Redlined BSCP533 Appendix B text for CP1474 'Updating the CoMC processes to facilitate the elective HH Settlement of SMETS Meters'

This CP makes changes to BSCP533 'Appendix B: PARMS Calculation Guidelines'.

We have redlined these changes against Version 18.0.

These redlined changes will be incorporated into the most recent baselined version of BSCP533 Appendix B at the time of go-live.

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Balancing and Settlement Code

BSC PROCEDURE

BSCP533 – Appendix B:

PARMS Calculation Guidelines

~~Version 18.0~~

Date: ~~7 November 2013~~

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BSCP533 Appendix B

Relating to

PARMS Calculation Guidelines

1. Reference is made to the Balancing and Settlement Code and in particular, to the definition of "BSC Procedure" In Section X, Annex X-1 thereof.

2. This is BSCP533 Appendix B, ~~Version 18.0~~ relating to PARMS Data Provision.

3. This BSC Procedure is effective from ~~7 November 2013~~.

4. This BSC Procedure has been approved by the Panel.

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AMENDMENT RECORD

Version	Date	Description of Changes	Changes Included	Mods/ Panel/ Committee Refs
0.1	Code Effective Date	Re-badged AP533 to form BSCP533		
1.1	Code Effective Date	Submitted to the Panel for approval	NCR313	
2.0	27/03/01	Approved by the Panel on 22/02/2001		13/008
3.0	01 November	Changes for Modification P68	P68	NPAB19/210
4.0	01/03/03	Updated to reflect the terminology used in the BSC	CP852	NPAB22/244
5.0	01/08/03	Updated for Modification P62	P62	
6.0	06/01/04	Updated for Modification P99	P99	
6.1	09/01/04	Updated with SVG comments	P99	
7.0	01/05/04	Approved by SVG	P99	
8.0	01/07/04	Consistency Amendments and Working Day timings updates	P99	SVG41/002
9.0	04/11/04	SVA November Release 2004	P124 and CP1016	SVG44/007
10.0	23/02/05	SVA February 05 Release and BETTA 6.3	BETTA 6.3, CP1091	SVG47/004
11.0	30/06/05	SVA June 05 Release	CP1103	SVG52/005
12.0	03/11/05	SVA November Release 05	CP1087	
13.0	26/06/08	June 08 Release	CP1223	ISG84/01 SVG84/02 PAB84/11 TDC109/01
14.0	06/11/08	November 08 Release	CP1237	ISG88/01 SVG88/02 PAB88/03
15.0	05/11/09	November 09 Release	CP1248 v2.0	SVG97/01
16.0	01/11/10	November 10 Release	CP1325 CP1339	SVG111/01 SVG116/05 PAB116/06
17.0	01/07/11	June 11 Release	CP1334[1] CP1344[1] CP1348[1~~4~~]	SVG114/02 SVG122/02 SVG125/01
18.0	07/11/13	November 2013 Release	CP1387	PAB145/08 SVG145/04

[1] Please note: CP1334, CP1344 and CP1348 were implemented as part of the June 2011 Release, effective from 01 July 2011

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Related Documents

Reference 1	PARMS User Requirements Specification
Reference 2	BSC Procedure: BSCP533 - PARMS Data Provision, Reporting and Publication of Peer Comparison Data
Reference 3	BSC Procedure: BSCP533 Appendix A - PARMS Data Provider File Formats

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1. INTRODUCTION

1.1 Purpose

The purpose of this document is to specify the calculation guidelines associated with the information to be submitted to the Performance Assurance Reporting and Monitoring System (PARMS) which monitors market participants' performance. This is intended to provide guidance for Data Providers (SMRAs, the SVAA, the CDCA, Suppliers or Supplier Agents) to assist them in the development of their systems.

1.2 PARMS Data

1.2.1 PARMS Data: General Description

PARMS data consists of data pertaining to the performance of specified market participants and is provided via a pre-determined series of files by agreed Data Providers. This data is specified in BSCP533 PARMS Data Provision, Reporting and Publication of Peer Comparison Data. The data will be loaded automatically (unless specified otherwise) into the PARMS database using the corresponding PARMS validation process.

2. NOTES ON SUBMISSIONS

This document concerns itself primarily with those Serials reported by Suppliers, Supplier Agents, and SMRAs and the data reported by them. A full list of Serials is included in Annex A of this document denoting who is responsible for reporting each Serial.

2.1 Classification of Serials

The Serials measure performance on four levels, these are:

- Trading Arrangements
- CVA Metering System
- Suppliers
- Supplier Agents

Each Serial is denoted by a two letter prefix followed by a two digit number. The two letter prefixes are as follows:

- TA = Trading Arrangement
- CM = CVA Metering System
- SP = Supplier
- HM = Half Hourly Meter Operator Agent
- NM = Non Half Hourly Meter Operator Agent
- NC = Non Half Hourly Data Collector

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The next digit that follows the two-letter prefix will either be a zero (0) or a one (1). A zero (0) indicates it is a Serial developed under P99 and a one (1) indicates it was developed under CP1334.

Those Serials with a one (1) as the first digit fall into three broad categories measuring:

- The appointments process;
- The transfer of key data items; and
- The quality of the data transferred / or quality of action taken

These Serials measure the timeliness, missing or quality/action taken of key business processes.

2.1.1 Assumptions for Serials with the First Digit as One (1)

The Serials developed under CP1334 are: SP11, SP12, SP13, SP14, SP15, HM11, HM12, HM13, HM14, NM11, NM12, and NC11.

GSP Group Level Submissions

Each Serial must be submitted by GSP Group. **Where the key data flow does not contain the GSP Group ID the associated D0155 must be referenced** in order to obtain the GSP Group ID. Where a D0148 has been sent without an associated D0155 (and therefore it will not be possible to identify the GSP Group ID) the GSP Group ID must be submitted as 'unknown' (_U). No other method of determining the GSP Group ID may be used other than the key data flow or the D0155.

The following Serials could feature '_U' in the submission: SP12, SP13, SP14, SP15, HM11, HM12, NM11, NM12 and NC11.

For Serials SP11, HM13 and HM14, submissions should not contain a reference to the '_U' GSP Group as all those Serials are triggered by flows for which the GSP Group is a mandatory field. However, there may be instances from before the GSP Group became a mandatory field in the D0155, in which case this is the only acceptable time that the 'unknown' GSP Group (_U) should be used.

Settlement Run Submissions

Performance for each Serial must be reported against all Settlement Runs for both the H= HH and (N=NHH markets.

Reporting against the Settlement Runs is based on the approximate timings of the Settlement Administrator Agent (SAA) Settlement Runs given in BSCP01[2]. These are approximate dates, and in reality the Settlement Runs can occur ±2 WD from specified days. This will provide a good indication of affected Settlement Runs

[2] Overview of Trading Arrangements

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The Settlement Run bands must be considered as follows, unless otherwise stated:

Settlement Bands
Number of activities received or missing between +1 WD and +16 WD from relevant date = before SF
Number of activities received or missing between +17 WD and +39 WD from relevant date = before R1
Number of activities received or missing between +40 WD and +84 WD from relevant date = before R2
Number of activities received or missing between +85 WD and +154 WD from relevant date = before R3
Number of activities received or missing between +155 WD and +292 WD from relevant date = before RF
Number of activities received or missing from +293 WD from relevant date = after RF

Counting Working Days for Settlement Run Submissions

Calculating WDs must be done in absolute terms. For example, where a data flow is received +290 WDs after the EFD it must be reported against the 'Before RF' standard, even though it would be unlikely to have been processed in time for the RF Run.

If the date that data is received on is the 16th, 39th, 84th, 154th or 292nd WD this will be counted as being received by the SF, R1, R2, R3 and RF Reconciliation Runs, respectively.

Where a data flow is received on the EFD it should be counted as received +1 WD from the EFD.

This is because it would not be possible to process the data prior to the first Settlement Period on the EFD. It is therefore classed as late.

Examples:

- If the EFD is the 01/05/09 and the item is received on the 01/05/09, it is counted as +1 WD after the EFD.
- If the EFD is the 01/05/09 and the item is received on the 02/05/09, it is counted as +2 WDs after the EFD. Please note that 2 May 2009 is a Saturday. The item would be classed as received 4 May 2009 (Monday) and +2 WD after the EFD.

General

- Both energised and de-energised sites must be submitted against, unless otherwise stated.
- Erroneous flows must still be submitted against for those Serials measuring timeliness. This is because even if it was erroneous, the sending of the data flow should not be late.
- A Supplier Agent's appointment will be considered where a Party is appointed for at least one WD.
    - If the appointment is later discovered to be erroneous, it must be excluded from any subsequent Serial reports submitted after the receipt date of the relevant information.

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  - Where an MSID is later identified as a de-energised new HH connection or an Unmetered Supply (UMS) these instances must also be excluded from future submissions (where applicable).

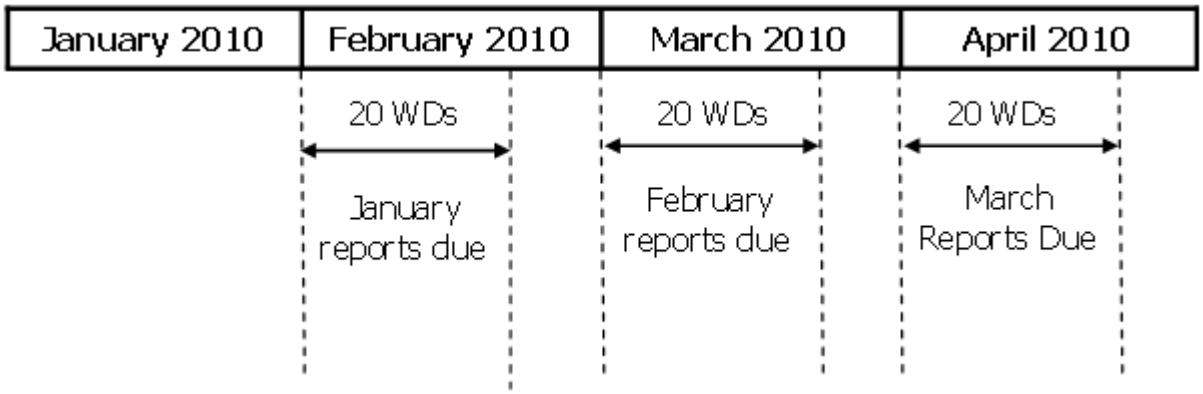
- Serial timescales are to be considered entirely separate from other BSC and BSCP obligations and these must still be adhered to.
- Data flows obtained using the underpin process must be counted as received and reported as normal (as if they were received through the prescribed Data Transfer Catalogue (DTC) flow).
- All Serial submissions must contain the Supplier ID.
- All Serials look at the current reporting period (t).
- Both elective and mandatory HH Metering Systems must be submitted for HH Serials.
- A data flow is considered as having been received when it has successfully been loaded into the recipients system.

2.2 PARMS Reporting

All Serials must be reporting on the current reporting period (t). A reporting period equates to a calendar month. For example, the November 2010 reporting period equates to 1 November 2010 to 30 November 2010.

PARMS reports are to be received, from Suppliers, DCs and MOAs, no later than 20 WD after the end of the reporting period (see diagram below for an example, and BSCP533 section 5.9 for more information).

Data Providers are asked to note the provisions for deemed receipt of email communications as set out in Section H of the BSC, and are advised to send Routine Performance Monitoring Reports by 1600 hours in order to ensure their delivery to PARMS by 1700 hours. Reports sent after 1600 hours and delivered by 1700 hours will still be processed as having been submitted on that WD. However, any Data Provider sending a Routine Performance Monitoring Report after 1600 hours will bear the risk of its non-delivery by 1700 hours – and therefore the risk of the report being automatically processed by PARMS as a late submission.



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2.3 Expected Data from Suppliers

Suppliers must submit a file, monthly for each Market Participant ID (MPID), known as a Data Provider Information (DPI) file, +15 WD after the reporting period end for PARMS reporting to populate the PARMS database with a list of valid Supplier Agents for that reporting period. This file will be used to ensure all appropriate data from Supplier Agents has been received for completeness checking.

The file must be populated with all the Serials expected to be reported by a Supplier and their associated Supplier Agents. **A NHH Supplier must only include NHH Serials and a HH Supplier must only include HH Serials**. A Supplier who operates as both a NHH and HH Supplier must submit one file that contains all the NHH and HH Serials.

It does not matter in what order the DPI information is provided so long as the DPI contains all the required information. The format of the DPI file is detailed in BSCP533 Appendix A: 'PARMS Data Provider File Formats'.

A completeness notification will be sent from PARMS to each Supplier at 18 WD and 22 WD after the reporting period end to check current completeness. The process for data submission and verification is detailed in BSCP533.

All data submissions will be by email with the relevant PARMS files attached (the system will not process encrypted or zipped files). Each Data Provider will be required to submit data via an official email address recognised by PARMS. **Each Data Provider can only have one email address for submitting data** (a Supplier may use one email address for each Supplier ID as each Supplier ID will be considered as a separate Data Provider); these will be confirmed with PARMS on form F533/01 detailed within BSCP533, which must be authorised by a company director of the Data Provider.

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2.4 Serial SP01 – Delivery of Routine Performance Reports

All expected data from Suppliers that constitutes the Routine Performance Monitoring Report (whether submitted by the Supplier or the Supplier's Agent) must be received within +20 WD after the end of the reporting period. Serial SP01 will be automatically generated by PARMS after the reporting window is closed and will record what data remains missing (completeness checking). **It is the responsibility of Suppliers to ensure that data is provided on time**.

Serials that Form SP01 Completeness Checking			
Serial	**Title**	**Effective From Date**	**Effective To Date**
SP04	Installation of HH Metering	01/07/2011	
SP11	Timely Appointment of Agents	01/07/2011	
SP12	Timely Notification of Changes of the Data Aggregator via D0148	01/07/2011	
SP13	Timely Notification of Changes of the Meter Operator Agent via D0148	01/07/2011	
SP14	Timely Notification of Changes of the Data Collector via D0148	01/07/2011	
SP15	Missing Appointments of Agents	01/07/2011	
HM11	Timely Sending of HH MTDs to HHDCs	01/07/2011	
HM12	Missing HH MTDs	01/07/2011	
HM13	Quality of HH MTDs	01/07/2011	
HM14	Timely HH Meter Investigation Requests	01/07/2011	
NM11	Timely Sending of NHH MTDs to NHHDCs	01/07/2011	
NM12	Missing NHH MTDs	01/07/2011	
NC11	Missing NHH Meter Reads & History from Old NHHDC to New NHHDC	01/07/2011	

SP01 shall be calculated in accordance with the effective from dates of Serials in the above table.

If any of the above Serials cease to be effective in accordance with this BSCP533, SP01 Supplier Charges in relation thereto shall cease to be payable after the final day of the final reporting period for which the redundant Serial is effective.

For the avoidance of doubt, any serial not listed above shall cease to be effective for the purposes of SP01 Completeness Checking after 30 June 2011.

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2.5 Serial SP02 – Delivery of Routine Performance Logs

Periodic checks will be made on PARMS data that has been submitted. These checks will take the form of a request for Drill Down Data to Suppliers, to be provided within +20 WD of request. Serial SP02 will record where data has not been received within the +20 WD.

2.6 Data Validation

PARMS will carry out two stages of validation.

The first stage will ensure the data is from a recognised email source as well as carrying out basic validation on the data enclosed and MDD.

The second stage will verify that the files submitted meet the physical formats required (as defined in BSCP533 Appendix A). Invalid data (due to incorrect fields) will result in the data file being rejected by PARMS and a log recorded of the invalid data. A negative acknowledgement will be sent to the Data Provider.

Suppliers will not receive a copy of positive or negative acknowledgements for files submitted by Supplier Agents. Therefore they must use the completeness notification to ensure all the required data has been submitted. A Supplier may query any data pertaining to its performance as a Supplier, or the performance of its appointed Supplier Agents in accordance with the process detailed in BSCP533.

Successfully loaded data will result in an acknowledgement being sent to the Data Provider email address.

Suppliers will receive a second notification at +22 WD after the reporting period end showing what data has been received/is outstanding.

2.7 Supplier Validation

Each Supplier will have +5 WD from the date of receipt of performance data within which to validate the information. PARMS will send a copy of any data relating to a Supplier's performance that is not submitted by the Supplier, this includes both Supplier Agent and SVAA data.

2.8 Use of Null

Where a Data Provider is submitting a null return the entry in the submission must follow the format as defined in BSCP533 Appendix A.

2.9 Resubmissions

Data may be resubmitted to correct a submission, for example after a request to do so by a Supplier who has discovered the information to be incorrect. **If it is necessary to resubmit data then the Data Provider must make a full resubmission of the Serial(s) that have been changed** in accordance with the file formats specified in BSCP533 Appendix A.

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If a Data Provider is a Supplier Agent it must ensure the Serial contains all the original data for all Suppliers that has not changed as well as the amended data for the Supplier that has. The process for submissions and resubmissions are detailed in BSCP533.

2.10 Receipt and Sent dates

The document refers to a number of start and end events that are associated with the receipt and sending of data flows. In accordance with the approach taken in Party Service Line 100 'Generic Non Functional Requirements for Licensed Distribution System Operators and Party Agents' and the relevant BSCPs, wherever the Data Transfer Network is used for transfer then the receipt/send boundaries are measured using the date/timestamp that is inserted at the gateway.

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3 SERIALS

This section is organised according to who provides the data for the Serial (Data Provider). This means that some Serials will appear in both the DCs' and MOAs' section.

3.1 Supplier

3.1.1 SP04 – Installation of HH Metering

All 100kW Metering Systems must be installed with the appropriate HH Metering Equipment.

Suppliers have three (3) months after a Metering System first becomes a 100kW Metering System in which to install all appropriate HH Metering Equipment (the SP04 exclusion period).

If the SP04 exclusion period passes without all of the appropriate HH Metering Equipment being installed, the Metering System must be reported via the SP04 Serial.

A Metering System is a 100kW Metering System (and therefore requires an HH Metering System) where:

(a) The average of the maximum monthly electrical demands in the three months of highest maximum demand exceeds 100kW:

- in the previous twelve months; or
- in the period since the most recent Significant Change of Demand,

whichever is the shorter.

