**Redlined BSCP514 for CP1439 'Proving Test Permissible Software'**.

This CP proposes changes to BSCP514 sections, 5.5.4.5 and 8.3.2.

We have also included some additional housekeeping changes to sections 5.4.1.5, 5.4.1.7 and 9.3.

We have redlined these changes against Version 28.0.

## [Housekeeping]5.4　Meter Operation Activities

### 5.4.1　Half Hourly Metering System Investigation Process

| REF | WHEN | ACTION | FROM | TO | INFORMATION REQUIRED | METHOD |
|-----|------|--------|------|----|----------------------|--------|
| 5.4.1.1 | As appropriate | Send request to investigate MS. | Any Participant[1] | Supplier | Details of fault. | Electronic or other method, as agreed. |
| 5.4.1.2 | Within 2 WD of 5.4.1.1 (if applicable) or as required | Send request to investigate MS. | Supplier / HHDC | HHMOA | D0001 Request Metering System Investigation. | Electronic or other method, as agreed. |
| 5.4.1.3 | Within 5 WD of receipt of D0001 | Investigate MS.<br><br>Attempt to resolve fault.<br><br>If the resolution involves a site visit take a Meter register reading. following resolution of the fault. | HHMOA | | | Internal process. |
| 5.4.1.4 | If fault resolved within 5 WD of receipt of D0001 | Go to 5.4.1.12. | HHMOA | | | |
| 5.4.1.5 | If fault remains unresolved 5 WD after receipt of D0001 | Send notification that the fault cannot be resolved within 5WD, and send a corresponding fault resolution plan (if required) detailing the actions that need to be taken to resolve the fault and the proposed timescales or update on proposed next steps. Request decision on further action if appropriate. | HHMOA[2] | [Housekeeping] HHDC | D0005 Instruction on Action.[3]<br><br><br><br>Fault resolution plan (if required). | Electronic or other method, as agreed.<br><br>Fax, Email or other method, as agreed. |

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[1] Any Participant other than the HHDC wishing to request that the HHMOA carries out a MS investigation shall do so via the Supplier. The D0001 'Request Metering System Investigation' can be used to notify the Supplier of the fault if appropriate.

[2] The HHMOA should contact and liaise with the Supplier if appropriate

[3] The D0005 'Instruction on Action' should always be sent containing the high level points so that an audit trail can be maintained. For complex cases where the D0005 is not sufficient, or where requested by the HHDC, further details can be given in the fault resolution plan. In these instances the sending of the fault resolution plan should be referred to in the D0005. Any other correspondence between the Supplier, HHMOA and HHDC which is required to resolve the fault should be sent in a format and by a method agreed by those Participants involved.

| REF | WHEN | ACTION | FROM | TO | INFORMATION REQUIRED | METHOD |
|---|---|---|---|---|---|---|
| 5.4.1.6 | As soon as possible after 5.4.1.5, if appropriate | Send decision on further action. | HHDC | HHMOA | D0005  Instruction on Action. | Electronic or other method as agreed. |
| 5.4.1.7 | Following 5.4.1.5 or 5.4.1.6 (as appropriate) | Attempt to resolve fault. | HHMOA | [Housekeeping] HHDC / Supplier | | Internal Process. |
| 5.4.1.8 | If fault resolved within 15 WD of receipt of D0001 | Go to 5.4.1.12. | HHMOA | | | |
| 5.4.1.9 | If fault remains unresolved 15 WD after receipt of D0001 | Notify that the fault remains unresolved. | HHMOA | HHDC | D0005 Instruction on Action. | Electronic or other method, as agreed. |
| 5.4.1.10 | As soon as possible following 5.4.1.9 | Progress resolution of outstanding fault. | HHMOA | | As appropriate: D0005  Instruction on Action. Fault resolution plan. | Internal Process. |
| 5.4.1.11 | If and when appropriate following 5.4.1.10 | Consult and / or update HHDC regarding investigation on regular basis (as agreed) until fault resolved. | HHMOA[2] | HHDC | D0005  Instruction on Action. | Electronic or other method, as agreed. |
| 5.4.1.12 | Within 5 WD of resolving fault | Send fault resolution report and undertake any steps in process 5.3.4 which may be appropriate. | HHMOA | HHDC / Supplier | D0002  Fault Resolution Report or Request for Decision on Further Action. | Electronic or other method, as agreed. |
| 5.4.1.13 | If appropriate, within 5 WD of 5.4.1.12 | Report resolution of fault. | Supplier [4] | Relevant Participant | As appropriate: D0002  Fault Resolution Report or Request for Decision on Further Action. Details of resolution. | Electronic or other method, as agreed. |

[4] Where the MS investigation was requested by a Participant other than the HHDC, the Supplier shall send the relevant Participant the fault resolution report within 5 WD of receiving the D0002 'Fault Resolution Report or Request for Decision on Further Action'.  The Supplier shall use the D0002 for this notification where the Participant initially notified the Supplier of the inconsistency via the D0001 'Request Metering System Investigation'.

| REF | WHEN | ACTION | FROM | TO | INFORMATION REQUIRED | METHOD |
|---|---|---|---|---|---|---|
| 5.4.1.14 | If appropriate, at the same time as 5.4.1.12 | Send MTD, if changed or corrected. | HHMOA | Supplier / HHDC / LDSO | D0268  Half Hourly Meter Technical Details.<br><br>If site is Complex refer to Appendix 8.4. | Electronic or other method, as agreed. |
| 5.4.1.15 | If appropriate, within 10 WD of resolving fault. | Send the relevant Meter information changes. | HHMOA | ECOES | D0312  Notification of Meter Information to ECOES. | Electronic or other method as agreed. |
| 5.4.1.16 | In accordance with timescales in Appendix 8.3.5 | If MTD manually intervened or there has been a key field change, prove MS. | HHMOA | HHDC | Refer to Appendix 8.3.5 and process 5.5. | Electronic or other method, as agreed. |

