

Excerpt of BSCP515 'Licensed Distribution' v7.0 showing changes Proposed by DCP0031

3.5 Energisation of a Metering System (SVA Only)<sup>1</sup>

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.5.1	At any time.	Issue energisation request.	Supplier.	MOA or LDSO <sup>2</sup>	D0134 Request to Change Energisation Status <sup>3</sup> .	Electronic or other method, as agreed.
If MOA energises						
3.5.2	Within 5WD (for HH) or 10WD (for NHH) of attempting to change energisation status.	Send change of energisation status and initial meter register reading.	MOA.	LDSO, Supplier, DC.	D0139 Confirmation or Rejection of Energisation Status Change.  or For Prepayment Meters see the D0179 - Confirmation of Energisation/De-Energisation of a Prepayment Meter.	Electronic or other method, as agreed.
If LDSO energises						

<sup>1</sup> Note that energisation of CVA Metering Systems only occurs as part of the connection process described in section 3.4.

<sup>2</sup> Note that the LDSO may energise as the result of a direct request from the Customer associated with the Metering System.

<sup>3</sup> Note that this includes a requested date of energisation, referred to in this section 3.5 as 'the date of energisation requested in 3.5.1'.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.5.3	<u>Within 5 WD of 3.5.1 if Supplier energisation request accepted</u>  <u>or</u> <u>Before 3.5.5 if Metering System is to be energised due to a Customer request.</u>	<u>Confirm that the Metering System is to be energised.</u>	<u>LDSO</u>	<u>Supplier</u>	<u>Confirmation that the Metering System will be energised and the date of energisation.</u>	<u>Manual, electronic or other method, as agreed.</u>
3.5.4 <del>3</del>	If <u>Supplier</u> request rejected <sup>4</sup> and within <u>25</u> WD of 3.5.1.	Send notification of rejection, including reasons why the request has been rejected. <u>Optional: suggest alternative date(s) for energisation that the Supplier may wish to use if the request is re-issued via 3.5.1.</u>	LDSO.	Supplier.	D0139 Confirmation or Rejection of Energisation Status Change.  P0211 Site Visit Rejection. <sup>5</sup>  or For Prepayment Meters either the D0179 - Confirmation of Energisation/De-Energisation of a Prepayment Meter or D0139 Confirmation or Rejection of Energisation Status Change.	Electronic or other method, as agreed.  Manual.
3.5.5 <del>4</del>	If request accepted and on the date <u>of energisation</u> requested <u>or agreed</u> in 3.5.1.	Energise Metering System and note initial meter register reading.	LDSO.			Internal Process.

<sup>4</sup> If Supplier request rejected the LDSO takes no further action after this step until a request is issued via 3.5.1.

<sup>5</sup> The use of this data flow is optional.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.5.6	<u>If unable<sup>6</sup> to energise Metering System on the date of energisation requested in 3.5.1 and within 5WD of that date.</u>	<u>Notify Supplier of inability to energise Metering System as requested. Optional: suggest alternative date(s) for energisation that the Supplier may wish to use if the request is re-issued via 3.5.1</u>	<u>LDSO.</u>	<u>Supplier.</u>	<u>Confirmation of inability to energise Metering System as requested and notification of any suggested alternative date(s) for energisation.</u>	<u>Manual, electronic or other method, as agreed.</u>
3.5.7 <del>5</del>	Within 5WD of 3.5.4.	Send change of energisation status and the initial meter register reading.	LDSO.	MOA, Supplier.	D0139 Confirmation or Rejection of Energisation Status Change. <sup>7</sup> or For Prepayment Meters either the D0179 - Confirmation of Energisation/De-Energisation of a Prepayment Meter or D0139 Confirmation or Rejection of Energisation Status Change.	Electronic or other method, as agreed.

<sup>6</sup> If unable to energise, the LDSO takes no further action after this step until a request is issued via 3.5.1.

<sup>7</sup> Where there is a failure to change the energisation status, the D0139 is sent only to the Supplier. Where the energisation status *is* changed, but a meter register reading cannot be taken, the D0139 is sent to the Supplier and the MOA, and a D0002 sent by the MOA to the DC requesting a decision on further action.