(b) A Supplier identifies a Metering System to have a maximum demand in excess of 100kW;

(c) Where the Profile of a Customer's electrical demand in relation to a Metering System implies an average of the maximum monthly electrical demands in the three months of highest maximum demand exceeding 100kW in:

- the previous twelve months; or
- the period since the most recent Significant Change of Demand,

whichever is the shorter.

Suppliers must only report the SP04 Serial where 100kW Metering Systems have not had all HH Metering Equipment installed after the end of the SP04 exclusion period. If no Metering Systems qualify for reporting in SP04 within a particular GSP Group, the Supplier must indicate this by submitted zero values.

If a HH Metering System no longer qualifies as a 100kW Metering System then it must not be reported via the SP04 Serial unless and until the criteria are subsequently met.

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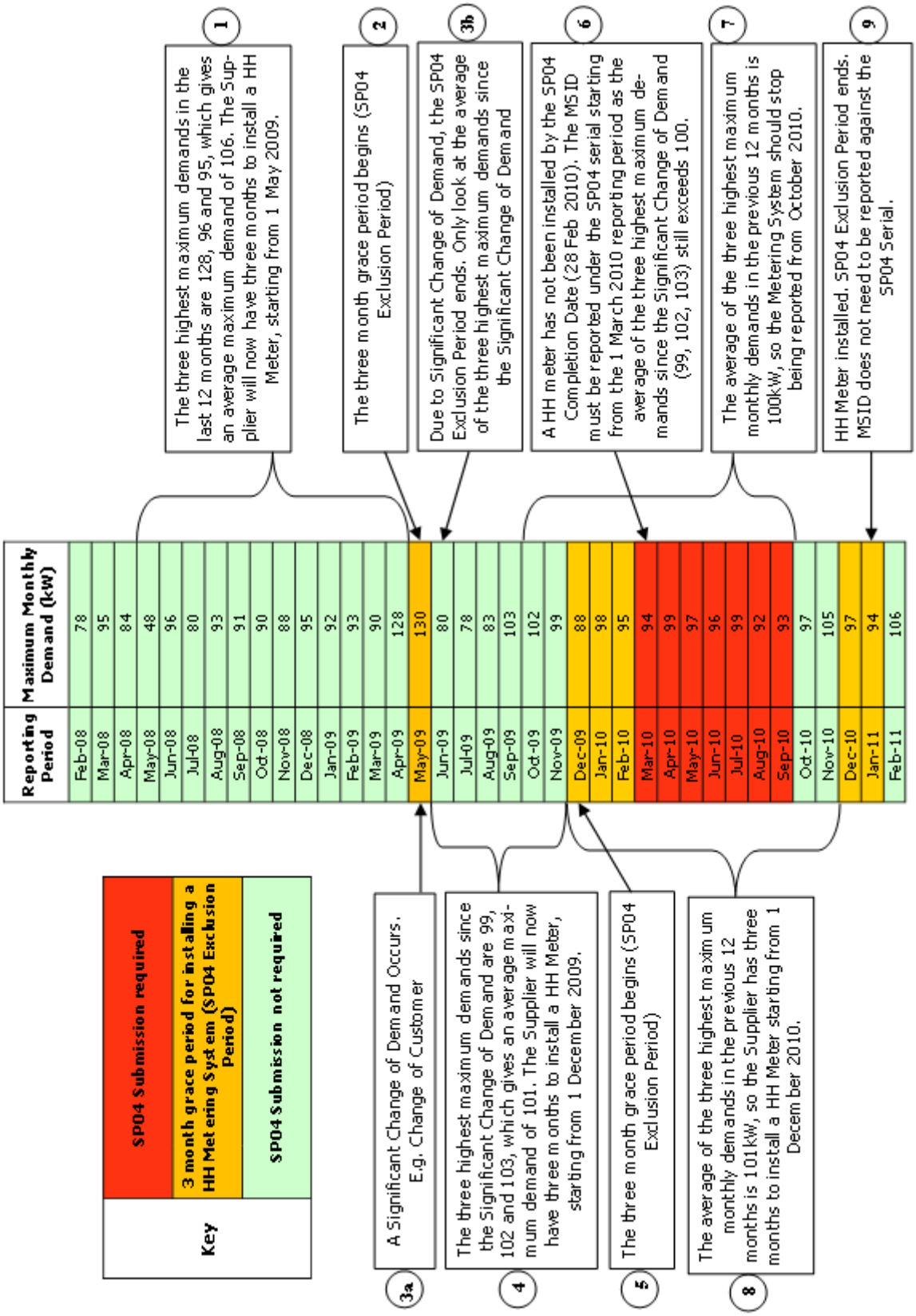
Where a Supplier has no qualifying sites to report this Serial must be completed using nulls. The diagram below shows an example where an MSID must be submitted within a SP04 file.



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SP04: Key Data

D0010 ***Meter Readings***

The data contained in this flow would indicate whether the site should be regarded as 100kW.

OR

P0028 ***100kW Demand Report***

Sent by a NHHDC following a site visit.

OR *Independently identified by the Supplier.*

D0268 ***Half Hourly Meter Technical Details***

HH MTDs are issued to confirm HH metering has been installed.

	Scenario	**Key Measurement Data**
START EVENT	SP04 exclusion period has ended and MSID still qualifies as a 100kW Metering System (see section 3.1.1 above) and HH metering has not been installed.	Date MSID was identified as a 100kW Metering System.
END EVENT	Confirmation that HH Meter has been installed via D0268. Or where a Metering System no longer qualifies as a 100kW Metering System (see section 3.1.1 above).	Effective from Settlement Date on D0268 (J1254). Or Supplier's internal monitoring.

The table on the following page shows the application of this key data for determining the standards to report for this Serial.

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Example calculation of PARMS Submission for SP04

Key Data Table			PARMS Submissions (Reporting Period t=June 2003)			Notes
Identification of 100kW site	HH Meter Installation Deadline	Effective from Settlement Date on D0268 (J1254)	Standard 1 Aggregated Required Installed MSID-Days in Month HH 100kW Site (June = 30 days)	Standard 2 Aggregated Not Installed MSID-Days in Month HH 100kW Site	Standard 3 Percentage Not Installed MSID-Days in Month HH 100kW Site	The data shown below is assumed to be for a single combination of GSP Group and Supplier.
28/02/03	28/05/03	10/06/03	30	10	33.3	This failure has followed on from the previous month – all of June should have been 'installed days', and should be included as it is a failure for this month as well.
05/03/03	05/06/03	20/06/03	30 - 5 = 25	15	60.0	Supplier has had up to 05/06/03 to install an HH Meter. After this, there are 25 days remaining in the month where an HH Meter should have been installed.
12/03/03	12/06/03	23/05/03	0	0	0.0	End date is in May so has completed within 3 months.
24/03/03	24/06/03	30/06/03	30 – 24 = 6	6	100.0	
24/06/03	24/09/03	-	0	0	0.0	A 100kW site has been identified, but deadline for action has not yet been reached.
15/04/03	15/07/03	-	-	-	-	A 100kW site was identified, but no longer qualifies.
June 2003 SUBMISSION			**30**	**10**	**10/30 = 33.3%**	
			25	**15**	**60.0%**	
			6	**6**	**100.0%**	

Note a Supplier will only submit data against the standards. The key data table has been included to demonstrate the items that the agent will use to calculate the standards. Note the last line of the table (in bold) would be the Supplier's data submission.

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3.2 Not Used

3.3 Data Collectors

3.3.1 SP11 – Timely Appointment of Agents

Role that Will Submit the Serial	Report On	Flow to be Used in the Calculation of the Serial Submission	Key Data Item(s)
HHDC	Supplier	D0155s received	J0219 (EFD DCA) in the D0155
NHHDC	Supplier	D0155s received	J0219 (EFD DCA) in the D0155

Purpose of the Serial

100% of Supplier Agents should be appointed prior to the agent start date. The information will be used to monitor the ability of Suppliers to submit notification of appointment to agents prior to the EFD of the appointment following either a change of Supplier, or a change of agent.

Associated Risk

The risk that Suppliers do not appoint agents in a timely manner which may result in an agent rejecting MTDs, Meter readings being misinterpreted or not collected or default data entering Settlement.

Who Should Submit the Serial?

The Serial should be submitted by HHDCs and NHHDCs (for HHMOA and NHHMOA submissions see the MOAs section). This section will only give details for DC submissions.

Key Data Items

D0155: Notification of New Meter Operator or Data Collector Appointment and Terms

The Supplier notifies the relevant HHDCs and NHHDCs of their appointment with a given EFD.

What will be submitted?

- The total number of D0155s received within the reporting period;
- The total number of D0155s that were received on or after the EFD; and
- The total number of D0155s that were received after the EFD of the agent by reconciliation bands.

DCs should submit for all D0155s received during the reporting period for which they are the agent and use the J0219 (DC EFD) data item in the D0155 to check that the appointment has been received prior to their EFD.

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The expectation is that no D0155s should be received on or after the EFD. This Serial will not measure instances where no appointment flow is sent out at all. **It should include D0155s sent erroneously**.

SP11 Standards to be Submitted by HHDCs & NHHDCs	
Standard 1	Number of D0155s received within the reporting period
Standard 2	Number of D0155s not received before EFD within the period
Standard 3	Number of D0155s received between +1 WD and +16 WD from EFD (before SF)
Standard 4	Number of D0155s received between +17 WD and +39 WD from EFD (before R1)
Standard 5	Number of D0155s received between +40 WD and +84 WD from EFD (before R2)
Standard 6	Number of D0155s received between +85 WD and +154 WD from EFD (before R3)
Standard 7	Number of D0155s received between +155 WD and +292 WD from EFD (before RF)
Standard 8	Number of D0155s received from +293 WD from EFD (after RF)

New connections must be included against all standards.

Both energised and de-energised sites must be included against all standards.

What will agents have to do to submit the data?

The DC will interrogate its system to determine whether it has received any D0155s in the reporting period. The DC will then have to check that each D0155 relates to a new registration i.e. there is no existing D0155 with the same registration details. For all those new registrations the DC would compare the date received with the EFD contained in the J0219 data item and calculate the number of WDs in between the two.

Alternatively the DC could take all D0155s received in the reporting period and compare the date received with the EFD contained in the J0219 data item and calculate the number of WDs between the two. Then the DC could remove all excluded D0155s afterwards.

Submitting the Serial by GSP Group

HHDCs and NHHDCs should refer to the 'GSP Group ID' (J0066) data item in the D0155 data flow. The GSP Group ID is a mandated entry in the D0155 data flow.

The GSP Group information should always be available in the D0155 flow as a mandatory field, and therefore is not expected any submissions will be received for the 'unknown' GSP Group (_U). However, there may be instances from before the GSP Group became a mandatory field in the D0155, in which case this is the only acceptable time that the 'unknown' GSP Group (_U) should be used.

Exclusions from Submissions

There are legitimate reasons why an updated D0155 can be sent out by the Supplier with the original EFD, such as any changes to contractual terms on the existing

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registration. If these were to be submitted against, they would unfairly affect performance, so need to be excluded.

Where a newly received D0155 has the same registration details as the previously held D0155, it should not be counted. Those instances where the DC EFD (J0219), the effective from Settlement date (J0049) and the Supplier ID are all the same should be excluded.

Any Metering System identified as UMS must be excluded and not reported in this Serial.

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SP11 – Timely Appointment of Agents

Data Provider: New HHDC (Example)

Key data Table					PARMS Submission (Reporting Period t= May 09)						Notes
Receipt date of D0155	**EFD of HHDC (J0219) in D0155**	**+/- WD elapsed (receipt date – J0219)**	**Std 1**	**Std 2**	**Std 3**	**Std 4**	**Std 5**	**Std 6**	**Std 7**	**Std 8**	
			No of D0155s received within the period	No of D0155s not received before EFD within the period	No of D0155s received between +1WD and +16WD from EFD	No of D0155s received between +17WD and +39WD from EFD	No of D0155s received between +40WD and +84WD from EFD	No of D0155s received between +85WD and +154WD from EFD	No of D0155s received between +155WD and +292WD from EFD	Number of D0155s received from +293 WD from EFD	All data shown is assumed to be for a single combination of GSP Group and Supplier
03/05/2009	12/05/2009	-6	1	0	0	0	0	0	0	0	D0155 received 6-WDs before EFD of HHDC
18/05/2009	18/05/2009	1	1	1	1	0	0	0	0	0	D0155 received +1WD after EFD of HHDC
25/05/2009	19/05/2009	4	1	1	1	0	0	0	0	0	
01/05/2009	20/04/2009	10	1	1	1	0	0	0	0	0	
11/05/2009	21/04/2009	14	1	1	1	0	0	0	0	0	

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Key data Table					PARMS Submission (Reporting Period t= May 09)						Notes
Receipt date of D0155	**EFD of HHDC (J0219) in D0155**	**+/- WD elapsed (receipt date – J0219)**	**Std 1**	**Std 2**	**Std 3**	**Std 4**	**Std 5**	**Std 6**	**Std 7**	**Std 8**	
			No of D0155s received within the period	No of D0155s not received before EFD within the period	No of D0155s received between +1WD and +16WD from EFD	No of D0155s received between +17WD and +39WD from EFD	No of D0155s received between +40WD and +84WD from EFD	No of D0155s received between +85WD and +154WD from EFD	No of D0155s received between +155WD and +292WD from EFD	Number of D0155s received from +293 WD from EFD	All data shown is assumed to be for a single combination of GSP Group and Supplier
22/05/2009	01/04/2009	35	1	1	0	1	0	0	0	0	
13/05/2009	05/03/2008	300	1	1	0	0	0	0	0	1	
May 09 submission			**7**	**6**	**4**	**1**	**0**	**0**	**0**	**1**	

Note an agent will only submit data against the standards. The key data table has been included to demonstrate the items that the agent will use to calculate the standards. Note the last line of the table (in bold) would be the agents data submission. The +/- WD elapsed period includes the EFD and receipt date and excludes weekends and public holidays in England and Wales.

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3.3.2 SP12 - Timely Notification of Changes of the Data Aggregator via D0148

Role that Will Submit the Serial	Report On	Reporting on Timeliness of Data for:	Flow to be Used in the Calculation of the Serial Submission	Key Data Item(s)
HHDC	Supplier	D0148s for HHDAs	D0148s received	J0334 (EFD DAA) in the D0148
NHHDC	Supplier	D0148s for NHHDAs	D0148s received	J0334 (EFD DAA) in the D0148

Purpose of the Serial

In order for DCs to submit data into Settlement, they need to know who the DA is. If this information is not provided by Suppliers prior to the effective date of the DA's appointment, DCs will not submit Meter readings to the appointed DA, resulting in default values being entered into Settlement.

The information provided will be used to monitor the ability of Suppliers to inform DCs of the DA in a timely manner.

These instances can be identified through the D0148 flow having an 'Agent Status' flag (J0459) for the DA as "N" for new.

Associated Risk

The risk that Suppliers do not inform associated DCs in a timely manner of changes to the DA in the Supplier hub resulting in default data entering Settlement.

Who Should Submit the Serial?

The Serial will be submitted by HHDCs and NHHDCs.

Key Data items

D0148: Notification of Change to other parties

Notification to MOA or DC of any changes to relevant agents' appointments and/or terminations for a Metering Point.

D0155: Notification of New Meter Operator or Data Collector Appointment and Terms

The Supplier notifies the relevant HHDCs, NHHDCs and MOAs of their appointment with a given EFD.

What will be submitted?

- The total number of D0148s received within the reporting period updating DA information;

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- The total number of D0148s, updating DA information, that were received on or after the EFD of the DA; and

- The total number of D0148s, updating DA information, that were received after the EFD of the DA, reported by reconciliation bands.

All D0148s received should be considered – **both for new DA appointments and change of DA activities**. There is a possibility that the same Metering System will be included twice in the same month after undergoing a change of Supplier, followed by a change of DA. However, as both may have impacted Settlement they should both be included.

Suppliers may send separate D0148 data flows to DCs informing them of the DA and MOA appointments; conversely a Supplier may send a single D0148 data flow containing both the MOA and DA appointments. Regardless of whether one or two flows are sent, the timeliness of the flows in relation to the DA should be reported under this Serial.

Note: If more than one D0148 is received with the same DA in the same reporting period but with a different EFD the latest EFD should be used.

SP12 Standards to be Submitted by HHDCs & NHHDCs	
Standard 1	Number of D0148s received within the reporting period where DA information is updated
Standard 2	Number of D0148s not received before the EFD of the DA
Standard 3	Number of D0148s received between +1 WD and +16 WD from EFD (before SF) of the DA
Standard 4	Number of D0148s received between +17 WD and +39 WD from EFD (before R1) of the DA
Standard 5	Number of D0148s received between +40 WD and +84 WD from EFD (before R2) of the DA
Standard 6	Number of D0148s received between+ 85 WD and +154 WD from EFD (before R3) of the DA
Standard 7	Number of D0148s received between +155 WD and +292 WD from EFD (before RF) of the DA
Standard 8	Number of D0148s received from +293 WD from EFD (after RF) of the DA

New connections must be included against all standards.
Both energised and de-energised sites must be reported against.

What will Data Collectors have to do to submit the data?

A DC will interrogate its system to determine whether it has received any valid D0148s in the reporting period. If details of the DA are included (both new or existing as per the J0459 'Agent Status' flag in the D0148) the DC will compare the date the D0148 was received and the date contained in the J0334 DA EFD data item and calculate the number of WDs in between the two.

Submitting the Serial by GSP Group

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To be able to submit this Serial by GSP Group the corresponding D0155 will be needed, as the D0148 does not contain the GSP Group ID. HHDCs and NHHDCs should refer to the 'GSP Group ID' (J0066) data item in the D0155 data flow. The GSP Group ID is a mandated entry in the D0155 data flow.

Where information on the GSP Group is not available (for example if the associated D0155 has not been sent before the D0148 is processed), then this should still be included but listed as GSP Group 'unknown' (_U).

