



**3.2 REGISTRATION ACTIVITIES.**

**3.2.1 Supplier requests New Connection - Metered Supply.**

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.2.1.1		Send notification of appointment and associated Agent details to the NHHDC.	Supplier <sup>53</sup> .	NHHDC.	D0148 Notification of Change to Other Parties. D0155 Notification of New Meter Operator or Data Collector Appointment and Terms. D0302 Notification of Customer Details	Electronic or other method, as agreed.
3.2.1.2	Within 10WD of completion of Meter installation.	Send NHH Metered Data, including MTD, energisation status and initial Meter register reading, where obtained.	MOA. <sup>54</sup>	NHHDC. NHHDC, Supplier, LDSO.	D0010 Meter Readings. D0149 Notification of Mapping Details. D0150 Non Half Hourly Meter Technical Details.	Electronic or other method, as agreed.
3.2.1.3	Within 5 WD of receipt of D0150 from the MOA	Send SVA Metering System details, including initial (class average) EAC to the NHHDC.	Supplier	NHHDC	D0052 Affirmation of Metering System Settlement Details. D0205 Update Registration Details See Appendix 4.12 – Usage and Validation of Affirmation of Metering System Settlement Details (D0052) Flow.	Electronic or other method, as agreed.

<sup>53</sup> The Supplier will state the class and type of SVA MS required and the data collection period for each SVA MS.

<sup>54</sup> Whenever installing new, replacement and re-configured NHH meters or carrying out work requiring the re-registration of the metering system, the MOA shall ensure that the meter registers are clearly identified and that the Meter Register ID (J0010) used in all relevant DTN data flows (e.g. D0149 and D0150) clearly identifies the registers on the metering asset read. See [BSCP514PSL110 sections 1.4.2 and 1.5.1](#) for details.

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### 3.3.7 Reconfigure or Replace SVA Metering System - No Change of Measurement Class.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3.7.1	Within 10WD of replacing / reconfiguring MS	Send final Meter register reading for replaced / reconfigured MS or notify that Meter register reading not obtainable.  Send Meter register reading for replacement MS / new configuration.  Send MTD for replacement MS / new configuration.	MOA. <sup>55 56</sup>	NHHDC.  NHHDC, Supplier, LDSO.	D0010 Meter Readings or D0002 Fault Resolution Report or Request for Decision on Further Action  D0149 Notification of Mapping Details D0150 Non Half Hourly Meter Technical Details.	Electronic or other method, as agreed.
3.3.7.2	If Meter register reading obtained from replaced / reconfigured MS.	Process and validate Meter register reading(s).	NHHDC.		Appendix 4.2 – Validate Meter Data, Appendix 4.6 – Manual Adjustment of Meter Reading(s).	Internal Process.
3.3.7.3	If invalid Meter register reading.	Produce and send Invalid Data Report.	NHHDC.	Supplier, LDSO.	D0010 Meter Readings.	Electronic or other method, as agreed.

<sup>55</sup> A change of Meter due to safety reasons may lead to a different type of Meter being put in. This would require the MOA to determine a permanent solution, in conjunction with the NHHDC as necessary.

<sup>13</sup> ~~With reference to 3.3.7.1, whenever installing new, replacement and re-configured NHH meters or carrying out work requiring re-registration of the metering system, the MOA shall ensure that the Meter registers are clearly identified and that Meter Register Id (J0010) to be used in all relevant DTN Data Flows (e.g. D0149 & D0150) clearly identifies the registers on the metering asset read. See PSL110 sections 1.4.2 and 1.5.1 for details [CP1223]~~

<sup>56</sup> With reference to 3.3.7.1, whenever installing new, replacement and re-configured NHH meters or carrying out work requiring re-registration of the metering system, the MOA shall ensure that the Meter registers are clearly identified and that Meter Register Id (J0010) to be used in all relevant DTN Data Flows (e.g. D0149 & D0150) clearly identifies the registers on the metering asset read. See ~~BSCP514~~PSL110 sections 1.4.2 and 1.5.1 for details

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3.7.4	If valid Meter register reading.	Produce and send Valid Data Report.	NHHDC.	Supplier, LDSO.	D0010 Meter Readings. Refer to section 3.3.11 – Calculate AA/EAC Values and send to NHHDA and Supplier.	Electronic or other method, as agreed.
3.3.7.5	If no valid Meter register reading(s) received 10WD of the replacement / reconfiguration and initial and / or final reading required	Request initial and / or final Meter register reading	NHHDC	MOA, Supplier		Post / Fax / Email
3.3.7.6	Within 10WD of 3.3.7.5	Send initial and / or final Meter register reading	MOA / Supplier	NHHDC <sup>9</sup>	D0010 Meter Readings	Electronic or other method, as agreed
3.3.7.7	If required and no valid final Meter register reading received within 10WD of 3.3.7.5.6 <a href="#">[CP1223]</a>	Deem final Meter register reading and calculate associated EAC / AA(s)	NHHDC		Appendix 4.5 – Deemed Meter Advance Refer to section 3.3.11 Calculate AA/EAC Values and send to NHHDA and Supplier.	Internal Process

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3.7.8	If required and at least 10WD after 3.3.7.4 [CP1223] and by 10WD before the Final Reconciliation Run for the relevant Settlement Date, if no valid initial Meter register reading has been received	Deem initial Meter reading in accordance with Appendix 4.5 and calculate associated EAC / AA(s)	NHHDC		Appendix 4.5 – Deemed Meter Advance Refer to section 3.3.11 Calculate AA/EAC Values and send to NHHDA and Supplier.	Internal Process
3.3.7.9	Following 3.3.7.8	Send Deemed Meter Reading	NHHDC	Supplier, LDSO	D0010 Meter Readings	Electronic or other method as agreed