### 5.5.4 Proving of a Metering System by Method 4 Error! Bookmark not defined.

| REF | WHEN | ACTION | FROM | TO | INFORMATION REQUIRED | METHOD |
|---|---|---|---|---|---|---|
| 5.5.4.1 | When instructed by Supplier | Install or reconfigure, commission to CoP4, retrieve HH Metered Data for a specific HH Settlement Period and note MTD while on site. | HHMOA | | See 5.2.2 or 5.3.4 as required. | Internal Process. |
| 5.5.4.2 | Following installation / reconfiguration, commissioning and once HH Metered Data retrieved | Send request for proving test or alternatively request a re-test following failure of immediately preceding proving test and provide MTD. | HHMOA | HHDC | D0005  Instruction on Action.<br><br>D0268  Half Hourly Meter Technical Details.<br><br>If site is Complex, send Complex Site Supplementary Information Form. Refer to Appendix 8.4 Guide to Complex Sites. | Electronic or other method, as agreed. |
| 5.5.4.3 | Following 5.5.4.2 | Read Meter for Settlement Period of own choosing using either a Hand Held Unit or via remote interrogation as appropriate (ensuring that data for the Settlement Period collected does not contain a zero value). | HHDC | | | Internal Process. |
| 5.5.4.4 | Following 5.5.4.3 | Send raw HH Metered Data or notification that Metered Data cannot be collected. | HHDC | HHMOA | D0001  Request Metering System Investigation.<br><br>D0003  Half Hourly Advances. | Electronic or other method, as agreed. |

| REF | WHEN | ACTION | FROM | TO | INFORMATION REQUIRED | METHOD |
|---|---|---|---|---|---|---|
| 5.5.4.5 | Following 5.5.4.4 | Uses either the manufacturer's software or software which has a relevant protocol approval in accordance with BSCP601 to read mMeter constants, pulse multiplier, serial no etc, then read mMeter pulses or engineering data for same HH period as provided by HHDC to calculate HH reading.<br><br>If data received from HHDC, proceed to process 5.5.5 to undertake a comparison and issue the results.<br><br>If data not received from HHDC, proceed to 5.5.4.2 to undertake a re-test. | HHMOA | | | Internal Process. |

### 8.3.2 Methods of Proving

The HHMOA shall decide what method of proving test is appropriate in conjunction with the HHDC and has one of the four methods outlined below to choose from:

Complex Sites shall be proven in the same way as non Complex Sites except the HHMOA shall use the aggregated data provided by the MS for comparison.

**Method 1**

The HHMOA installs / reconfigures the MS and commissions the MS and records the HH Metered Data reading while on site. The HHMOA then requests the HHDC to collect HH Metered Data for the same Settlement Period as collected by the HHMOA. The HHDC then collects the HH Settlement Period requested and sends this raw HH Metered Data to the HHMOA for comparison.

**Method 2**

The HHMOA installs / reconfigures the MS and commissions the MS and records the HH Metered Data reading while on site. The HHMOA then agrees with the HHDC a date and time for the proving test. The HHMOA visits the site a second time and collects and records the HH Metered Data reading for the specified HH Settlement Period requested of the HHDC. The HHDC collects for the same HH Settlement Period and sends this raw HH Metered Data to the HHMOA for comparison.

**Method 3**

The HHMOA installs / reconfigures the MS and commissions the MS and records the HH Meter register reading while on site. When at the office, the HHMOA then uses its own data retrieval system to read the MS for the same HH Settlement Period as collected during the site visit. The HHMOA then compares the HH Metered Data collected on site with the data retrieved at the office. The HHDC collects for the HH Settlement Period of own choosing and sends this to the HHMOA.[5] The HHMOA then uses its data retrieval system to read for the same HH Settlement Period as provided by the HHDC.

**Method 4**

The HHMOA installs / reconfigures the MS and commissions the MS and records the HH Metered Data reading while on site. The HHDC collects for the HH Settlement Period of own choosing and sends this to the HHMOA5. The HHMOA then uses either the manufacturer's software or software which has a relevant protocol approval in accordance with BSCP601 'Metering Protocol Approval and Compliance Testing' to read the Meter constants, pulse multiplier, serial number etc, then collects Meter pulses or engineering data for the same HH Settlement Period as provided by the HHDC and calculates the reading.

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[5] Ideally this should be the latest Settlement Period for which non-zero data is available. This is to prevent the data from being overwritten in the Meter's memory before the HHMOA has had time to collect it.

## [Housekeeping]9.3    Remotely Read Non Half Hourly Meters

Metering Systems that are configured for remote reading may be identified by the NHHMOA through the J0483 Meter Type contained in the Non Half Hourly Meter Technical Details. Where the Meter Type is any one of the following:

- • 'RCAMR' (Remotely Configurable Automated Meter Reading);

- • 'NCAMR' (Non-Remotely Configurable Automated Meter Reading); or

- • 'RCAMY' (Remotely Configurable Automated Meter Reading with Remote Shutdown Capability)

the NHHMOA shall maintain a set of Auxiliary Meter Technical Details and shall ensure that whenever a D0150 is required to be sent or processed by the NHHMOA in accordance with this BSCP, but with the exception of Meter removals, the D0313 Auxiliary Meter Technical Details flow is also sent or processed successfully for that Metering System. The NHHMOA shall be responsible for backfilling data for all Metering Systems impacted by the D0313 flow.