Exclusions from Submissions

HHDCs and NHHDCs should exclude any D0148s:

- That do not contain any DA details;
- Where the 'Data Aggregator Id (J0183), and the DA EFD (J0334) and the Supplier's effective from Settlement date (J0049) are the same as the previous D0148 (i.e. duplicate D0148s); or
- That relates to UMS Metering Systems.

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SP12 - Timely Notification of Changes of the Data Aggregator via D0148

Data Provider: HHDC (Example)

Key Data Table			PARMS submission (Reporting Period t= May 09)								Notes
Receipt date of D0148	**EFD of HHDA (J0334) in D0148**	**+/- WD elapsed (receipt date – J0334)**	**Std 1**	**Std 2**	**Std 3**	**Std 4**	**Std 5**	**Std 6**	**Std 7**	**Std 8**	
			No of D0148s received within the period	No of D0148s not received before EFD within the period	No of D0148s received between +1WD and +16WD from EFD	No of D0148s received between +17WD and +39WD from EFD	No of D0148s received between +40WD and +84WD from EFD	No of D0148s received between +85WD and +154WD from EFD	No of D0148s received between +155WD and +292WD after EFD	Number of D0148s received from +293 WD from EFD	All data shown is assumed to be for a single combination of GSP Group and Supplier
06/05/2009	08/05/2009	3	1	0	0	0	0	0	0	0	D0148 received - 3WD before agent app. Date (J0334)
15/05/2009	15/05/2009	1	1	1	1	0	0	0	0	0	
12/05/2009	03/05/2009	6	1	1	1	0	0	0	0	0	
21/05/2009	07/04/2009	30	1	1	0	1	0	0	0	0	
29/05/2009	28/05/2009	2	1	1	1	0	0	0	0	0	
01/05/2009	21/01/2009	71	1	1	0	0	1	0	0	0	
28/05/2009	03/04/2008	291	1	1	0	0	0	0	1	0	
May 09 submission			7	6	3	1	1	0	1	0	

Note an agent will only submit data against the standards. The key data table has been included to demonstrate the items that the agent will use to calculate the standards. Note the last line of the table (in bold) would be the agents data submission. The +/- WD elapsed period includes the EFD and receipt date and excludes weekends and public holidays in England and Wales.

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3.3.3 SP13 - Timely Notification of Changes of the Meter Operator Agent via D0148

Role that Will Submit the Serial	Report On	Reporting on Timeliness of Data for:	Flow to be Used in the Calculation of the Serial Submission	Key Data Item(s)
HHDC	Supplier	D0148s for HHMOAs	D0148s received	J0210 (EFD MOA) in the D0148
NHHDC	Supplier	D0148s for NHHMOAs	D0148s received	J0210 (EFD MOA) in the D0148

Purpose of the Serial

DCs need to know who the MOA is in the Supplier hub. If the DC is not informed, any MTDs that the MOA submits to the DC will be rejected and therefore the DC will submit default data to the DA for inclusion in Settlement.

The information provided will be used to monitor the ability of Suppliers to inform all agents of the hub composition in a timely manner.

These instances can be identified by the D0148 containing an 'Agent Status' flag (J0459) for the MOA as "N" for new.

Associated Risk

The risk that Suppliers do not inform associated DCs in a timely manner of changes to the MOA in the Supplier hub, resulting in missing MTDs and Meter readings being misinterpreted or not collected.

Who should submit the Serial?

The Serial should be submitted by HHDCs and NHHDCs.

Key Data items

D0148: Notification of Change to other parties

Notification to MOA or DC of any changes to relevant agents' appointments and/or terminations for a Metering Point.

D0155: Notification of New Meter Operator or Data Collector Appointment and Terms

The Supplier notifies the relevant HHDCs, NHHDCs and MOAs of their appointment with a given EFD.

What will be submitted?

- The total number of D0148s received within the reporting period updating MOA information;
- The total number of D0148s that were received, updating MOA information, on or after the EFD of the MOA; and
- The total number of D0148s that were received, updating MOA information, after the EFD of the MOA by reconciliation bands.

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All D0148s received should be considered **– both for new appointments and change of agent activities**. There is a possibility that the same Metering System will be included twice in the same month after undergoing change of Supplier, followed by a change of agent. However, as both may have impacted Settlement they should both be included.

Suppliers may send separate D0148s data flows to DCs informing them of the DA and MOA appointments; conversely a Supplier may send a single D0148 data flow containing both the MOA and DA appointments. Regardless of whether one or two flows are sent, the timeliness of the flows in relation to the MOA should be reported under this Serial.

Note: If more than one D0148 is received with the same MOA in the same reporting period but with a different EFD the latest EFD should be used.

SP13 Standards to be Submitted by HHDCs & NHHDCs	
Standard 1	Number of D0148s received within the reporting period where MOA information is updated
Standard 2	Number of D0148s not received before the EFD of the MOA
Standard 3	Number of D0148s received between +1 WD and +16 WD from EFD (before SF) of the MOA
Standard 4	Number of D0148s received between +17 WD and +39 WD from EFD (before R1) of the MOA
Standard 5	Number of D0148s received between +40 WD and +84 WD from EFD (before R2) of the MOA
Standard 6	Number of D0148s received between +85 WD and +154 WD from EFD (before R3) of the MOA
Standard 7	Number of D0148s received between +155 WD and +292 WD from EFD (before RF) of the MOA
Standard 8	Number of D0148s received from +293 WD from EFD (after RF) of the MOA

New connections must be included against all standards.
Both energised and de-energised sites must be reported against.

What will Data Collectors have to do to submit the data?

A DC will interrogate its system to determine whether it had received any valid D0148s in the reporting period. If details of the MOA are included (both new or existing as per the J0459 'Agent Status' flag in the D0148) the DC will compare the date the D0148 was received and the date contained in the J0210 MOA EFD data item and calculate the number of WDs in between the two.

Submitting the Serial by GSP Group

To be able to submit this Serial by GSP Group the corresponding D0155 will be needed, as the D0148 does not contain the GSP Group ID. HHDCs and NHHDCs should refer to the 'GSP Group ID' (J0066) data item in the D0155 data flow. The GSP Group ID is a mandated entry in the D0155 data flow.

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Where information on the GSP Group is not available (for example if the associated D0155 has not been sent before the D0148 is processed), then this should still be included but listed as GSP Group 'unknown' (_U).

Exclusions from Submissions

HHDCs and NHHDCs should exclude any D0148s:

- That do not contain any MOA details;
- Where the 'Meter Operator Id' (J0178), the MOA EFD (J0210) and the Supplier's effective from Settlement date (J0049) are the same as the previous D0148 (i.e. duplicate D0148s); or
- That are for UMS Metering Systems.

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SP13 – Timely Notification of Changes of the Meter Operator Agent via D0148

Data Provider: HHDC (Example)

Key Data Table			PARMS submission (Reporting Period t= May 09)								Notes
Receipt date of D0148	**EFD of MOA (J0210) in D0148**	**+/- WD elapsed (receipt date – J0210)**	**Std 1**	**Std 2**	**Std 3**	**Std 4**	**Std 5**	**Std 6**	**Std 7**	**Std 8**	
			No of D0148s received within the period	No of D0148s not received before EFD within the period	No of D0148s received between +1WD and +16WD from EFD	No of D0148s received between +17WD and +39WD from EFD	No of D0148s received between +40WD and +84WD from EFD	No of D0148s received between +85WD and +154WD from EFD	No of D0148s received between +155WD and +292WD after EFD	Number of D0148s received from +293 WD from EFD	All data shown is assumed to be for a single combination of GSP Group and Supplier
06/05/2009	08/05/2009	-2	1	0	0	0	0	0	0	0	D0148 received -2WD before agent app. Date (J0210)
15/05/2009	15/05/2009	1	1	1	1	0	0	0	0	0	
12/05/2009	03/05/2009	6	1	1	1	0	0	0	0	0	
21/05/2009	07/04/2009	30	1	1	0	1	0	0	0	0	
29/05/2009	28/05/2009	2	1	1	1	0	0	0	0	0	
01/05/2009	21/01/2009	71	1	1	0	0	1	0	0	0	
28/05/2009	03/04/2008	291	1	1	0	0	0	0	1	0	
May 09 submission			7	6	3	1	1	0	1	0	

Note an agent will only submit data against the standards. The key data table has been included to demonstrate the items that the agent will use to calculate the standards. Note the last line of the table (in bold) would be the agents data submission. The +/- WD elapsed period includes the EFD and receipt date and excludes weekends and public holidays in England and Wales.

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3.3.4 SP15 – Missing Appointments of Agents

Role that Will Submit the Serial	Report On	Reporting on Timeliness of Data for:	Flow to be Used in the Calculation of the Serial Submission	Key Data Item(s)
HHDC	Supplier	Missing D0148s for HHDA and / or HHMOA	D0148s not received	J0219 (EFD DCA) in the D0155
NHHDC	Supplier	Missing D0148s for NHHDA and / or NHHMOA	D0148s not received	J0219 (EFD DCA) in the D0155

Purpose of the Serial

It is paramount that certain members of the hub know who the other agents are so that information can be passed between agents.

DCs need to know which DAs & MOAs are appointed.

The information provided will be used to monitor the ability of Suppliers to inform DCs of the hub composition in a timely manner.

Associated Risk

The risk that Suppliers do not inform associated agents of changes to the Supplier hub, resulting in missing MTDs and Meter readings being misinterpreted or not collected.

Who should submit the Serial?

The Serial will be submitted by HHDCs and NHHDCs (for HHMOAs and NHHMOAs submissions see the MOA section). This section will only give details for DC submissions.

Key Data items

D0148: Notification of Change to other parties

Supplier receives acceptance of appointment from agents and issues a D0148 confirming appointment to DCs and MOAs.

D0155: Notification of New Meter Operator or Data Collector Appointment and Terms

The Supplier notifies the relevant HHDCs, NHHDCs HHMOAs and NHHMOAs of their appointment with a given EFD.

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What will be submitted?

- The total number of unique registrations; over the 14 months prior to the snapshot day;
- The DC must submit the total number of missing D0148s for its unique registrations until it knows both the DA and MOA in the Supplier hub by reconciliation bands.

HHDCs and NHHDCs should consider an appointment to be 'missing' a D0148(s) until it is informed (via D0148(s)) of **both the DA and MOA**. This should continue to be reported as a **single** instance against the Serial regardless of whether one or both are missing.

Note: Once the full set of D0148s have been received this will be picked up by the Serials that measure the timeliness of notifications of appointments. Also SP15 will not measure where a change to another agent in the hub has been made and the other existing agents have not been informed.

SP15 Standards to be Submitted by HHDCs & NHHDCs	
Standard 1	Number of unique registrations held in the previous 14 months to snapshot day
Standard 2	Number of registrations for which no D0148 is held.
Standard 3	Number of D0148s missing between +17 WD and +39 WD from EFD (before R1)
Standard 4	Number of D0148s missing between +40 WD and +84 WD from EFD (before R2)
Standard 5	Number of D0148s missing between +85 WD and +154 WD from EFD (before R3)
Standard 6	Number of D0148s missing between +155 WD and +292 WD from EFD (before RF)
Standard 7	Number of D0148s missing from +293 WD from EFD (after RF)

New connections must be included against all standards.
Both energised and de-energised sites must be reported against.

Use of a snapshot day

In order to capture instances where D0148s are missing, a snapshot day will need to be taken. On this day, HHDCs and NHHDCs must examine their entire portfolio of appointments to determine where they are yet to receive one or more D0148s for any unique registrations they have held within the previous 14 months.

A snapshot day must be taken after the end of the reporting period and before the submission deadline (+20 WD). It is recommended to do this at least +5 WD after the end of the reporting period to allow for contract runs to occur. A snapshot can be taken at any time, but for consistency it is recommended it is done on the same day each month. It is therefore advised that a snapshot day occurs between +5 and +15 WD after the end of the reporting period to ensure accurate data is submitted within the deadlines.

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From the snapshot data, HHDCs and NHHDCs shall report the entire number of unique registrations that have been held in the 14 months previous to the snapshot day. The rules regarding unique appointments are provided in Section 2.1.1. Agents will also report the number of registrations for which they have never received a D0148 (or only received a D0148 detailing the identity of one of the DA or MOA). This should be split into the Settlement Runs based on the timetable set out above, and where the DC's EFD has passed these runs.

Submitting the Serial by GSP Group

To be able to submit this Serial by GSP Group the D0155 will be needed. HHDCs and NHHDCs should refer to the 'GSP Group ID' (J0066) data item in the D0155 data flow. The GSP Group ID is a mandated entry in the D0155 data flow.

Where information on the GSP Group is not available, then this should still be included but listed as GSP Group 'unknown' (_U).

Exclusions from Submissions

HHDCs and NHHDCs should exclude any D0155s;

- Where the DC EFD (J0219) is the same as the previous D0155; or
- That are for UMS Metering Systems.

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SP15 – Missing Appointments of Agents

Data Provider: NHHDC – (Example)

Snapshot day: 09/06/2009

Key data Table			PARMS submission (Reporting Period t= May 09)							Notes
EFD of NHHDC (J0219) in D0155	**Receipt date of complete D0148**	**+ / - WD Elapsed (snapshot day – J0219)**	**Std 1**	**Std 2**	**Std 3**	**Std 4**	**Std 5**	**Std 6**	**Std 7**	**All data shown is assumed to be for a single combination of GSP Group and Supplier**
			No of unique reg by Supplier	No of unique reg missing D0148	No of unique reg missing D0148 between +17 WD and +39 WD from EFD (before R1)	No of unique reg missing D0148 between +40 WD and +84 WD from EFD (before R2)	No of unique reg missing D0148 between+ 85 WD and +154 WD from EFD (before R3)	No of unique reg missing D0148 between +155 WD and +292 WD from EFD (before RF)	No of unique reg missing D0148 after +293 WD after EFD (after RF)	
03/05/2008	12/05/2008		1	0	0	0	0	0	0	This will be included in standard 1 as all D0148s have been received and the agent has a live registration. In this example, as the D0148 data flow was a few days late, this will be captured in SP12 & SP13. WDs elapsed are not counted if the D0148 has been received.
12/04/2009		(32)	1	1	1	0	0	0	0	The complete set of D0148s has not been received
11/11/2008		144	1	1	0	0	1	0	0	The complete set of D0148s has not been received

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Key data Table			PARMS submission (Reporting Period t= May 09)							Notes
EFD of NHHDC (J0219) in D0155	**Receipt date of complete D0148**	**+ / - WD Elapsed (snapshot day – J0219)**	**Std 1**	**Std 2**	**Std 3**	**Std 4**	**Std 5**	**Std 6**	**Std 7**	**All data shown is assumed to be for a single combination of GSP Group and Supplier**
			No of unique reg by Supplier	No of unique reg missing D0148	No of unique reg missing D0148 between +17 WD and +39 WD from EFD (before R1)	No of unique reg missing D0148 between +40 WD and +84 WD from EFD (before R2)	No of unique reg missing D0148 between+ 85 WD and +154 WD from EFD (before R3)	No of unique reg missing D0148 between +155 WD and +292 WD from EFD (before RF)	No of unique reg missing D0148 after +293 WD after EFD (after RF)	
03/04/2008	28/05/2009		1	0	0	0	0	0	0	While this failure to submit the D0148 in time for RF is not submitted for this Serial, it will have been picked up in SP12 & SP13. WDs elapsed are not counted if the D0148 has been received.
10/03/2008		315	1	1	0	0	0	0	1	The complete set of D0148s has not been received
17/03/2009	02/06/2009		1	0	0	0	0	0	0	Counted as received, even though received following end of reporting period. WDs elapsed are not counted if the D0148 has been received.
May 09 submission			7	3	1	0	1	0	1	

Note an agent will only submit data against the standards. The key data table has been included to demonstrate the items that the agent will use to calculate the standards. Note the last line of the table (in bold) would be the agents data submission. The +/- WD elapsed period includes the EFD and receipt date and excludes weekends and public holidays in England and Wales.

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3.3.5 HM11 - Timely Sending of HH MTDs to HHDCs

Role that Will Submit the Serial	Report On	Flow to be Used in the Calculation of the Serial Submission	Key Data Item(s)
HHDC	HHMOA sending D0268	D0268s received	J1254 (MSMTD EFD) in the D0268

Purpose of the Serial

100% of MTDs should be received by HHDCs by +5 WD of the D0268 MTD EFD (J1254) following a change to or of the Metering System.

This Serial measures HHMOAs sending HH MTDs to HHDCs in a timely manner, following a change to or of the Metering System. A change to or of the Metering System is to be considered as when one or more key fields (see below) in the MTDs changes for the same Metering System.

This Serial only relates to Meter changes where there is no associated Change of Agent. The submission of MTDs following a change of agent is captured in HM12.

Note: **This Serial should not capture D0268s sent for new connections**.

Associated Risk

The risk that MOAs do not inform DCs in a timely manner of the HH MTDs, resulting in Meter readings being misinterpreted or not collected.

Who should submit the Serial?

The Serial measures the performance of HHMOAs at sending HH MTDs to HHDCs in a timely manner, following a change to, or of, the Metering System. As such, the HHDC will be submitting details related to the HHMOA.

Key Data Items

D0155: Notification of new Meter Operator or Data Collector Appointment and Terms

The Supplier notifies the relevant HHDCs, NHHDCs, HHMOAs and NHHMOAs of their appointment with a given effective from date. For Supplier-serviced Metering Systems[3], the Retrieval Method in the D0155 will have a value of 'S' to indicate that the Supplier, rather than the HHDC, is responsible for retrieving HH Metered Data. D0268 Data Flows are not expected to be sent for these Metering Systems.

D0268: Half Hourly Meter Technical Details

[3] 'Supplier-serviced Metering System' is a Metering System where the Supplier obtains data from a SMETS compliant Meter, either directly or using a service provider.

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HH MTDs are transferred when there is a change of Metering Equipment, configuration or change of agent.

