

**Redlined BSCP502 for CP1409 ‘Change of Measurement Class process for advanced Meters.’**

The CP proposes changes to BSCP502 sections 3.3.1, 3.3.2 and 3.3.8.

We have redlined these changes against Version 22.0.

### 3.3 Metering Activities.

#### 3.3.1 Change of Measurement Class from Non-Half Hourly to Half Hourly SVA Metering System, coincident with change of Supplier, HHDC, HHDA and MOA<sup>1</sup>.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3.1.1	Prior to CoMC date change <sup>2</sup> or Within 5 WD of coincident CoS and CoMC change <sup>3</sup> .	Send notification of appointment, including start date and associated Agent details.	New Supplier.	HHDC.	D0148 Notification of Change to Other Parties. D0155 Notification of New Meter Operator or Data Collector Appointment and Terms. D0289 Notification of MC/EAC/PC. D0302 Notification of Customer Details.	Electronic or other method, as agreed.
3.3.1.2	Within 5 WD of change or Within 5 WD of coincident CoS and CoMC change.	Send initial Meter reading(s) with date and time in GMT. Send MTD	HHMOA.	Supplier / HHDC <sup>4</sup> / LDSO. HHDC	D0010 Meter Readings. D0268 Half Hourly Meter Technical Details If site is complex, send Complex Site Supplementary Information Form. Refer to Appendix 4.9 Guide to Complex Sites.	Electronic or other method, as agreed.
3.3.1.3	On agreement of Meter reading schedule with Supplier following 3.3.1.2.	Send Meter reading schedule.	HHDC.	Supplier, LDSO	D0012 Confirmation of the Inclusion of the Metering Point in the Reading Schedules.	Electronic or other method, as agreed.
3.3.1.4	From HHDC appointment start date.	Collect HH Metered Data.	HHDC.		Refer to Section 3.4.1.	Internal Process.
3.3.1.5	In accordance with timescales in Appendix 4.6.	Prove MS.	HHMOA.	HHDC.	Refer to Appendix 4.6.	Electronic or other method, as agreed.

<sup>1</sup> This process can also be used where there is only a CoMC, not a coincident CoS and CoMC.

<sup>2</sup> Where there is a CoMC only, the HHDC shall be appointed from the date of the actual CoMC.

<sup>3</sup> Where there is a coincident CoS and CoMC, the HHDC shall be appointed from the Supply Start Date (SSD).

<sup>4</sup> Meter changes do not normally occur at midnight, therefore the HHDC should estimate consumption (in accordance with Appendix 4.2) from midnight of his appointment date until confirmation of the Meter change is received. ~~If a Meter reading(s) is obtained from the HH MOA within 5 WD of the appointment start date, to prevent "double counting" of consumption, then~~ the HHDC shall use a 'zero' advance between midnight on the SSD and the time of the Meter reading provided ~~to the outgoing NHHDC by the HHMOA.~~

**3.3.2 Change of Measurement Class from Half Hourly to Non-Half Hourly SVA Metering System coincident with change of Supplier, NHHDC, NHHDA and MOA<sup>1</sup>.**

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3.2.1	Before planned date of change of measurement class.	Send Id of new NHHMOA and request to collect final HH Metered Data.	Current Supplier.	HHDC.	D0005 Instruction on Action.	Electronic or other method, as agreed.
3.3.2.2	Within 3 WD of 3.3.2.1 and before planned date of change of measurement class.	Arrange date by when final HH Metered Data should be collected.  (Note that for the day of the change consumption for the half hour periods after the time of the change are set to zero).	HHDC.	NHHMOA.	D0005 Instruction on Action.	Electronic or other method, as agreed.
3.3.2.3	On date and time agreed in 3.3.2.2.	Collect final HH Metered Data.	HHDC.			Internal Process.
3.3.2.4	Immediately following 3.3.2.3.	Confirm final HH Metered Data collection.	HHDC.	NHHMOA.	The MOA will telephone the HHDC when the MOA is on site or is ready to reconfigure the MS remotely. Following the HHDC collecting the data, the HHDC will provide confirmation to the MOA.	Telephone.
3.3.2.5	Within 5 WD of receipt of final Meter register reading.	Send final Meter register reading.	HHMOA.	HHDC / Supplier.	D0010 Meter Readings.	Electronic or other method, as agreed.
3.3.2.6	On termination of appointment of HHDC.	Send appointment termination date for MS.	Current Supplier.	HHDC.	D0151 Termination of Appointment or Contract by Supplier.	Electronic or other method, as agreed.
3.3.2.7	If no Meter register reading received within 10 WD of CoMC and initial reading required <sup>5</sup>	Request initial Meter register reading.	NHHDC	Supplier		Post / Fax / Email
3.3.2.8	Within 10 WD of 3.3.2.7	Send initial Meter register reading.	Supplier	NHHDC	D0010 Meter Readings	Electronic or other method as agreed.

<sup>5</sup> An initial Meter reading is required for a co-incident CoS and CoMC. It is optional for a CoMC only.

**3.3.8 Change of Measurement Class from Below 100kW to Above 100kW or Vice Versa.**

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3.8.1	Within 5 WD of identification of CoMC change.	Send notification of Measurements Class change as either above or below 100kW.	Supplier.	HHDC.	D0289 Notification of MC/EAC/PC <b>Error!</b> <b>ookmark not defined.</b>	Electronic or other method, as agreed.
3.3.8.2	Within 1 WD of 3.3.8.1.	Record revised Measurement Class type.	HHDC.			Internal Process.