### 3.6 De-energisation of a Metering System (SVA Only)<sup>8</sup>

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.6.1	At any time.	Send de-energisation request.	Supplier.	MOA or LDSO <sup>9</sup>	D0134 Request to Change Energisation Status <sup>10</sup> .	Electronic or other method, as agreed.
If MOA de-energises						
3.6.2	Within 5WD (for HH) or 10WD (for NHH) of attempting to change energisation status.	Send change of energisation status and final meter register reading.	MOA.	LDSO, Supplier, DC.	D0139 Confirmation or Rejection of Energisation Status Change. <sup>11</sup>  or For Prepayment Meters the D0179 - Confirmation of Energisation/De-Energisation of a Prepayment Meter.	Electronic or other method, as agreed.
If LDSO de-energises						

<sup>8</sup> Note that, unlike in SVA, de-energisation of CVA Metering Systems only occurs as part of the disconnection process described in section 3.8

<sup>9</sup> Note that the LDSO may de-energise as the result of a direct request from the Customer associated with the Metering System.

<sup>10</sup> Note that this includes a requested date of de-energisation, referred to in this section 3.6 as 'the date of de-energisation requested in 3.6.1'.

<sup>11</sup> Where there is a failure to change the energisation status, the D0139 is sent only to the Supplier. Where the energisation status *is* changed, but a meter register reading cannot be taken, the D0139 is sent to the Supplier and the MOA, and a D0002 sent by the MOA to the DC requesting a decision on further action.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.6.3	<p><u>Within 5 WD of 3.6.1 if Supplier de-energisation request accepted</u></p> <p><u>or</u></p> <p><u>Before 3.6.5 if Metering System is to be de-energised due to a Customer request</u></p>	<u>Confirm that the Metering System is to be de-energised.</u>	<u>LDSO</u>	<u>Supplier</u>	<u>Confirmation that the Metering System will be de-energised and the date of de-energisation.</u>	<u>Manual, electronic or other method, as agreed.</u>
3.6.43	If <u>Supplier</u> request rejected <sup>12</sup> and within <u>25</u> WD of 3.6.1.	Send notification of rejection, including reasons why the request has been rejected. <u>Optional: suggest alternative date(s) for de-energisation that the Supplier may wish to use if the request is re-issued via 3.6.1.</u>	LDSO.	Supplier.	<p>D0139 Confirmation or Rejection of Energisation Status Change.</p> <p>P0211 Site Visit Rejection.<sup>13</sup></p> <p>or</p> <p>For Prepayment Meters either the D0179 - Confirmation of Energisation/De-Energisation of a Prepayment Meter or D0139 Confirmation or Rejection of Energisation Status Change.</p>	<p>Electronic or other method, as agreed.</p> <p>Manual.</p>
3.6.54	If request accepted and within 2WD of 3.6.1.	Agree time and date for de-energisation.	LDSO	MOA.	De-energisation details.	Telephone or other method, as agreed.
3.6.65	Within 2WD of 3.6.54 and before planned date for de-energisation. (HH only).	Arrange with HHDC to collect data.	MOA.	HHDC.	D0005 Instruction on Action.	Electronic or other method, as agreed.

<sup>12</sup> If Supplier request rejected the LDSO takes no further action after this step until a request is issued via 3.6.1.

<sup>13</sup> The use of this data flow is optional.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.6.76	On date and time agreed in 3.6.54(HH only).	Collect final HH Metered Data.	HHDC.			Internal Process.
3.6.87	Immediately following 3.6.76 (HH only).	Confirm data collection.	HHDC.	LDSO or MOA (if appropriate).	The MOA will telephone the HHDC when the MOA is on site. Following the HHDC collecting the data, the HHDC will provide confirmation to the MOA.	Telephone or other method, as agreed.
3.6.98	On the date <u>of de-energisation</u> requested <del>or agreed</del> in 3.6.1 or as required in emergency situations.	Obtain final meter register reading, if available. De-energise Metering System.	LDSO.			Internal Process.
3.6.10	<u>If unable<sup>14</sup> to de-energise Metering System on the date of de-energisation requested in 3.6.1 and within 5WD of that date.</u>	<u>Notify Supplier of inability to de-energise Metering System as requested. Optional: suggest alternative date(s) for de-energisation that the Supplier may wish to use if the request is re-issued via 3.6.1.</u>	<u>LDSO.</u>	<u>Supplier.</u>	<u>Confirmation of inability to de-energise Metering System as requested and notification of any suggested alternative date(s) for de-energisation.</u>	<u>Manual, electronic or other method, as agreed.</u>

<sup>14</sup> If unable to de-energise, the LDSO takes no further action after this step until a request is issued via 3.6.1

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.6.119	Within 5WD of 3.6.98.	Send change of energisation status and final meter register reading, if available.	LDSO.	Supplier, MOA.	D0139 Confirmation or Rejection of Energisation Status Change. <sup>15</sup>  or  For Prepayment Meters either the D0179 - Confirmation of Energisation/De-Energisation of a Prepayment Meter or D0139 Confirmation or Rejection of Energisation Status Change.	Electronic or other method, as agreed.