Based on the list in BSCP514[4] section 8.2 and information contained in the D0268 data flow, the following items are the key MTDs fields, one or more of which will have changed following a Meter exchange:

Key Fields:

- Outstation Id (J0428);
- Meter Id (Serial number) (J0004);
- Outstation number of channels (J0469);
- Measurement Quantity Id (J0103);
- Meter multiplier (J0475);
- Pulse multiplier (J0432);
- CT and / or VT Ratios (J0454 & J0455);
- Access to ME at Password Level 3 (J0470 – Outstation Password Level 1);
- Associated Meter Id (J0476) where there is a main and check Meter; and
- Meter CoP (J0418) on a Change of Code of Practice.

What will be submitted?

- The total number of D0268s; and
- The total number of D0268s received, following a material change to the Metering System, after the MTD EFD (J1254) by reconciliation bands.

The HHDC should submit all instances where it has received HH MTDs for a change to or of the Metering System (one or more key fields in D0268 changed) and compare the MTD EFD (J1254) with the received date of the D0268 and calculate the number of WDs between the two dates.

Both energised and de-energised MSIDs should be reported against.

HM11 Standards to be Submitted by HHDCs	
Standard 1	Number of unique D0268s received within the reporting period
Standard 2	Number of D0268s received, following a material change to the Metering System, between +1 WD and +16 WD from MSMTD EFD (before SF)
Standard 3	Number of D0268s received, following a material change to the Metering System, between +17 WD and +39 WD from MSMTD EFD (before R1)
Standard 4	Number of D0268s received, following a material change to the Metering System, between +40 WD and +84 WD from MSMTD EFD (before R2)
Standard 5	Number of D0268s received, following a material change to the Metering System, between +85 WD and +154 WD from MSMTD EFD (before R3)

[4] BSCP514 – SVA Meter Operations for Metering Systems Registered in SMRS

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HM11 Standards to be Submitted by HHDCs	
Standard 6	Number of D0268s received, following a material change to the Metering System, between +155 WD and +292 WD from MSMTD (before RF)
Standard 7	Number of D0268s received , following a material change to the Metering System, from +293 WD from MSMTD EFD (after RF)

What will Half Hourly Data Collectors have to do to submit the data?

The HHDC will have to compare the MTD EFD (J1254) in any received D0268s within the reporting period with the date that the D0268 was received. The HHDC will then have to compare the key fields in the D0268 in order to identify any MTDs that have been submitted following a Meter change or revised MTDs (not where a change of agent event has occurred). Where any of these are different, the number of WDs between the J1254 (in D0268) and the receipt date (of the D0268) will then need to be calculated.

Submitting the Serial by GSP Group

To be able to submit this Serial by GSP Group the D0155 will be needed. HHDCs should refer to the 'GSP Group ID' (J0066) data item in the D0155 data flow. The GSP Group ID is a mandated entry in the D0155 data flow.

Where information on the GSP Group is not available, then this should still be included but listed as GSP Group 'unknown' (_U).

Exclusions

Exclude those D0268s that are:

- Received in respect of Metering Systems for which an accepted D0155 with a Retrieval Method (J0098) of 'S' (Supplier sourced Half Hourly smart meter readings) has been received;
- Sent for new connections (identified through the J1689 'Event Indicator' flag in the D0268 where this is set to 'A' for 'new connection');
- Sent for change of agent events;
- Sent for change of Supplier events;
- Sent for UMS connections (identified through the J0082 'Measurement Class Id' flag in the D0289); or

Exact duplicates of previously received D0268s.

3.3.6 HM12 – Missing HH MTDs

Role that Will Submit the Serial	Report On	Flow to be Used in the Calculation of the Serial Submission	Key Data Item
Current HHDC	New HHMOA sending D0268	D0268s missing	J0210 (EFD MOA) in the D0148

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New HHDC	Current HHMOA sending D0268	D0268s missing	J0219 (EFD DCA) in the D0155

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Purpose of the Serial

100% of MTDs should be received by HHDCs by +15 WD of the agent's EFD following a change of agent.

The Serial measures the performance of HHMOAs sending MTDs **only following a change of agent**.

Missing is to be considered as when a D0155/D0148 has been received, but there has been no associated D0268 received.

Note that these may have been sent late due to a late request for them or a late notification of other agents in the Supplier hub.

Associated Risk

The risk that missing HH MTDs result in Meter readings being misinterpreted or not collected and the inability to issue HH MTDs to other agents.

Who should submit the Serial?

- Current HHDCs will report on all instances where MTDs are missing following a change of HHMOA; and
- The new HHDC will submit this Serial for D0155s received where the D0268 is missing after the EFD for the new HHDC.

Key Data items

D0148: Notification of Change to other parties

Supplier accepts the terms and issues a D0148 confirming appointment of DC and MOA.

D0155: Notification of new Meter Operator or Data Collector Appointment and Terms

The Supplier notifies the relevant HHDCs, NHHDCs, HHMOAs and NHHMOAs of their appointment with a given effective from date.

D0268: Half Hourly Meter Technical Details

HH MTDs are transferred when there is a change of equipment, configuration or change of agent.

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What will be submitted?

- The current HHDC should submit for all D0148s received where the D0268 is missing after the EFD of the new HHMOA. **This should only be where D0148s are received for a pre-existing appointment, not where a new D0155 has been received**; and

- The new HHDC should submit for all D0155s received where the D0268 is missing after the EFD for the new HHDC.

On a snapshot day, HHDCs should examine the total portfolio of unique appointments that have been held in the previous 14 months and establish those for which MTDs have not been received. For new agents, this will be based on D0155s received. Current HHDCs will also have to examine any D0148s received to see if this was due to a change of HHMOA, and report all instance of these as well.

Note: If a D0148/D0155 is sent erroneously (and therefore no subsequent D0268 is likely to be sent) instances where the associated D0268 are missing should still be reported until it is known to be an erroneous appointment. At which time it can be excluded from any future submissions.

Where a D0155 received by the HHDC relates to a new connection, this should be included in reporting against standard 1 only (regardless as to whether the site is energised or de-energised). New connections and de-energised sites should be excluded from reporting in standards 2 to 7. A new connection can be identified through the J1689 'Event Indicator' flag in the D0268 where this is set to 'A' for 'new connection', or the J0459 'Agent Status' flag in the D0148.

HM12 Standards to be Submitted by HHDCs	
Standard 1	Number of unique registrations held at any point in the previous 14 months to snapshot day
Standard 2	Number of registrations for which no D0268 is held
Standard 3	Number of D0268s missing between +17 WD and +39WD from EFD (before R1)
Standard 4	Number of D0268s missing between +40 WD and +84 WD from EFD (before R2)
Standard 5	Number of D0268s missing between +85 WD and +154 WD from EFD (before R3)
Standard 6	Number of D0268s missing between +155 WD and +292 WD after from EFD (before RF)
Standard 7	Number of D0268s missing from +293 WD from EFD (after RF)

What will Data Collectors have to do to submit the data?

In order to capture instances where D0268s are missing, and therefore are still affecting Settlement, as opposed to those which have not been received in a timely manner, agents must examine their entire portfolio of appointments to see which they have yet to receive a D0268 for.

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Missing D0148s

For new HHDCs, if the corresponding D0148 has not been received, the HHDC will not know who the HHMOA is and therefore who to expect the MTDs from. **If the D0148 has not been received the HHMOA should be reported as 'unknown' ('UUUU') by the new HHDC.**

Use of a snapshot day

In order to capture instances where D0268s are missing, a snapshot day will need to be taken. On this day, HHDCs must examine their entire portfolio of appointments to determine where they are yet to receive a D0268 for any unique registrations they have held within the previous 14 months.

The snapshot day must be taken after the end of the reporting period and before the submission deadline (+20 WD). It is recommended to do this at least +5 WD after the end of the reporting period to allow for contract runs to occur. A snapshot can be taken at any time, but for consistency it is recommended it is done on the same day each month. It is therefore advised that a snapshot day occurs between +5 and +15 WD after the end of the reporting period to ensure accurate data is submitted within the deadlines.

From the snapshot data, HHDCs shall report the entire number of unique registrations that have been held in the 14 months previous to the snapshot day. The rules regarding unique appointments are provided in Section 2.1.1. Agents will also report the number of registrations for which they have never received a D0268. This should be split into the Settlement Runs based on the timetable set out above, and where the HHDC's EFD has passed these runs.

The snapshot should also take into account any unique registrations that were held in the previous 14 months in order to capture any Metering Systems that have since changed agents, but the old agent still has not received a D0268.

Submitting the Serial by GSP Group

To be able to submit this Serial by GSP Group the D0155 will be needed. HHDCs should refer to the 'GSP Group ID' (J0066) data item in the D0155 data flow. The GSP Group ID is a mandated entry in the D0155 data flow.

Where information on the GSP Group is not available, then this should still be included but listed as GSP Group 'unknown' (_U).

Exclusions from Submissions

- If a D0155 has been received and the Metering System is registered as de-energised, then this should be excluded from the reporting in standards 2 to 7, but included in standard 1. De-energised sites can be identified using the D0139 flow.

- New connections should not be reported against in standards 2 to 7, but should be included in standard 1 regardless of energisation status.

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- UMS Metering Systems should be excluded from reporting, as no MTDs will be required. The J0082 'Measurement Class Id' flag in the D0289 will indicate to the HHDC that the newly appointed Metering System is UMS.

- Instances where exact duplicate D0155s or D0148s are received should also be excluded from reporting.

- Registrations and missing D0268s in respect of Metering Systems for which an accepted D0155 with a Retrieval Method (J0098) of 'S' (Supplier sourced Half Hourly smart meter readings) has been received.

If a change of Measurement Class has occurred concurrent with a change of agent, the instance should be excluded from reporting against standards 2 to 7, but included in standard 1.

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HM12 – Missing HH MTDs

Data Provider: New HHDC reporting on the Existing HHMOA (Example)

Snapshot day: 09/06/2009

Key data Table			PARMS submission (Reporting Period t= May 09)							Notes
HHDC EFD (J0219 in D0155)	**Receipt date of complete D0268**	**+ / - WD Elapsed (snapshot day – J0219)**	**Std 1**	**Std 2**	**Std 3**	**Std 4**	**Std 5**	**Std 6**	**Std 7**	**All data shown is assumed to be for a single combination of GSP Group and Supplier**
			No of unique reg by Supplier	No of unique reg missing D0268	No of unique reg missing D0268 between +17WD and +39WD from EFD (before R1)	No of unique reg missing D0268 between +40WD and +84WD from EFD (before R2)	No of live reg missing D0268 between +85WD and +154WD from EFD (before R3)	No of live reg missing D0268 between 155WD and +292WD from EFD (before RF)	No of live reg missing D0268 from +293WD from EFD (after RF)	
03/05/2009	12/05/2009		1	0	0	0	0	0	0	This will be included in standard 1 as whilst all D0268s have been received the agent still has a live registration. WDs elapsed are not counted if the D0268 has been received.
12/04/2009		39	1	1	1	0	0	0	0	HHDC EFD in D0155 on a Sunday. Elapsed period includes three public holidays. The complete set of D0268s has not been received
11/11/2008		144	1	1	0	0	1	0	0	The complete set of D0268s has not been received
03/04/2008	28/05/2009		1	0	0	0	0	0	0	WDs elapsed are not counted if the D0268 has been received.

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Key data Table			PARMS submission (Reporting Period t= May 09)							Notes
HHDC EFD (J0219 in D0155)	**Receipt date of complete D0268**	**+ / - WD Elapsed (snapshot day – J0219)**	**Std 1**	**Std 2**	**Std 3**	**Std 4**	**Std 5**	**Std 6**	**Std 7**	**All data shown is assumed to be for a single combination of GSP Group and Supplier**
			No of unique reg by Supplier	No of unique reg missing D0268	No of unique reg missing D0268 between +17WD and +39WD from EFD (before R1)	No of unique reg missing D0268 between +40WD and +84WD from EFD (before R2)	No of live reg missing D0268 between +85WD and +154WD from EFD (before R3)	No of live reg missing D0268 between 155WD and +292WD from EFD (before RF)	No of live reg missing D0268 from +293WD from EFD (after RF)	
10/03/2008		315	1	1	0	0	0	0	1	The complete set of D0268s has not been received
17/03/2009	02/06/2009		1	0	0	0	0	0	0	Counted as received, even though received following end of reporting period. WDs elapsed are not counted if the D0268 has been received.
May 09 submission			**6**	**3**	**1**	**0**	**1**	**0**	**1**	

Note an agent will only submit data against the standards. The key data table has been included to demonstrate the items that the agent will use to calculate the standards.
Note the last line of the table (in bold) would be the agents data submission. The +/- WD elapsed period includes the EFD and receipt date and excludes weekends and public holidays in England and Wales.

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3.3.7 HM13 – Quality of HH MTDs

Role that Will Submit the Serial	Report On	Flow to be Used in the Calculation of the Serial Submission	Key Data Item
HHDC	HHMOA re-sending D0268	D0268s re-sent correcting information	J1254 (MSMTD EFD) in the D0268

Purpose of the Serial

This Serial assesses the quality of the HH MTDs that have been submitted, based on any that have needed to be resent with updated information in the key fields.

The Serial will measure how many times the HH MTDs were re-sent with the same MTD EFD (J1254) where there has been a change in a key field of the D0268.

Associated Risk

The risk that the quality of the HH MTDs sent results in Meter readings being misinterpreted or not collected and inability to issue HH MTDs to other agents

Who should report the Serial?

The Serial should be submitted by the HHDC on the quality of the HH MTDs sent by the HHMOA.

Note: This Serial will not record where invalid MTDs are sent multiple times with no key data fields changed, as these would not load into HHDCs' systems. If this were to occur it is likely it will eventually lead to a D0001 being raised, and therefore will be reported under HM14.

Key Data Items

D0268: Half Hourly Meter Technical Details

HH MTDs are transferred when there is a change of equipment, configuration or change of agent.

Based on the list in BSCP514 section 8.2, and information contained in the D0268 data flow, the following items are the key MTD fields. This Serial should only report where there has been a change to one or more of the following and MTDs have been re-sent:

Key Fields:

- Outstation Id (J0428);
- Meter Id (Serial number) (J0004);
- Outstation number of channels (J0469);
- Measurement Quantity Id (J0103);

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- Meter multiplier (J0475);
- Pulse multiplier (J0432);
- CT and / or VT Ratios (J0454 & J0455);
- Access to ME at Password Level 3 (J0470 – Outstation Password Level 1);
- Associated Meter Id (J0476) where there is a main and check Meter; and
- Meter CoP (J0418) on a Change of Code of Practice.

What will be submitted?

- The total number of D0268s received within the period;
- The total number of D0268s that have been re-submitted with the same EFD and with a key data field change; and
- The total number of affected Metering Systems.
- A D0268 received for a new connection should be included (identified through the J1689 'Event Indicator' flag in the D0268 where this is set to 'A' for 'new connections'). If a D0139 has been received informing the HHDC that the Metering System is de-energised, it should be included in reporting.

HM13 Standards to be submitted by HHDCs	
Standard 1	Total number of D0268s received within the reporting period
Standard 2	Total number of D0268s that are resubmissions with the same EFD and with a key data field change
Standard 3	Number of Metering Systems affected by re-sent MSMTD

What will Half Hourly Data Collectors have to do to submit the data?

The HHDC will be required to interrogate its system to determine whether it had previously received any MTDs for the same Metering System with the same MTD EFD (J1254), but where one or more of the key fields had changed. Audit requirements mean that all data flows should be kept for a period of 24 months; therefore the relevant information should be recorded in agents' systems and could be referenced if errors dated back so far.

Submitting the Serial by GSP Group

To be able to submit this Serial by GSP Group the D0155 will be needed. HHDCs should refer to the 'GSP Group ID' (J0066) data item in the D0155 data flow. The GSP Group ID is a mandated entry in the D0155 data flow. However, there may be instances from before the GSP Group became a mandatory field in the D0155, in

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which case this is the only acceptable time that the 'unknown' GSP Group (_U) should be used.

Exclusions from Submissions

- If the J1254 (MTD EFD) is different these instances should be excluded to allow for legitimate updates to MTDs.
- UMS Metering Systems should be excluded from reporting, as no MTDs will be required. The J0082 'Measurement Class Id' flag in the D0289 will indicate to the HHDC that its Metering System is UMS.
- Exact duplicates D0268s should not be reported against, as none of the key data fields will be different.
- D0268s received in respect of Metering Systems for which an accepted D0155 with a Retrieval Method (J0098) of 'S' (Supplier sourced Half Hourly smart meter readings) has been received.

There should be no submissions that include unknown GSP Group (_U) or unknown agent (UUUU), as these fields are mandatory in the D0268 – exception being for D0155s from prior to the GSP Group field becoming mandatory.

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HM13 – Quality of HH MTDs

Data Provider: HHDC (Example)

Key Data Table			PARMS submission (Reporting Period t= May 09)			Notes
MSIDs	Receipt date of D0268	EFD (MSMTD) in D0268	**Std 1**	**Std 2**	**Std 3**	All data shown is assumed to be for a single combination of GSP Group and Supplier
			No of D0268s received within the period	Number of previously received with same EFD and a key field change	Number of Metering Systems affected by re-sent MSMTD	
2000000000011	06/05/2009	15/03/2009	1	1	~~1~~	Another Submission with different key data made in previous reporting period. Not included in Metering Systems count as a 3rd submission for this MSID received later in this reporting period
2000000000011	21/05/2009	15/03/2009	1	1	1	This is a repeat submission for this Metering System where there have been changes to key data
2000000000013	15/05/2009	10/05/2009	1	0	0	This is the first time MTD for this Metering System have been received
2000000000017	12/05/2009	28/09/2008	1	1	1	MTD previously received in earlier reporting period with changes to key data
2000000000016	29/05/2009	20/05/2008	1	0	0	MTD previously received with same EFD, but no changes to key data
May 09 submission			**5**	**3**	**2**	

Note an agent will only submit data against the standards. The key data table has been included to demonstrate the items that the agent will use to calculate the standards. Note the last line of the table (in bold) would be the agents data submission. The +/- WD elapsed period includes the EFD and receipt date and excludes weekends and public holidays in England and Wales.

