicative Aggregation for the following date: 29 th Dec | 590 to SMO 59X series to Suppliers for each date |
| | | Run Initial Aggregations for the following date: 26 th Dec | 590 to SMO 59X series to Suppliers for each date |
| 9. | Monday 2 nd January 2023 | Run Indicative Aggregation for the following date: 30 th – 1 st Jan | 590 to SMO 59X series to Suppliers for each date |
| | | Run Initial Aggregations for the following date: 27 th 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 7th Dec 2022 with messages covering the period 21st Aug – 27th Aug 22 issuing as usual.
- Will run on the morning of 14th Dec 2022 with messages covering the period 28th Aug – 3rd Sept 22 issuing as usual.
- Will run on the morning of 21st Dec 2022 with messages covering the period 4th Sept – 10th Sept 22 issuing as usual.
- Will run on the morning of 28th Dec 2022 with messages covering the period 11th Sept – 17th Sept 22 issuing as usual.
- Will run on the morning of 4th Jan 2023 with messages covering the period 18th Sept – 24th Sept 22 issuing as usual.

Month+13

- Will run on the morning of 8th Dec 2022 with messages covering the period 28th Nov – 4th Dec 21 issuing as usual.
- Will run on the morning of 15th Dec 2022 with messages covering the period 5th Dec – 11th Dec 21 issuing as usual.
- Will run on the morning of 22nd Dec 2022 with messages covering the period 12th Dec – 18th Dec 21 issuing as usual.
- Will run on the morning of 29th Dec 2022 with messages covering the period 19th Dec – 25th Dec 21 issuing as usual.
- Will run on the morning of 5th Jan 2023 with messages covering the period 26th Dec – 1st Jan 22 issuing as usual.