<sup>15</sup> Where the Metering System has been de-energised by the LDSO as part of an emergency metering service, the LDSO shall provide the change of energisation status and final meter register reading to the MOA only, with MOA responsible for providing this information to the Supplier.

### 3.7 Disconnection of a SVA Metering System

Prior to any SVA disconnection, the Supplier will normally instruct their MOA to de-energise the Metering System in accordance with Section 3.6 ‘De-energisation of a Metering System (SVA Only)’. Where this has not occurred prior to the disconnection request, the LDSO may reject the disconnection request or, if the disconnection needs to be carried out at short notice, liaise with the appointed MOA to arrange for removal and recovery of the Meter and sending of the necessary flows.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.7.1	At request of Supplier, or as required.	Supplier requests disconnection of Metering System.	Supplier.	LDSO <sup>16</sup> .	D0132 Request for Disconnection of Supply <sup>17</sup> .	Electronic or other method, as agreed.
<u>3.7.2</u>	<u>Within 5 WD of 3.7.1 if Supplier disconnection request accepted</u>  <u>or</u> <u>Before 3.7.4 if Metering System is to be disconnected due to a Customer request</u>	<u>Confirm that the Metering System is to be disconnected.</u>	<u>LDSO</u>	<u>Supplier</u>	<u>Confirmation that the Metering System will be disconnected and the date of disconnection.</u>	<u>Manual, electronic or other method, as agreed.</u>
3.7. <del>3</del> 2	If <u>Supplier</u> request rejected <sup>18</sup> and <u>within 5WD of 3.7.1.</u>	Notify Supplier of rejection of disconnection request. <u>Optional: suggest alternative date(s) for disconnection that the Supplier may wish to use if the request is re-issued via 3.7.1.</u>	LDSO.	Supplier.	D0262 Rejection of Disconnection.	Electronic or other method, as agreed.

<sup>16</sup> Note that the LDSO may disconnect as the result of a direct request from the Customer associated with the Metering System.

<sup>17</sup> Note that this includes a requested date of disconnection, referred to in this section 3.7 as ‘the date of disconnection requested in 3.7.1’.

<sup>18</sup> If Supplier request rejected the LDSO takes no further action after this step until a request is issued via 3.7.1.



REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.7. <del>43</del>	If request accepted <u>and on the date of disconnection requested in 3.7.1.</u>	Disconnect Metering System. <sup>19</sup>	LDSO.	<del>SMRA.</del>	<del>Disconnection Date and MSID</del>	<u>Internal Process.</u> <u>Manual, electronic or other method, as agreed.</u>
3.7.5	<u>If unable<sup>20</sup> to disconnect Metering System on the date of disconnection requested in 3.7.1, and within 5WD of that date.</u>	<u>Notify Supplier of inability to disconnect Metering System as requested. Optional: suggest alternative date(s) for disconnection that the Supplier may wish to use if the request is re-issued via 3.7.1.</u>	<u>LDSO.</u>	<u>Supplier.</u>	<u>Confirmation of inability to disconnect Metering System as requested and notification of any suggested alternative date(s) for disconnection.</u>	<u>Manual, electronic or other method, as agreed.</u>
3.7.6	<u>Within 10WD of disconnection.</u>	<u>Notify SMRA and Supplier of details of disconnection.</u>	<u>LDSO.</u>	<u>SMRA.</u> <u>Supplier.</u>	<u>Disconnection Date and MSID.</u> <u>D0125 Confirmation of Disconnection of Supply.</u>	<u>Manual, electronic or other method, as agreed.</u> <u>Electronic or other method, as agreed.</u>
3.7. <del>74</del>	<del>On</del> <u>Within 2WD of unsuccessful validation of data sent in 3.7.<del>43</del></u>	Notify originator of receipt of invalid data.	SMRA	LDSO	MSID, original message identifier and reason for failure.  (If MSID is root of error or cause of failure, this data item may be omitted).	Manual, electronic or other method, as agreed.
3.7. <del>85</del>	If Meter still present at time of disconnection then within 10WD of the disconnection. <sup>21</sup>	Liaise with MOA to agree arrangements for removal and recovery of Meter.	LDSO	MOA	Location of Meter and arrangements for removal / delivery / collection.	Telephone/Fax/Email/Post or other method as agreed.

<sup>19</sup> ~~LDSOs may additionally send a D0125 Confirmation of Disconnection of Supply data flow to the Supplier.~~

<sup>20</sup> If unable to disconnect, the LDSO takes no further action after this step until a request is issued via 3.7.1

<sup>21</sup> Where time allows, this liaison activity may precede the disconnection in step 3.7.3