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3.3.8 HM14 - Timely HH Meter Investigation Requests

Role that Will Submit the Serial	Report On	Flow to be Used in the Calculation of the Serial Submission	Key Data Item (s)
HHDC	HHMOA sending D0002	D0002	J1012 (Date fault detected / suspected) & J0014 (Date of action) in D0002

Purpose of the Serial

The HHMOA should resolve 100% of D0001 ('Request Metering System Investigation') flows within 15 WDs. As an update made using a D0002 is no longer allowed, all D0002 flows should be the resolution of the investigation.

Associated Risk

The risk that HHMOAs do not resolve Meter investigation requests in a timely manner resulting in estimated data entering Settlement.

Who should submit the Serial?

The Serial should be submitted by the HHDC, on the HHMOAs ability to respond to D0001s in a timely manner.

Note: The Serial will not make a distinction on which Party has raised the D0001 (either the HHDC or Supplier) as it is measuring the timeliness of the HHMOA in sending the D0002 to the HHDC.

Key Data Items

D0002: Fault Resolution Report or Request for Decision on Further Action

Fault investigation has been carried out and a report on action taken is being made or request for a decision on next course of action.

D0155: Notification of new Meter Operator or Data Collector Appointment and Terms

The Supplier notifies the relevant HHDCs and HHMOAs of their appointment with a given effective from date.

D0148: Notification of Change to other parties

Notification to MOA or DC of any changes to relevant agents' appointments and/or terminations for a Metering Point.

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What will be submitted?

The HHDC will compare the 'Date Fault Suspected/Detected' (J1012) in the D0002 data flow and the date the D0002 data flow was received by the HHDC.

- The total number of D0002s received in the reporting period; and

Total number of D0002s received, spilt by reconciliation bands, based on the time elapsed since 'Date Fault Suspected/Detected' (J1012). A D0002 received for a new connection should be included against all standards (identified through the J0459 'Agent Status' flag in the D0148 where an old MOA is not listed). If a D0139 has been received informing the HHDC that the Metering System is de-energised, it should also be included against all standards.

Note: All D0002s should be reported against this Serial, even if they do not relate to a D0001, as the sending of a D0002 is not always directly triggered by a D0001.

HM14 Standards to submitted by HHDCs	
Standard 1	Number of D0002s received in Reporting Period
Standard 2	Number of D0002s received between +1 WD and +16 from the Date Fault Suspected/Detected (J1012) (before SF)
Standard 3	Number of D0002s received between +17 WD and +39 WD from the Date Fault Suspected/Detected (J1012) (before R1)
Standard 4	Number of D0002s received between +40 WD and +84 WD from the Date Fault Suspected/Detected (J1012) (before R2)
Standard 5	Number of D0002s received between +85 WD and +154 WD from the Date Fault Suspected/Detected (J1012) (before R3)
Standard 6	Number of D0002s received between +155 WD and +292 WD from the Date Fault Suspected/Detected (J1012) (before RF)
Standard 7	Number of D0002s received after +293 WD after the Date Fault Suspected/Detected (J1012) (after RF)

What will Half Hourly Data Collectors have to do to submit the data?

The HHDC is required to compare the D0002 received date with the 'Date Fault Suspected/Detected' (J1012) in the D0002 and calculate the number of WDs in between.

Submitting the Serial by GSP Group

To be able to submit this Serial by GSP Group the D0155 will be needed. HHDCs should refer to the 'GSP Group ID' (J0066) data item in the D0155 data flow. The GSP Group ID is a mandated entry in the D0155 data flow. However, there may be instances from before the GSP Group became a mandatory field in the D0155, in which case this is the only acceptable time that the 'unknown' GSP Group (_U) should be used.

Exclusions from Submissions

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UMS Metering Systems should be excluded from reporting, as no MTDs will be required. The J0082 'Measurement Class Id' flag in the D0289 will indicate to the HHDC that its Metering System is UMS.

There should be no submissions listing an unknown agent (UUUU), as this will be the sender of the D0002.

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HM14 - Timely HH Meter Investigation Requests

Data Provider: HHDC (Example)

Key Data Table			PARMS submission (Reporting Period t= May 09)						
Receipt date of D0002	**Date Fault Suspected/Detected (J1012) in D0002**	**+/- WD elapsed (receipt date of D0002 and J1012 in the D0002)**	**Std 1**	**Std 2**	**Std 3**	**Std 4**	**Std 5**	**Std 6**	**Std 7**
			Number of D0002s received in Reporting Period	Number of D0002s received +1WD and +16WD from the Date Fault Suspected/Detected (J1012) (before SF)	Number of D0002s received between +17WD and +39WD from the Date Fault Suspected/Detected (J1012) (before R1)	Number of D0002s received received between +40WD and +84WD from the Date Fault Suspected/Detected (J1012) (before R2)	Number of D0002s received between +85WD and +154WD from the Date Fault Suspected/Detected (J1012) (before R3)	Number of D0002s received between +155WD and +292WD from the Date Fault Suspected/ Detected (J1012) (before RF)	Number of D0002s received after +293WD from the Date Fault Suspected/Detected (J1012) (after RF)
12/05/2009	03/05/2009	6	1	1	0	0	0	0	0
21/05/2009	07/04/2009	30	1	0	1	0	0	0	0
01/05/2009	21/01/2009	71	1	0	0	1	0	0	0
28/05/2009	03/04/2008	291	1	0	0	0	0	1	0
May 09 submission			**4**	**1**	**1**	**1**	**0**	**1**	**0**

Note an agent will only submit data against the standards. The key data table has been included to demonstrate the items that the agent will use to calculate the standards. Note the last line of the table (in bold) would be the agents data submission. The +/- WD elapsed period includes the date fault suspected/detected and receipt dates and excludes weekends and public holidays in England and Wales.

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3.3.9 NM11 - Timely Sending of NHH MTDs to NHHDCs

Role that Will Submit the Serial	Report On	Flow to be Used in the Calculation of the Serial Submission	Key Data Item
NHHDC	NHHMOA sending D0150	D0150 sent	J1254 (MSMTD EFD) in the D0150

Purpose of the Serial

100% of MTDs should be received by NHHDCs by +10 WD of the D0150 Settlement EFD (J1254) following a change to or of the Metering System.

This Serial measures NHHMOAs sending NHH MTDs to NHHDCs in a timely manner, following a change to or of the Metering System.

Note: **This Serial relates to Meter changes and does not capture a change of agent event** and the time it takes for the new agent to receive MTDs. The change of agent measure is captured in NM12.

Note: **This Serial should not capture D0150s sent for new connections in any standards.**

Associated Risk

The risk that MOAs do not inform DCs in a timely manner of the NHH MTDs, resulting in Meter readings being misinterpreted or not collected.

Who should submit the Serial?

NHHDCs should submit this Serial on NHHMOAs.

Key Data items

D0150: Non Half Hourly Meter Technical Details

MTDs for NHH Metering Systems.

D0155: Notification of new Meter Operator or Data Collector Appointment and Terms

The Supplier notifies the relevant HHDCs, NHHDCs, HHMOAs and NHHMOAs of their appointment with a given effective from date.

D0148: Notification of Change to other parties

Notification to MOA or DC of any changes to relevant agents' appointments and/or terminations for a Metering Point.

What will be submitted?

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- The total number of D0150s received within the reporting period; and
- The total number of D0150s, for a material change to the Metering System, received after the MTD EFD (J1254) by reconciliation bands.

Both energised and de-energised MSIDs should be reported against for all standards.

NM11 Standards to be Submitted by NHHDCs	
Standard 1	Number of D0150s received, following a material change to the Metering System, within the reporting period
Standard 2	Number of D0150s received, following a material change to the Metering System, between +1 WD and +16 WD from EFD (before SF)
Standard 3	Number of D0150s received, following a material change to the Metering System, between +17 WD and +39 WD from EFD (before R1)
Standard 4	Number of D0150s received, following a material change to the Metering System, between +40 WD and +84 WD from EFD (before R2)
Standard 5	Number of D0150s received, following a material change to the Metering System, between +85 WD and +154 WD from EFD (before R3)
Standard 6	Number of D0150s received, following a material change to the Metering System, between +155 WD and +292 WD from EFD (before RF)
Standard 7	Number of D0150s received , following a material change to the Metering System, from +293 WD from EFD (after RF)

What will the Non Half Hourly Data Collector have to do to submit the data?

The NHHDC will have to compare the MTD EFD (J1254) in any received D0150s within the reporting period with the date that the D0150 was received. The NHHDC should compare all data items within the D0150 with those held in order to identify any MTDs that have been submitted following a Meter change or revised MTDs (not where a change of agent event has occurred). Where any of these are different, the number of WDs between the MTD EFD (J1254) in D0150 and the receipt date of the D0150 will then need to be calculated.

Submitting the Serial by GSP Group

To be able to submit this Serial by GSP Group the D0155 will be needed. NHHDCs should refer to the 'GSP Group ID' (J0066) data item in the D0155 data flow. The GSP Group ID is a mandated entry in the D0155 data flow.

Where information on the GSP Group is not available, then this should still be included but listed as GSP Group 'unknown' (_U).

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Exclusions from Submissions

Exclude those D0150s which are sent for new connections (identified through the associated D0148, which will not have an old NHHMOA listed in the J0459 'Agent Status' flag).

UMS Metering Systems should be excluded from reporting, as no MTDs will be required. The J0082 'Measurement Class Id' flag in the D0152 or D0052 will indicate to the NHHDC that the newly appointed Metering System is UMS.

Exclude any D0150s received that are exact duplicates of a previously received D0150.

No submissions should be made reporting an unknown agent (UUUU), as this will be the sender of the D0150 and therefore will be known.

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NM11 - Timely Sending of NHH MTDs to NHHDCs

Data Provider: NHHDC (Example)

Key Data Table			PARMS Submission (Reporting Period t = May 09)							Notes
Receipt Date of D0150	MSMTD EFD (J1254) in D0150	+/- WD elapsed (receipt date of D0150 – J1254 on D0150)	**Std. 1**	**Std. 2**	**Std. 3**	**Std. 4**	**Std. 5**	**Std. 6**	**Std. 7**	All data shown is assumed to be for a single combination of GSP Group and Supplier
			No of D0150s received within the period	No of D0150s received between +1WD and +16WD from EFD	No of D0150 received between +17WD and +39WD from EFD	No of D0150s received between +40WD and +84WD from EFD	No of D0150received between +85WD and +154WD from EFD	No of D0150 received between +155WD and +292WD from EFD	Number of D0150 received from +293 WD from EFD	
08/05/2009	06/05/2009	2	1	0	0	0	0	0	0	D0150 received - 2WD after agent app. Date (J1254)
15/05/2009	15/05/2009	1	1	1	0	0	0	0	0	
12/05/2009	03/05/2009	6	1	1	0	0	0	0	0	
21/05/2009	07/04/2009	30	1	0	1	0	0	0	0	
29/05/2009	28/05/2009	2	1	1	0	0	0	0	0	
01/05/2009	21/01/2009	71	1	0	0	1	0	0	0	
28/05/2009	03/04/2008	291	1	0	0	0	0	1	0	
May 09 submission			**7**	**3**	**1**	**1**	**0**	**1**	**0**	

Note an agent will only submit data against the standards. The key data table has been included to demonstrate the items that the agent will use to calculate the standards. Note the last line of the table (in bold) would be the agents data submission. The +/- WD elapsed period includes the EFD and receipt date and excludes weekends and public holidays in England and Wales.

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3.3.10 NM12 – Missing NHH MTDs

Role that Will Submit the Serial	Report On	Flow to be Used in the Calculation of the Serial Submission	Key Data Item
Current NHHDC	New NHHMOA sending D0150	D0150s missing	J0210 (EFD MOA) in the D0148
New NHHDC	Current NHHMOA sending D0150	D0150 missing	J0219 (EFD DCA) in the D0155

Purpose of the Serial

100% of MTDs should be received by NHHDCs by +5WDs of the agent's EFD following a Change of Agent.

This Serial measures the performance of NHHMOAs sending MTDs **on a change of agent**, or for change of Supplier events only concurrent with a change of agent (with no change of Meter).

'Missing' is to be considered as when a D0155/D0148 (as applicable) has been received, but no associated D0150 received.

Note that these may have been sent late due to a late request for them or a late notification of other agents in the Supplier hub.

Associated Risk

The risk that missing NHH MTDs results in Meter readings being misinterpreted or not collected and the inability to issue NHH MTDs to other agents.

Who should submit the Serial?

- The existing NHHDC will report on the new NHHMOA; and
- The new NHHDC will report on the existing NHHMOA

Key Data items

D0148: Notification of Change to other parties

Supplier accepts the terms and issues a D0148 confirming appointment of DC and MOA.

D0150: Non Half Hourly Meter Technical Details

MTDs for NHH Metering Systems

D0155: Notification of new Meter Operator or Data Collector Appointment and Terms

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The Supplier notifies the relevant NHHDCs and NHHMOAs of their appointment with a given effective from date.

What will be submitted?

- The current NHHDC should report for all D0148s received where the D0150 is missing after the EFD of the new NHHMOA. **This should only be where D0148s are received for a pre-existing appointment, not where a new D0155 has been received**; and

- The new NHHDC should report for all D0155s received where the D0150 is missing after the EFD for the new NHHDC.

If a D0148/D0155 is sent erroneously (and therefore no subsequent D0150 is likely to be sent) instances where the associated D0150 are missing should still be reported until it is known to be an erroneous appointment. At which time it can be excluded from any future submissions.

Both energised and de-energised MSIDs should be reported against for all standards.

NM12 Standards to be submitted by NHHDCs	
Standard 1	Number of unique registrations held at any point in the previous 14 months to snapshot day
Standard 2	Number of registrations for which no D0150 is held.
Standard 3	Number of D0150s missing between +17 WD and +39 WD from EFD (before R1)
Standard 4	Number of D0150s missing between +40 WD and +84 WD from EFD (before R2)
Standard 5	Number of D0150s missing between +85 WD and +154 WD from EFD (before R3)
Standard 6	Number of D0150s missing between +155 WD and +292 WD from EFD (before RF)
Standard 7	Number of D0150s missing after +293 WD after EFD (after RF)

What will Non Half Hourly Data Collectors have to do to submit the data?

NHHDCs will be required to, on a snapshot day, examine the total portfolio of unique appointments that have been held in the previous 14 months and establish those for which MTDs have not been sent. For new agents, this will be based on D0155s received. Current NHHDCs will also have to examine any D0148s received to see if this was due to change of NHHMOA, and report all instance of these as well.

For all identified instances, the number of WDs that the MTDs have been missing will need to be calculated and grouped according to the above timescales.

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Missing D0148s

For new NHHDCs, if the corresponding D0148 has not been received, the NHHDC will not know who the NHHMOA is and therefore not know who to expect the MTDs from. **If the D0148 has not been received the NHHMOA should be reported as 'unknown' by the new NHHDC** (reported as 'UUUU'; see BSCP533 Appendix A for further details)**.**

Use of a snapshot day

In order to capture instances where D0150s are missing, a snapshot day will need to be taken. On this day, NHHDCs must examine their entire portfolio of appointments to determine where they are yet to receive one or more D0150s for any registrations they have held within the previous 14 months.

For new agents, this should be based on D0155s received. Current NHHDCs should also examine any D0148s received, referring to the 'Agent Status' flag (J0459) data item, to see if this was due to change of NHHMOA, and report all instance of these as well.

The snapshot day must be taken after the end of the reporting period and before the submission deadline (+20 WD). It is recommended to do this at least +5 WD after the end of the reporting period to allow for contract runs to occur. A snapshot can be taken at any time, but for consistency it is recommended it is done on the same day each month. It is therefore advised that a snapshot day occurs between +5 and +15 WDs after the end of the reporting period to ensure accurate data is submitted within the deadlines.

From the snapshot data, NHHDCs shall report the entire number of unique registrations that have been held in the 14 months, prior to the snapshot day. The rules regarding unique appointments are provided in Section 2.1.1. Agents will also report the number of registrations for which they have never received a D0150. This should be split into the Settlement Runs based on the timetable set out above, and where the NHHDC's EFD has passed these runs.

Submitting the Serial by GSP Group

To be able to submit this Serial by GSP Group the D0155 will be needed. NHHDCs should refer to the 'GSP Group ID' (J0066) data item in the D0155 data flow. The GSP Group ID is a mandated entry in the D0155 data flow.

Where information on the GSP Group is not available, then this should still be included but listed as GSP Group 'unknown' (_U).

Exclusions from Submissions

This Serial should exclude new connection events for new NHHDC submissions from standards 2 to 7. New connections should be included against standard 1 only. For example, where a D0148 has been received with no previous agent information in the J0459 'Agent Status' flag, these Metering Systems should be excluded from reporting against standards 2 to 7, but included in the count for standard 1.

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UMS Metering Systems should be excluded from reporting, as no MTDs will be required. UMS Metering Systems should be excluded from reporting, as no MTDs will be required. The J0082 'Measurement Class Id' flag in the D0152 or D0052 will indicate to the NHHDC that the newly appointed Metering System is UMS.

Exact duplicate D0155s or D0148s should also be excluded from reporting in this Serial.

If a change of Measurement Class has occurred concurrent with a change of agent, the instance should be excluded from reporting against standards 2 to 7 but included against standard 1.

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NM12 - Missing NHH MTDs

Data Provider: New NHHDC submitting on the current NHHMOA (Example)

Snapshot day: 09/06/2009

Key Data Table			PARMS submission (Reporting Period t= May 09)							Notes
New NHHDC EFD (J0219) in D0155	**Receipt date of complete D0150**	**+ / - WD Missing Elapsed (snapshot day – J0219)**	**Std 1**	**Std 2**	**Std 3**	**Std 4**	**Std 5**	**Std 6**	**Std 7**	**All data shown is assumed to be for a single combination of GSP Group and Supplier**
			No of unique reg by Supplier	No of unique reg missing D0150	No of unique reg missing D0150 between +17WD and +39WD from EFD (before R1)	No of unique reg missing D0150 between +40WD and +84WD from EFD (before R2)	No of unique reg missing D0150 between +85WD and +154WD from EFD (before R3)	No of unique reg missing D0150 between +155WD and +292WD from EFD (before RF)	No of unique reg missing D0150 from +293WD from EFD (after RF)	
03/05/2009	12/05/2009		1	0	0	0	0	0	0	This will be included in Std 1 as whilst the D0150 have been received the agent has a live registration. WDs elapsed are not counted if the D0150 has been received.
12/04/2009		39	1	1	1	0	0	0	0	New NHHDC EFD in D0155 on a Sunday. Elapsed period includes three public holidays. The complete set of D0150s has not been received
11/11/2008		144	1	1	0	0	1	0	0	The complete set of D0150 has not been received
03/04/2008	28/05/2009		1	0	0	0	0	0	0	WDs elapsed are not counted if the D0150 has been received.
10/03/2008		315	1	1	0	0	0	0	1	The complete set of D0150s has not been received

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Key Data Table			PARMS submission (Reporting Period t= May 09)							Notes
New NHHDC EFD (J0219) in D0155	**Receipt date of complete D0150**	**+ / - WD Missing Elapsed (snapshot day – J0219)**	**Std 1**	**Std 2**	**Std 3**	**Std 4**	**Std 5**	**Std 6**	**Std 7**	**All data shown is assumed to be for a single combination of GSP Group and Supplier**
			No of unique reg by Supplier	No of unique reg missing D0150	No of unique reg missing D0150 between +17WD and +39WD from EFD (before R1)	No of unique reg missing D0150 between +40WD and +84WD from EFD (before R2)	No of unique reg missing D0150 between +85WD and +154WD from EFD (before R3)	No of unique reg missing D0150 between +155WD and +292WD from EFD (before RF)	No of unique reg missing D0150 from +293WD from EFD (after RF)	
17/03/2009	02/06/2009		1	0	0	0	0	0	0	Counted as received, even though received following end of reporting period. WDs elapsed are not counted if the D0150 has been received.
May 09 submission			**6**	**3**	**1**	**0**	**1**	**0**	**1**	

Note an agent will only submit data against the standards. The key data table has been included to demonstrate the items that the agent will use to calculate the standards. Note the last line of the table (in bold) would be the agents data submission. The +/- WD elapsed period includes the EFD and receipt date and excludes weekends and public holidays in England and Wales.

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3.3.11 NC11 – Missing NHH Meter Reads & History from Old NHHDC to New NHHDC

Role that Will Submit the Serial	Report On	Flow to be Used in the Calculation of the Serial Submission	Key Data Item
New NHHDC	Old NHHDC sending D0010 & D0152	D0010 & D0152s missing	J0219 (EFD DCA) in the D0155

Purpose of the Serial

The new NHHDC should receive 100% of 'Meter Readings' (D0010) and Meter reads and history (D0152) from the outgoing (old) NHHDC.

Associated Risk

The risk that on a change of NHHDC the new NHHDC does not receive historic NHH metered data/final Meter readings that are required to validate and process subsequent readings, resulting in the use of default or old data in Settlement.

Who should submit the Serial?

The new NHHDC should this submit this Serial on the performance of the old NHHDC.

Key Data

D0010: Meter Readings

Cumulative readings and maximum demand readings provided by the old NHHDC to the new NHHDC.

D0148: Notification of Change to other parties

Notification to MOA or DC of any changes to relevant agents' appointments and/or terminations for a Metering Point.

D0152: Metering System EAC/AA Historical Data

The NHHDC sends historical details of the annual advance (AA) and estimate annual consumption (EAC) calculated by the NHHDC for a Metering System.

D0155: Notification of New Meter Operator or Data Collector Appointment and Terms

The Supplier notifies the relevant HHDCs, NHHDCs and MOAs of their appointment with a given effective from date.

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What will be submitted?

- The total number of unique registrations held, in the 14 months previous to the snapshot day; and
- The total number of D0155s where the D0010 **and** D0152 data flows have not been received, by reconciliation bands.

New NHHDCs should submit for all D0155s received during the reporting period for which they have been appointed and use their 'EFD' (J0219 in D0155) to check that the D0010 and D0152 data flows have been received.

The D0148 data flow should be taken into consideration to confirm the old NHHDC.

If a D0139 has been received informing the NHHDC that the Metering System is de-energised, it should be included.

Note: The request from the new NHHDC to the old NHHDC is triggered by the D0148 flow. If this flow is missing the history may not have been requested and therefore not sent.

Note: The latest data for receipt of the D0010 and D0152 will be used. **If either the D0010 or D0152 is not received this will still be classed as missing until both flows are received.**

Note: This Serial does not capture timeliness of sending D0010 and D0152s: The activity that this Serial measures can only be triggered by a change of DC scenario, or change of DC concurrent with a change of Supplier.

NC11 Standards to be Submitted by NHHDCs	
Standard 1	Number of unique registrations held at any point in the previous 14 months to snapshot day
Standard 2	Number of registrations for which no D0010 and D0152 is held
Standard 3	Number of D0010 and D0152s missing between +17 WD and +39 WD from EFD (before R1)
Standard 4	Number of D0010 and D0152s missing between +40 WD and +84 WD from EFD (before R2)
Standard 5	Number of D0010 and D0152s missing between +85 WD and +154 WD from EFD (before R3)
Standard 6	Number of D0010 and D0152s missing between +155 WD and +292 WD from EFD (before RF)
Standard 7	Number of D0010 and D0152s missing from +293 WD from EFD (after RF)

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What will the Non Half Hourly Data Collector have to do to submit the data?

In order to capture instances where the D0010 and D0152 data flows are missing, and therefore are still affecting Settlement, agents must examine their entire portfolio of appointments to identify where a D0155 has been received but no D0010 and D0152. The referencing of the D0148 would be required to ensure that new connections where there can be no historical readings available are not included. The agent should submit for all D0155s received, representing a change of appointment and not a change of contract, for which they are the agent and use the DC EFD (J0219) as the incoming NHHDC to check that the D0010 and D0152 data flows have been received.

Missing D0148s

For new NHHDCs, if the corresponding D0148 has not been received, the new NHHDC will not know who the old NHHDC is and therefore who to expect the D0010s and D0152s from. If the D0148 has not been received the old NHHDC should be reported as 'unknown' ('UUUU') by the new NHHDC.

Use of a snapshot day

In order to capture instances where D0010s and D0152s are missing, a snapshot day will need to be taken. On this day, NHHDCs must examine their entire portfolio of appointments to identify where a D0155 has been received but no D0010 and D0152 for any unique registrations they have held within the previous 14 months.

The snapshot day must be taken after the end of the reporting period and before the submission deadline (+20 WD). It is recommended to do this at least +5 WD after the end of the reporting period to allow for contract runs to occur. A snapshot can be taken at any time, but for consistency it is recommended it is done on the same day each month. It is therefore advised that a snapshot day occurs between +5 and +15 WD after the end of the reporting period to ensure accurate data is submitted within the deadlines.

From the snapshot data NHHDCs shall report the entire number of unique registrations that have been held in the 14 months, previous to the snapshot day. The rules regarding unique appointments are provided in Section 2.1.1. Agents will also report the number of registrations for which they have never received a D0010 and D0152. This should be split into the Settlement Runs based on the timetable set out above, and where the NHHDCs EFD has passed these runs.

Submitting the Serial by GSP Group

To be able to submit this Serial by GSP Group the D0155 will be needed. NHHDCs should refer to the 'GSP Group ID' (J0066) data item in the D0155 data flow. The GSP Group ID is a mandated entry in the D0155 data flow.

Where information on the GSP Group is not available, then this should still be included but listed as GSP Group 'unknown' (_U).

Exclusions from Submissions

UMS Metering Systems should be excluded from reporting, as only D0152s will be sent. NHHDCs will only know that its newly appointed Metering System is UMS if

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they have received an associated D0152 containing that information. Therefore, **any D0155s that are not identified as being UMS should be included. Any D0155s received for a change of contract should be excluded.**

This Serial should exclude new connection events from standards 2 to 7. New connection events must still be reported in standard 1. The J0459 'Agent Status' flag in the D0148 should be checked to see if there is any previous agent information. If there is not then it will be a new connection with no historical reads and **should therefore be excluded from standards 2 to 7, but included in the count for standard 1**.

Exact duplicate D0155s should not be reported against for any standard for this Serial.

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NC11 - Missing NHH Meter Reads & History from Old NHHDC to New NHHDC

Data Provider: New HHDC (Example)

Snapshot day: 09/06/2009

Key data table			PARMS Submission (Reporting Period t = May 09)							Notes
EFD of NHHDC appointment (J0219) in D0155	**Receipt date of complete D0010/D0152**	**+/- WD Elapsed (snapshot day – J0219)**	**Std 1**	**Std 2**	**Std 3**	**Std 4**	**Std 5**	**Std 6**	**Std 7**	
			No of unique reg by Supplier	No of unique reg missing D0010 and D0152	No of unique reg missing D0010 and D0152 between +17WD and +39WD from EFD(before R1)	No of unique reg missing D0010 and D0152 between +40WD and +84WD from EFD (before R2)	No of unique reg missing D0010 and D0152 between +85WD and +154WD from EFD (before R3)	No of unique reg missing D0010 and D0152 between +155WD and +292WD from EFD (before RF)	No of unique reg missing D D0010 and D0152 from +293WD from EFD (after RF)	All data shown is assumed to be for a single combination of GSP Group and Supplier
03/05/2009	12/05/2009		1	0	0	0	0	0	0	WDs elapsed are not counted if the D0010 and D0152 have been received.
12/04/2009		39	1	1	1	0	0	0	0	The D0010 and D0152 has not been received
11/11/2008		144	1	1	0	0	1	0	0	The D0010 and D0152 has not been received
03/04/2008	29/05/2009		1	0	0	0	0	1	0	WDs elapsed are not counted if the D0010 and D0152 have been received.
10/03/2008		315	1	1	0	0	0	0	1	The D0010 and D0152 has not been received
May 09 submission			**5**	**3**	**1**	**0**	**1**	**0**	**1**	

Note an agent will only submit data against the standards. The key data table has been included to demonstrate the items that the agent will use to calculate the standards. Note the last line of the table (in bold) would be the agents data submission. The +/- WD elapsed period includes the EFD and receipt date and excludes weekends and public holidays in England and Wales.

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3.3.12 Not Used

3.4 Meter Operator Agents

3.4.1 SP11 - Timely Appointment of Agents

Role that Will Submit the Serial	Report On	Flow to be Used in the Calculation of the Serial Submission	Key Data Item
HHMOA	Supplier	D0155s received	J0210 (EFD MOA) in the D0155
NHHMOA	Supplier	D0155s received	J0210 (EFD MOA) in the D0155

Purpose of the Serial

100% of Supplier Agents should be appointed prior to the agent start date. The information will be used to monitor the ability of Suppliers to submit notification of appointment to agents prior to the EFD of the appointment following either a change of Supplier, or a change of agent.

Associated Risk

The risk that Suppliers do not appoint agents in a timely manner which may result in an agent rejecting MTDs, Meter readings being misinterpreted or not collected or default data entering Settlement.

Who Should Submit the Serial?

The Serial will be submitted by HHMOAs and NHHMOAs (for HHDCs and NHHDCs submissions see the DCs section). This section will only give details for MOA submissions.

Key Data Items

D0155: Notification of New Meter Operator or Data Collector Appointment and Terms

The Supplier notifies the relevant HHMOAs and NHHMOAs of their appointment with a given EFD.

What will be submitted?

- The total number of D0155s received within the reporting period;
- The total number of D0155s that were received on or after the EFD; and
- The total number of D0155s that were received after the EFD of the agent by reconciliation bands.

MOAs should submit for all D0155s received during the reporting period for which they are the agent and use the MOA EFD (J0210) in the D0155 to check that the appointment has been received prior to their EFD.

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The expectation is that no D0155s should be received on or after the EFD. This Serial will not measure instances where no appointment flow is sent out at all. **It should include D0155s sent by mistake**.

SP11 Standards to be Submitted by HHMOAs & NHHMOAs	
Standard 1	Number of D0155s received within the reporting period
Standard 2	Number of D0155s not received before EFD within the period
Standard 3	Number of D0155s received between +1 WD and +16 WD from EFD (before SF)
Standard 4	Number of D0155s received between +17 WD and +39 WD from EFD (before R1)
Standard 5	Number of D0155s received between +40 WD and +84 WD from EFD (before R2)
Standard 6	Number of D0155s received between +85 WD and +154 WD from EFD (before R3)
Standard 7	Number of D0155s received between +155 WD and +292 WD from EFD (before RF)
Standard 8	Number of D0155s received from +293 WD from EFD (after RF)

D0155s sent for new connections should be included against all standards, as should D0155s sent for both energised and de-energised sites.

What will Meter Operator Agents have to do to submit the data?

The MOAs will interrogate its system to determine whether it has received any D0155s in the reporting period. The agent will then have to check that the D0155 relates to a new registration i.e. there is no existing D0155 with the same registration details. For all those new registrations the MOA would compare the date received with the EFD contained in J0210 data item and calculate the number of WDs in between the two.

Alternatively the MOA could take all D0155s received in the reporting period and compare the date received with the EFD contained in the J0219 J0210 data item and calculate the number of WDs in between the two. Then the MOA could remove all excluded D0155s afterwards.

Submitting the Serial by GSP Group

To be able to submit this Serial by GSP Group the D0155 will be needed. HHMOAs and NHHMOAs should refer to the 'GSP Group ID' (J0066) data item in the D0155 data flow. The GSP Group ID is a mandated entry in the D0155 data flow.

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The GSP Group information should always be available in the D0155 flow as a mandatory field, and therefore is not expected any submissions will be received for the 'unknown' GSP Group (_U). However, there may be instances from before the GSP Group became a mandatory field in the D0155, in which case this is the only acceptable time that the 'unknown' GSP Group (_U) should be used.

Exclusions from Submissions

There are legitimate reasons why an updated D0155 can be sent out by the Supplier with the original EFD, such as any changes to contractual terms on the existing registration. If these were to be submitted against, they would unfairly affect performance, so need to be excluded.

Where a newly received D0155 has the same registration details as the previously held D0155, it should not be counted. **Exclude those instances where the MOA EFD (J0210) and the effective from Settlement date (J0049) and the Supplier ID are the same**.

D0155s sent for UMS Metering Systems should be excluded from reporting against this Serial.

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SP11 - Timely Appointment of Agents

Data Provider: New HHMOA (Example)

Key data Table			PARMS submission (Reporting Period t= May 09)								Notes
Receipt date of D0155	**EFD of HHMOA (J0210) in D0155**	**+/- WD elapsed (receipt date – J0210)**	**Std 1**	**Std 2**	**Std 3**	**Std 4**	**Std 5**	**Std 6**	**Std 7**	**Std 8**	
			No of D0155s received within the period	No of D0155s not received before EFD within the period	No of D0155s received between +1WD and +16WD from EFD	No of D0155s received between +17WD and +39WD from EFD	No of D0155s received between +40WD and +84WD from EFD	No of D0155s received between +85WD and +154WD from EFD	No of D0155s received between +155WD and +292WD from EFD	Number of D0155s received from +293 WD from EFD	All data shown is assumed to be for a single combination of GSP Group and Supplier
03/05/2009	12/05/2009	-6	1	0	0	0	0	0	0	0	D0155 received -6WDs before EFD of HHDC
18/05/2009	18/05/2009	1	1	1	1	0	0	0	0	0	
25/05/2009	19/05/2009	4	1	1	1	0	0	0	0	0	
01/05/2009	20/04/2009	10	1	1	1	0	0	0	0	0	
11/05/2009	21/04/2009	14	1	1	1	0	0	0	0	0	
22/05/2009	01/04/2009	35	1	1	0	1	0	0	0	0	
13/05/2009	05/03/2008	300	1	1	0	0	0	0	0	1	
May 09 submission			**7**	**6**	**4**	**1**	**0**	**0**	**0**	**1**	

Note an agent will only submit data against the standards. The key data table has been included to demonstrate the items that the agent will use to calculate the standards. Note the last line of the table (in bold) would be the agents data submission. The +/- WD elapsed period includes the EFD and receipt date and excludes weekends and public holidays in England and Wales.

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3.4.2 SP14 - Timely Notification of Changes of the Data Collector via D0148

Role that Will Submit the Serial	Report On	Reporting on Timeliness of Data for:	Flow to be Used in the Calculation of the Serial Submission	Key Data Item
HHMOA	Supplier	D0148s for HHDCs	D0148s received	J0219 (EFD DCA) in the D0148
NHHMOA	Supplier	D0148s for NHHDCs	D0148s received	J0219 (EFD DCA) in the D0148

Purpose of the Serial

MOAs need to know who the DC is in the Supplier hub. If the MOA is not informed, it cannot submit MTDs to the DC and therefore the DC will submit default data to the DA for inclusion in Settlement.

The information provided will be used to monitor the ability of Suppliers to inform MOAs of change of the DC in a timely manner.

These instances can be identified by the D0148 having an 'Agent Status' flag (J0459) for the DC as 'N' for 'new'.

Associated Risk

The risk that Suppliers do not inform associated MOAs in a timely manner of changes to the DC in the Supplier hub, resulting in missing MTDs and Meter readings being misinterpreted or not collected.

Who should submit the Serial?

The Serial should be submitted by HHMOAs and NHHMOAs.

Key Data items

D0148: Notification of Change to other parties

Notification to MOA or DC of any changes to relevant agents' appointments and/or terminations for a Metering Point.

D0155: Notification of New Meter Operator or Data Collector Appointment and Terms

The Supplier notifies the relevant HHDCs, NHHDCs and MOAs of their appointment with a given EFD.

What will be submitted?

- The total number of D0148s received within the reporting period updating DC information;

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- The total number of D0148s, updating DC information, that were received on or after the EFD of the DC; and

- The total number of D0148s, updating DC information, that were received after the EFD of the DC by reconciliation bands.

All D0148s received should be considered – **both for new appointments and change of agent activities**. There is a possibility that the same Metering System will be included twice in the same month after undergoing change of Supplier, followed by a change of agent. However, as both may have impacted Settlement they should both be included.

Note: If more than one D0148 is received with the same DC in the same reporting period but with different EFD, the flow with the latest receipt date will be used.

Note: Suppliers sending a D0148 change of agent appointment flow before submitting a D0155 appointment flow may happen occasionally and most agents would not process the D0148 until they have been appointed.

SP14 Standards to be submitted by HHMOAs & NHHMOAs	
Standard 1	Number of D0148s received within the reporting period where DC information is updated
Standard 2	Number of D0148s not received before the EFD of the DC
Standard 3	Number of D0148s received, where DC information is updated, between +1 and +16 WD from EFD (before SF) of the DC
Standard 4	Number of D0148s received, where DC information is updated, between +17 WD and +39 WD from EFD (before R1) of the DC
Standard 5	Number of D0148s received, where DC information is updated, between +40 WD and +84 WD from EFD (before R2) of the DC
Standard 6	Number of D0148s received, where DC information is updated, between+ 85 WD and +154 WD from EFD (before R3) of the DC
Standard 7	Number of D0148s received, where DC information is updated, between +155 WD and +292 WD from EFD (before RF) of the DC
Standard 8	Number of D0148s received, where DC information is updated, +293 WD from EFD (after RF) of the DC

D0148s received for both energised and de-energised sites, as well as new connections, should be included against all applicable standards.

What will agent have to do to submit the data?

MOAs will interrogate its system to determine whether it has received any valid D0148s in the reporting period. If details of the DC are included (with a J0459 'Agent Status' flag of 'N' for 'new' in the D0148) the MOA will compare the date the D0148 was received and the date contained in the J0219 DC EFD data item and calculates the number of WDs in between the two.

Submitting the Serial by GSP Group

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To be able to submit this Serial by GSP Group the corresponding D0155 will be needed, as the D0148 does not contain the GSP Group ID. HHMOAs and NHHMOAs should refer to the 'GSP Group ID' (J0066) data item in the D0155 data flow. The GSP Group ID is a mandated entry in the D0155 data flow.

Where information on the GSP Group is not available (for example if the associated D0155 has not been sent before the D0148 is processed), then this should still be included but listed as GSP Group 'unknown' (_U).

Exclusions from Submissions

HHMOAs and NHHMOAs should exclude any D0148s:

- That do not contain any DC details;
- Where 'Data Collector Id' (J0205), and the 'Data Collector EFD' (J0219) and the Supplier's effective from Settlement date (J0049) are the same as the previous D0148; or
- That are for UMS Metering Systems.

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SP14 - Timely Notification of Changes to the Data Collector

Data Provider: HHMOA (Example)

Key Data Table			PARMS submission (Reporting Period t= May 09)								Notes
Receipt date of D0148	**EFD of HHDC (J0219) in D0148**	**+/- WD elapsed (receipt date – J0219)**	**Std 1**	**Std 2**	**Std 3**	**Std 4**	**Std 5**	**Std 6**	**Std 7**	**Std 8**	
			No of D0148s received within the period	No of D0148s not received before EFD within the period	No of D0148s received between +1WD and +16WD from EFD	No of D0148s received between +17WD and +39WD from EFD	No of D0148s received between +40WD and +84WD from EFD	No of D0148s received between +85WD and +154WD from EFD	No of D0148s received between +155WD and +292WD after EFD	Number of D0148s received from +293 WD from EFD	All data shown is assumed to be for a single combination of GSP Group and Supplier
06/05/2009	08/05/2009	-2	1	0	0	0	0	0	0	0	D0148 received -2 WD before agent app. Date (J0219)
15/05/2009	15/05/2009	1	1	1	1	0	0	0	0	0	
12/05/2009	03/05/2009	6	1	1	1	0	0	0	0	0	
21/05/2009	07/04/2009	30	1	1	0	1	0	0	0	0	
29/05/2009	28/05/2009	2	1	1	1	0	0	0	0	0	
01/05/2009	21/01/2009	71	1	1	0	0	1	0	0	0	
28/05/2009	03/04/2008	291	1	1	0	0	0	0	1	0	
May 09 submission			**7**	**6**	**3**	**1**	**1**	**0**	**1**	**0**	

Note an agent will only submit data against the standards. The key data table has been included to demonstrate the items that the agent will use to calculate the standards. Note the last line of the table (in bold) would be the agents data submission. The +/- WD elapsed period includes the EFD and receipt date and excludes weekends and public holidays in England and Wales.

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3.4.3 SP15 – Missing Appointment of Agents

Role that Will Submit the Serial	Report On	Reporting on Missing Data of:	Flow to be Used in the Calculation of the Serial Submission	Key Data Item
HHMOA	Supplier	Missing D0148s for HHDC	D0148s not received	J0210 (EFD) in the D0155
NHHMOA	Supplier	Missing D0148s for NHHDCs	D0148s not received	J0210 (EFD) in the D0155

Purpose of the Serial

It is paramount that certain members of the hub know who other agents are so that information can be passed between agents.

MOAs need to know who the DCs are.

The information provided will be used to monitor the ability of Suppliers to inform all agents of the hub composition in a timely manner.

Associated Risk

The risk that Suppliers do not inform associated agents of changes to the Supplier hub, resulting in missing MTDs and Meter readings being misinterpreted or not collected.

Who should submit the Serial?

The Serial will be submitted by HHMOAs and NHHMOAs (for HHDCs and NHHDCs submissions see the DCs section). This section will only give details for MOA submissions.

Key Data items

D0148: Notification of Change to other parties

Supplier receives acceptance of appointment from agents and issues a D0148 confirming appointment to DCs and MOAs.

D0155: Notification of New Meter Operator or Data Collector Appointment and Terms

The Supplier notifies the relevant HHDCs, NHHDCs, HHMOAs and NHHMOAs of their appointment with a given EFD.

What will be submitted?

- The total number of unique registrations, in the 14 month period prior to the snapshot day;
- The MOA will submit the total number of missing D0148s for its unique registrations, by reconciliation bands.

MOAs have no requirement for the Supplier to inform them of the DA, so **'missing' will simply be where a D0148, informing them of the identity of the DC, has not been received**.

Note: Once the relevant D0148 has been received this will be picked up by the Serials that measure the timeliness of notifications. Also this Serial will not measure where a

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change to another agent in the hub has been made and the other existing agents have not been informed.

SP15 Standards to be Submitted by HHMOAs & NHHMOAs	
Standard 1	Number of unique registrations held in the previous 14 months to snapshot day
Standard 2	Number of registrations for which no D0148 is held.
Standard 3	Number of D0148s missing between +17 WD and +39 WD from EFD (before R1)
Standard 4	Number of D0148s missing between +40 WD and +84 WD from EFD (before R2)
Standard 5	Number of D0148s missing between +85 WD and +154 WD from EFD (before R3)
Standard 6	Number of D0148s missing between +155 WD and +292 WD from EFD (before RF)
Standard 7	Number of D0148s missing from +293 WD from EFD (after RF)

Appointments that relate to both energised and de-energised sites, as well as new connections, should be reported in this Serial for all applicable standards.

Use of a snapshot day

In order to capture instances where D0148s are missing a snapshot day will need to be taken. On this day HHMOAs and NHHMOAs must examine their entire portfolio of appointments to see which they have yet to receive a D0148 for any DC appointments.

A snapshot day must be taken after the end of the reporting period and before the +20 after the end of a reporting period (submission deadline). It is recommended to do this at least +5 WD after the end of the reporting period to allow for contract runs to occur. A snapshot can be taken at any time, but is recommended to be taken the same day each month between +5 and +15WDs after the end of the reporting period to ensure accurate data is submitted within the submission deadlines.

From the snapshot data HHMOAs and NHHMOAs shall report the entire number of their unique registrations, and also the number for which they have never received a D0148. This should be split into the Settlement Runs, and should be based on when the runs have occurred, and where the EFD has passed these runs.

The snapshot should also take into account any unique registrations that were held in the 14 months previous to the snapshot day in order to capture any Metering Systems that have since changed agents, but the old agent still has not received a D0148 for that appointment.

Submitting the Serial by GSP Group

To be able to submit this Serial by GSP Group the D0155 will be needed. HHMOAs and NHHMOAs should refer to the 'GSP Group ID' (J0066) data item in the D0155 data flow. The GSP Group ID is a mandated entry in the D0155 data flow.

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Where information on the GSP Group is not available, then this should still be included but listed as GSP Group 'unknown' (_U).

Exclusions from Submissions

HHMOAs and NHHMOAs should exclude any D0155s;

- Where the EFD for the MOA (J0219) is the same as the previous D0155;
- That is an exact duplicate of a previously received D0155; or
- That is for an UMS Metering System.

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SP15 – Missing Appointment of Agents

Data Provider: NHHMOA (Example)

Snapshot day: 09/06/2009

Key data Table			PARMS submission (Reporting Period t= May 09)							Notes
EFD of NHHMOA (J0210) in D0155	**Receipt date of complete D0148**	**+ / - WD Elapsed (snapshot day – J0219)**	**Std 1**	**Std 2**	**Std 3**	**Std 4**	**Std 5**	**Std 6**	**Std 7**	**All data shown is assumed to be for a single combination of GSP Group and Supplier**
			No of unique reg by Supplier	No of unique reg missing D0148	No of unique reg missing D0148 between +17WD and +39WD from EFD (before R1)	No of unique reg missing D0148 between +40WD and +84WD from EFD (before R2)	No of unique reg missing D0148 between +85WD and +154WD from EFD (before R3)	No of unique reg missing D0148 between +155WD and +292WD from EFD (before RF)	No of unique reg missing D0148 from +293WD from EFD (after RF)	
03/05/2008	12/05/2008		1	0	0	0	0	0	0	This will be included in standard 1 as all D0148s have been received and the agent has a live registration. In this example, as the D0148 data flow was a few days late, this will be captured in SP14. WDs elapsed are not counted if the D0150 has been received.

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Key data Table			PARMS submission (Reporting Period t= May 09)							Notes
EFD of NHHMOA (J0210) in D0155	**Receipt date of complete D0148**	**+ / - WD Elapsed (snapshot day – J0219)**	**Std 1**	**Std 2**	**Std 3**	**Std 4**	**Std 5**	**Std 6**	**Std 7**	**All data shown is assumed to be for a single combination of GSP Group and Supplier**
			No of unique reg by Supplier	No of unique reg missing D0148	No of unique reg missing D0148 between +17WD and +39WD from EFD (before R1)	No of unique reg missing D0148 between +40WD and +84WD from EFD (before R2)	No of unique reg missing D0148 between +85WD and +154WD from EFD (before R3)	No of unique reg missing D0148 between +155WD and +292WD from EFD (before RF)	No of unique reg missing D0148 from +293WD from EFD (after RF)	
12/04/2009		39	1	1	1	0	0	0	0	NHHMOA EFD in D0155 on a Sunday. Elapsed period includes three public holidays. The complete set of D0148s has not been received
11/11/2008		144	1	1	0	0	1	0	0	The complete set of D0148s has not been received
03/04/2008	28/05/2009		1	0	0	0	0	0	0	While this failure to submit the D0148 in time for RF is not submitted for this Serial, it will have been picked up in SP14. WDs elapsed are not counted if the D0148 has been received.

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Key data Table			PARMS submission (Reporting Period t= May 09)							Notes
EFD of NHHMOA (J0210) in D0155	**Receipt date of complete D0148**	**+ / - WD Elapsed (snapshot day – J0219)**	**Std 1**	**Std 2**	**Std 3**	**Std 4**	**Std 5**	**Std 6**	**Std 7**	**All data shown is assumed to be for a single combination of GSP Group and Supplier**
			No of unique reg by Supplier	No of unique reg missing D0148	No of unique reg missing D0148 between +17WD and +39WD from EFD (before R1)	No of unique reg missing D0148 between +40WD and +84WD from EFD (before R2)	No of unique reg missing D0148 between +85WD and +154WD from EFD (before R3)	No of unique reg missing D0148 between +155WD and +292WD from EFD (before RF)	No of unique reg missing D0148 from +293WD from EFD (after RF)	
10/03/2008		315	1	1	0	0	0	0	1	The complete set of D0148s has not been received
17/03/2009	02/06/2009		0	1	0	1	0	0	0	Counted as received, even though received following end of reporting period. WDs elapsed are not counted if the D0148 has been received.
May 09 submission			**7**	**3**	**1**	**0**	**1**	**0**	**1**	

Note an agent will only submit data against the standards. The key data table has been included to demonstrate the items that the agent will use to calculate the standards. Note the last line of the table (in bold) would be the agents data submission. The +/- WD elapsed period includes the EFD and receipt date and excludes weekends and public holidays in England and Wales.

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3.4.4 HM12 - Missing HH MTDs

Role that Will Submit the Serial	Report On	Flow to be Used in the Calculation of the Serial Submission	Key Data Item
New HHMOA	Old HHMOA sending D0268	D0268s missing	J0210 (EFD MOA) in the D0155

Purpose of the Serial

100% of MTDs should be received by HHMOAs by +15WDs of the agent's EFD following a Change of Agent.

The Serial measures the performance of HHMOAs sending MTDs **only following a change of agent.** Change of Meter events should not be reported by this Serial.

Missing is to be considered as when a D0155 has been received, but there has been no associated D0268 received.

Note that these may have been sent late due to a late request for them or a late notification of other agents in the Supplier hub.

Associated Risk

The risk that missing HH MTDs result in Meter readings being misinterpreted or not collected and the inability to issue HH MTDs to other agents.

Who should submit the Serial?

The new MOA should submit this Serial, reporting on the performance of the old MOA.

Key Data items

D0148: Notification of Change to other parties

Supplier accepts the terms and issues a D0148 confirming appointment of DC and MOA.

D0155: Notification of new Meter Operator or Data Collector Appointment and Terms

The Supplier notifies the relevant HHDCs, NHHDCs, HHMOAs and NHHMOAs of their appointment with a given effective from date.

D0268: Half Hourly Meter Technical Details

HH MTDs are transferred when there is a change of equipment, configuration or change of agent.

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What will be submitted?

- The new HHMOA should submit for all D0155s received where the D0268 is missing after the EFD for the new HHMOA.

The new HHMOAs should, on a snapshot day, examine the total portfolio of unique appointments that have been held in the previous 14 months and establish those for which MTDs have not been sent. This will be based on D0155s received.

Note: If a D0155 is sent erroneously (and therefore no subsequent D0268 is likely to be sent) instances where the associated D0268 are missing should still be reported until it is known to be an erroneous appointment. At which time it can be excluded from any future submissions.

Where a D0155 received by the new HHMOA relates to a newly installed Metering System, this should be included in reporting against standard 1 only.

If a D0155 relates to a de-energised site (identified through the receipt of a D0139), this instance should also only be included in reporting against standard 1. A de-energised site can be identified through the D0139 flow.

A D0268 sent for a new connection (identified through a lack of any 'old' agent details in the D0148) should be included in the reporting of standard 1 only.

HM12 Standards to be Submitted by HHMOAs	
Standard 1	Number of unique registrations held at any point in the previous 14 months to snapshot day
Standard 2	Number of registrations for which no D0268 is held
Standard 3	Number of D0268s missing between +17 WD and +39 WD from EFD (before R1)
Standard 4	Number of D0268s missing between +40 WD and +84 WD from EFD (before R2)
Standard 5	Number of D0268s missing between +85 WD and +154 WD from EFD (before R3)
Standard 6	Number of D0268s missing between +155 WD and +292 WD after from EFD (before RF)
Standard 7	Number of D0268s missing from +293 WD from EFD (after RF)

What will Half Hourly Meter Operator Agents have to do to submit the data?

In order to capture instances where D0268s are missing, and therefore are still affecting Settlement, as opposed to those which have not been received in a timely manner, agents must examine their entire portfolio of appointments to see which they have yet to receive a D0268 for.

Missing D0148s

For new HHMOAs, if the corresponding D0148 has not been received, the new HHMOA will not know who the old HHMOA is and therefore not know who to expect the MTDs from. **If the D0148 has not been received the old HHMOA should be reported as 'unknown' ('UUUU') by the new HHMOA.**

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Use of a snapshot day

In order to capture instances where D0268s are missing a snapshot day will need to be taken. New HHMOAs should examine their entire portfolio of appointments to see which they have yet to receive a D0268 for any unique registrations.

A snapshot day must be taken after the end of the reporting period and before the +20 WD after the end of a reporting period (submission deadline). It is recommended to do this at least +5 WD after the end of the reporting period to allow for contract runs to occur. A snapshot can be taken at any time, but is recommended to be taken the same day each month between +5 and +15 WD after the end of the reporting period to ensure accurate data is submitted within the submission deadlines.

From the snapshot data new HHMOAs should report the entire number of their unique registrations, and also the number for which they have never received a D0268. This should be split into the Settlement Runs, and will be based on when the runs have occurred, and where the EFD has passed these runs.

The snapshot should also take into account any unique registrations that were held in the 14 months previous to the snapshot day in order to capture any Metering Systems that have since changed agents, but the old agent still has not received a D0268.

Where a D0155 received by the new HHMOA relates to a newly installed Metering System, this should be included unless a D0139 has been received informing the new HHMOA that the Metering System is de-energised. If a D0155 has been received and the Metering System is registered as de-energised, then this should be excluded from the Serial.

Submitting the Serial by GSP Group

To be able to submit this Serial by GSP Group the D0155 will be needed. New HHMOAs should refer to the 'GSP Group ID' (J0066) data item in the D0155 data flow. The GSP Group ID is a mandated entry in the D0155 data flow.

Where information on the GSP Group is not available, then this should still be included but listed as GSP Group 'unknown' (_U).

Exclusions from Submissions

- If a D0155 has been received and the Metering System is registered as de-energised, then this should be excluded from standards 2 to 7 in reporting the Serial but included in standard 1.
- If the site is identified as a new connection, this should also be excluded from reporting against standards 2 to 7 but included in standard 1.
- UMS Metering Systems should not be included in reporting against any standards.
- Receipt of an exact duplicate of a previously-received D0155 should be excluded from reporting against in this Serial.
- If a change of Measurement Class has occurred concurrent with a change of agent, the instance should be excluded from reporting against standards 2 to 7 but included in standard 1.

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- Not required, as identified by an accepted D0155 with a Retrieval Method (J0098) of 'S' (Supplier sourced Half Hourly smart meter readings).

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HM12 - Missing HH MTDs

Data Provider: New HHMOA reporting on old HHMOA (Example)

Snapshot day: 09/06/2009

Key data Table			PARMS submission (Reporting Period t= May 09)							Notes
New HHMOA EFD (J0210 in D0155)	Receipt date of complete D0268	+ / - WD Elapsed (snapshot day – J0219)	Std 1	Std 2	Std 3	Std 4	Std 5	Std 6	Std 7	All data shown is assumed to be for a single combination of GSP Group and Supplier
			No of unique reg by Supplier	No of unique reg missing D0268	No of unique reg missing D0268 between +17WD and +39WD from EFD (before R1)	No of unique reg missing D0268 between +40WD and +84WD from EFD (before R2)	No of unique reg missing D0268 between +85WD and +154WD from EFD (before R3)	No of unique reg missing D0268 between +155WD and +292WD from EFD (before RF)	No of unique reg missing D0268 from +293WD from EFD (after RF)	
03/05/2009	12/05/2009		1	0	0	0	0	0	0	This will be included in standard 1 as whilst all D0268s have been received the agent still has a live registration. WDs elapsed are not counted if the D0268 has been received.
12/04/2009		39	1	1	1	0	0	0	0	HHMOA EFD in D0155 on a Sunday. Elapsed period includes three public holidays. The complete set of D0268s has not been received.
11/11/2008		144)	1	1	0	0	1	0	0	The complete set of D0268s has not been received

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Key data Table			PARMS submission (Reporting Period t= May 09)							Notes
New HHMOA EFD (J0210 in D0155)	Receipt date of complete D0268	+ / - WD Elapsed (snapshot day – J0219)	Std 1	Std 2	Std 3	Std 4	Std 5	Std 6	Std 7	All data shown is assumed to be for a single combination of GSP Group and Supplier
			No of unique reg by Supplier	No of unique reg missing D0268	No of unique reg missing D0268 between +17WD and +39WD from EFD (before R1)	No of unique reg missing D0268 between +40WD and +84WD from EFD (before R2)	No of unique reg missing D0268 between +85WD and +154WD from EFD (before R3)	No of unique reg missing D0268 between +155WD and +292WD from EFD (before RF)	No of unique reg missing D0268 from +293WD from EFD (after RF)	
03/04/2008	28/05/2009		1	0	0	0	0	0	0	While this failure to submit the D0268 in time for RF is not submitted for this Serial, it will be picked up in the Serial HM11, if the new HHMOA exchanges the Meter following its appointment. WDs elapsed are not counted if the D0268 has been received.
10/03/2008		315	1	1	0	0	0	0	1	The complete set of D0268s has not been received
17/03/2009	02/06/2009		1	0	0	0	0	0	0	Counted as received, even though received following end of reporting period. WDs elapsed are not counted if the D0268 has been received. Would also be captured in June 09 timeliness Serial HM11.
May 09 submission			**6**	**3**	**1**	**0**	**1**	**0**	**1**	

Note an agent will only submit data against the standards. The key data table has been included to demonstrate the items that the agent will use to calculate the standards. Note the last line of the table (in bold) would be the agents data submission. The +/- WD elapsed period includes the EFD and receipt date and excludes weekends and public holidays in England and Wales.

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3.4.5 NM12 – Missing NHH MTDs

Role that Will Submit the Serial	Report On	Flow to be Used in the Calculation of the Serial Submission	Key Data Item
New NHHMOA	Old NHHMOA sending D0150	D0150s missing	J0210 (EFD MOA) in the D0155

Purpose of the Serial

100% of MTDs should be received by NHHMOAs by +5 WD of their EFD following a Change of Agent.

This Serial measures the performance of NHHMOAs sending the MTDs on a change of MOA. For completeness, this includes a change of Supplier only concurrent with a change of MOA event.

Missing is to be considered as when a D0155/D0148 has been received, but no associated D0150 received.

Note that these may have been sent late due to a late request for them or a late notification of other agents in the Supplier hub.

Associated Risk

The risk that missing NHH MTDs results in Meter readings being misinterpreted or not collected and the inability to issue NHH MTDs to other agents.

Who should submit the Serial?

- The new NHHMOA will report on the old NHHMOA.

Key Data items

D0148: Notification of Change to other parties

Supplier accepts the terms and issues a D0148 confirming appointment of DC and MOA.

D0150: Non Half Hourly Meter Technical Details

MTDs for NHH Metering Systems.

D0155: Notification of new Meter Operator or Data Collector Appointment and Terms

The Supplier notifies the relevant NHHDCs and NHHMOAs of their appointment with a given effective from date.

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What will be submitted?

- The new NHHMOA should report for all D0155s received where the D0150 is missing after the EFD for the new NHHMOA.

Note: If a D0155 has been sent erroneously (and therefore no subsequent D0150 is likely to be sent) instances where the associated D0150 are missing should still be reported until it is known to be an erroneous appointment. At which time it can be excluded from any future submissions.

Sites that are new connections should only be reported against in the count for standard 1, and excluded from reporting from standards 2 to 7. New connections can be identified through the J0459 'Agent Status' flag in the D0148 flow.

Both energised and de-energised MSIDs should be reported against.

NM12 Standards to be submitted by NHHMOAs	
Standard 1	Number of unique registrations held at any point in the previous 14 months to snapshot day
Standard 2	Number of registrations for which no D0150 is held.
Standard 3	Number of D0150s missing between +17 WD and +39 WD from EFD (before R1)
Standard 4	Number of D0150s missing between +40 WD and +84 WD from EFD (before R2)
Standard 5	Number of D0150s missing between +85 WD and +154 WD from EFD (before R3)
Standard 6	Number of D0150s missing between +155 WD and +292 WD from EFD (before RF)
Standard 7	Number of D0150s missing from +293 WD from EFD (after RF)

What will NHHMOAs have to do to submit the data?

NHHMOAs will be required to, on a snapshot day, examine the total portfolio of unique appointments that have been held in the previous 14 months and establish those for which MTDs have not been sent. This will be based on D0155s received.

For all identified instances, the number of WDs that the MTDs have been missing will need to be calculated and grouped according to the above timescales.

Missing D0148s

For new NHHMOAs, if the corresponding D0148 has not been received, the new NHHMOA will not know who the old NHHMOA is and therefore who to expect the MTDs from. **If the D0148 has not been received the old NHHMOA should be reported as 'unknown' ('UUUU') by the new NHHMOA.**

Use of a snapshot day

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In order to capture instances where D0150s are missing a snapshot day will need to be taken. NHHMOAs must examine their entire portfolio of appointments to see which they have yet to receive a D0150 for any unique registrations.

This should be based on D0155s received.

A snapshot day must be taken after the end of the reporting period and before the +20 WD after the end of a reporting period (submission deadline). It is recommended to do this at least +5 WD after the end of the reporting period to allow for contract runs to occur. A snapshot can be taken at any time, but is recommended to be taken the same day each month between +5 and +15 WD after the end of the reporting period to ensure accurate data is submitted within the submission deadlines.

From the snapshot data NHHMOAs should report the entire number of their unique registrations, and also the number for which they have never received a D0150. This should be split into the Settlement Runs, and will be based on when the runs have occurred, and where the EFD has passed these runs.

The snapshot should also take into account any unique registrations that were held in the 14 months previous to the snapshot day in order to capture any Metering Systems that have since changed agents, but the old agent still has not received a D0150.

Submitting the Serial by GSP Group

To be able to submit this Serial by GSP Group the D0155 will be needed. NHHMOAs should refer to the 'GSP Group ID' (J0066) data item in the D0155 data flow. The GSP Group ID is a mandated entry in the D0155 data flow.

Where information on the GSP Group is not available, then this should still be included but listed as GSP Group 'unknown' (_U).

Exclusions from Submissions

- This Serial should exclude new connection events (identified through the J0459 'Agent Status' flag in the D0148 where an 'old' NHHMOA is not specified).
- This Serial should exclude D0155 flows received for a change of contract.
- D0155s received for a new connection should be excluded from reporting against in standards 2 to 7 but included in standard 1.
- Appointments identified as UMS should be excluded from reporting against for this Serial.
- If a change of Measurement Class has occurred concurrent with a change of agent, then this instance should be excluded from reporting against standards 2 to 7 but included as standard 1.

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NM12 - Missing NHH MTDs

Data Provider: New NHHMOA reporting on old NHHMOA (Example)

Snapshot day: 09/06/2009

Key Data Table			PARMS submission (Reporting Period t= May 09)							Notes
New NHHMOA EFD (J0210 in D0155)	**Receipt date of complete D0150**	**+ / - WD Elapsed (snapshot day – J0219)**	**Std 1**	**Std 2**	**Std 3**	**Std 4**	**Std 5**	**Std 6**	**Std 7**	**All data shown is assumed to be for a single combination of GSP Group and Supplier**
			No of unique reg by Supplier	No of unique reg missing D0150	No of unique reg missing D0150 between +17 WD and +39 WD from EFD (before R1)	No of unique reg missing D0150 between +40 WD and +84 WD from EFD (before R2)	No of unique reg missing D0150 between +85 WD and +154 WD from EFD (before R3)	No of unique reg missing D0150 between +155 WD and +292 WD from EFD (before R3)	No of unique reg missing D0150 from +293WD from EFD (after RF)	
03/05/2009	12/05/2009		1	0	0	0	0	0	0	This will be included in Std 1 as whilst the D0150 have been received the agent has a live registration. WDs elapsed are not counted if the D0150 has been received.
12/04/2009		39)	1	1	1	0	0	0	0	New NHHMOA EFD in D0155 on a Sunday. Elapsed period includes three public holidays. The complete set of D0150s has not been received

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Key Data Table			PARMS submission (Reporting Period t= May 09)							Notes
New NHHMOA EFD (J0210 in D0155)	**Receipt date of complete D0150**	**+ / - WD Elapsed (snapshot day – J0219)**	**Std 1**	**Std 2**	**Std 3**	**Std 4**	**Std 5**	**Std 6**	**Std 7**	**All data shown is assumed to be for a single combination of GSP Group and Supplier**
			No of unique reg by Supplier	No of unique reg missing D0150	No of unique reg missing D0150 between +17 WD and +39 WD from EFD (before R1)	No of unique reg missing D0150 between +40 WD and +84 WD from EFD (before R2)	No of unique reg missing D0150 between +85 WD and +154 WD from EFD (before R3)	No of unique reg missing D0150 between +155 WD and +292 WD from EFD (before R3)	No of unique reg missing D0150 from +293WD from EFD (after RF)	
11/11/2008		144	1	1	0	0	1	0	0	The complete set of D0150 has not been received
03/04/2008	28/05/2009		1	0	0	0	0	0	0	WDs elapsed are not counted if the D0150 has been received.
10/03/2008		315	1	1	0	0	0	0	1	The complete set of D0150s has not been received
17/03/2009	02/06/2009		1	0	0	0	0	0	0	Counted as received, even though received following end of reporting period. WDs elapsed are not counted if the D0150 has been received.
May 09 Submission			**6**	**3**	**1**	**0**	**1**	**0**	**1**	

Note an agent will only submit data against the standards. The key data table has been included to demonstrate the items that the agent will use to calculate the standards. Note the last line of the table (in bold) would be the agents data submission. The +/- WD elapsed period includes the EFD and receipt date and excludes weekends and public holidays in England and Wales.

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3.4.6 Not Used

3.5 Supplier Meter Registration Agents (SMRA)

3.5.1 SP07 – SMRA & SVAA MSID Count – SMRA File

SMRAs are to send a monthly MSID count giving a Metering System count per Settlement day per combination of GSP Group, Supplier, DA, aggregation type and energisation status.

SMRAs already provide most of this information, it should be noted however that P99 requires this information to be submitted in the standard text file format. SMRAs should refer to BSCP533 Appendix A.

3.6 CDCA Reports

3.6.1 CM01 - CVA MOA Proving Tests

All Proving tests should be carried out successfully eight (8) WD prior to the EFD for the Metering System. The CDCA will send a report detailing the following information:

Standard 1 – Count of Metering Systems where proving test was required

Standard 2 – Average number of WDs proving test is outstanding after EFD

Standard 3 – Count of proving tests outstanding after EFD

3.6.2 CM02 - CVA MOA Fault Resolution

This Serial measures the timeliness of rectification of Meter faults. The CDCA will send a report detailing the following information:

Standard 1 – Count of Metering Systems where faults have been notified

Standard 2 - Count of faults that have been notified

Standard 3 – Average number of WDs that faults are outstanding

Standard 4 – Average number of WDs to resolve faults

3.7 SVAA Reports

3.7.1 SP07 – SMRA & SVAA MSID Count – SVAA File

The SVAA will provide a monthly report detailing for each Supplier the number of Metering Systems (MSIDs) for each HH and NHH DA by GSP Group, Settlement date and Settlement type.

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3.7.2 SP08 – Energy and MSIDs on Actuals

The SVAA will provide a report detailing the performance, HH and NHH, of each Supplier, where applicable, for each Settlement Date, for each Settlement Run type, for each GSP Group against the performance standards detailed in Annex S-1 of the Code. The Serial will contain details of:

- The percentage of energy settled on actual data/AA
- The percentage of Metering Systems settled on actual data/AA
- The total energy attributable to that Supplier

3.7.3 SP09 – NHH Defaults

The SVAA will provide a report detailing the NHH performance of each Supplier, for each Settlement Date, for each Settlement Run type, for each GSP Group against the performance standards detailed in Annex S-1 of the Code. The Serial will contain details of:

- The percentage of NHH Metering Systems settling on a default EAC
- The total number of NHH Metering Systems settling on a default EAC

3.7.4 **Not Used**

3.7.5 TA01 – GSP Group Correction Factor

The SVAA will provide a monthly file detailing the number of Group correction factor queries raised during the reporting period.

3.7.6 TA02 – Annual Demand Ratio

The SVAA will provide a monthly file detailing the annual demand ratio value for each reporting period.

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ANNEX A - LIST OF PARMS SERIALS

Type	Serial	Title	Measurement On	Data Provider(s)	Reporting Level	Supplier Validation Required
Trading Arrangements	TA01	GSP Group Correction Factor	Trading Arrangements	SVAA	GSP Group	No
Trading Arrangements	TA02	Annual Demand Ratio (ADR)	Trading Arrangements	SVAA	GSP Group	No
Agent	CM01	CVA MOA Proving Tests	CVA MOA	CDCA	National by CVA MOA	No
Agent	CM02	CVA MOA Fault Resolution	CVA MOA	CDCA	National by CVA MOA	No
Supplier	SP01	Delivery of Routine Performance Reports	Supplier	PARMS	Supplier by GSP Group	No
Supplier	SP02	Delivery of Routine Performance Logs	Supplier	PARMS	Supplier by GSP Group	No
Supplier	SP04	Installation of HH Metering	Supplier	Supplier	Supplier by GSP Group	No
Supplier	SP07	SMRA & SVAA MSID Count	Supplier	SVAA & SMRA	Supplier, DA, GSP Group, Run Type	No
Supplier	SP08	Energy and MSID on Actuals	Supplier	SVAA	Supplier, GSP Group, Run Type, HH/NHH	Yes
Supplier	SP09	NHH Details	Supplier	SVAA	Supplier, GSP Group, Run Type	Yes
Supplier	SP11	Timely Appointment of Agents	Supplier	HHDC, NHHDC, HHMOA, NHHMOA	Supplier and Agent by GSP Group	Yes
Supplier	SP12	Timely Notification of Changes of the Data Aggregator via D0148	Supplier	HHDC, NHHDC	Supplier and Agent by GSP Group	Yes

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Type	Serial	Title	Measurement On	Data Provider(s)	Reporting Level	Supplier Validation Required
Supplier	SP13	Timely Notification of Changes of the Meter Operator Agent via D0148	Supplier	HHDC, NHHDC	Supplier and Agent by GSP Group	Yes
Supplier	SP14	Timely Notification of Changes of the Data Collector via D0148	Supplier	HHMOA, NHHMOA	Supplier and Agent by GSP Group	Yes
Supplier	SP15	Missing Appointments of Agents	Supplier	HHDC, NHHDC, HHMOA, NHHMOA	Supplier and Agent by GSP Group	Yes
Supplier Agent	HM11	Timely Sending of HH MTDs to HHDCs	HHMOA	HHDC	HHMOA and Supplier by GSP Group	Yes
Supplier Agent	HM12	Missing HH MTDs	HHMOA	New HHMOA, current HHDC, new HHDC	HHMOA and Supplier by GSP Group	Yes
Supplier Agent	HM13	Quality of HH MTDs	HHMOA	HHDC	HHMOA and Supplier by GSP Group	Yes
Supplier Agent	HM14	Timely HH Meter Investigation Requests	HHMOA	HHDC	HHMOA and Supplier by GSP Group	Yes
Supplier Agent	NM11	Timely Sending of NHH MTDs to NHHDCs	NHHMOA	NHHDC	NHHMOA and Supplier by GSP Group	Yes
Supplier Agent	NM12	Missing NHH MTDs	NHHMOA	New NHHMOA, current NHHDC, new NHHDC	NHHMOA and Supplier by GSP Group	Yes
Supplier Agent	NC11	Missing NHH Meter Reads & History from Old NHHDC to New NHHDC	Old NHHDC	New NHHDC	Old NHHDC and Supplier by GSP Group	Yes

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ANNEX B – MASTER REGISTRATION AGREEMENT (MRA) DATA TRANSFER CATALOGUE ITEMS REFERENCED

The following flows can be found within the MRA Data Transfer Catalogue:

Flow Reference	Flow Name
D0001	Request Metering System Investigation
D0002	Fault Resolution Report or Request for Decision on Further Action
D0010	Meter Readings
D0148	Notification of Change to Other Parties
D0150	Non Half Hourly Meter Technical Details
D0152	Metering System EAC/AA Historical Data
D0155	Notification of Meter Operator or Data Collector Appointment and Terms
D0268	Half Hourly Meter Technical Details

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