



**Redlined BSCP537 Appendix 1 'Self Assessment Document (SAD)' text for CP1477 'Updates to BSCP537 Appendix 1 as a result of P283'**

This CP proposes changes to sections 13.1.8, 14.1.8, 15.1.6 and 18.1.5. We have redlined these changes against Version 12.0.

**There is no impact on any other part of this document for this CP.**

Amend section 13.1.8 (SVA HHMOA) as follows:

<p>13.1.8 What controls do you have in place to ensure that all commissioning tests are conducted to meet the requirements detailed in CoP 4 <u>for all types of Meters (including whole current metering)</u>?</p>	<p>The response should address the following areas:</p> <ol style="list-style-type: none"> <li>(1) Contacts and <u>lines of communication</u> <del>lines</del> that are established and maintained with the Equipment Owner (Section L 3.1.2) to ensure that full commissioning can be performed in accordance with CoP 4.</li> <li>(2) Controls and procedures should be in place to identify all circumstances where a commissioning test is required; <u>regardless of who is required to commission particular items of Metering Equipment (e.g. measurement transformers owned by the relevant BSC Party (e.g. Transmission Company or LDSO, as applicable)) that make up and/or will make up the Metering System.</u></li> <li>(3) All commissioning tests are performed in <del>a timely manner (e.g. where applicable, prior to registration);</del> <u>accordance with the timescales outlined in BSCP514.</u></li> <li>(4) Controls and procedures which exist to assess the quality of commissioning test results and records.</li> <li>(5) All relevant documentation is; <del>retained and is available for retrieval.</del> <ol style="list-style-type: none"> <li>(i) <u>requested (where necessary) from the relevant BSC Party (the Equipment Owner) responsible for commissioning the item of Metering Equipment (in particular measurement transformers owned by the Transmission Company or LDSO, as applicable);</u></li> <li>(ii) <u>retained; and</u></li> </ol> </li> </ol>		
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	<p>(iii) <u>is available for retrieval.</u></p> <p>(6) Detail how you will transfer documentation to the new SVA HHMOA on CoA, <u>and to the Registrant for notification of commissioning test results.</u></p> <p>(7) Commissioning tests performed meet the requirements detailed in CoP 4, <u>Appendix A, and the Registrant is notified that commissioning of the Metering System is completed, or the Registrant is notified of any defects or omissions in that process.</u></p>		
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Amend section 14.1.8 (SVA NHHMOA) as follows:

<p>14.1.8 What controls do you have in place to ensure that all commissioning tests are conducted to meet the requirements detailed in CoP 4 <u>for all types of Meters (including whole current metering)</u>?</p>	<p>The response should address the following areas:</p> <ol style="list-style-type: none"> <li>(1) Contacts and <u>lines of</u> communication <del>lines</del> that are established and maintained with the Equipment Owner (Section L 3.1.2) to ensure that full commissioning can be performed in accordance with CoP 4.</li> <li>(2) Controls and procedures should be in place to identify all circumstances where a commissioning test is required.</li> <li>(3) All commissioning tests are performed in a timely manner (e.g. where applicable, prior to registration).</li> <li>(4) Controls and procedures which exist to assess the quality of commissioning test results and records.</li> <li>(5) All relevant documentation is retained and is available for retrieval.</li> <li>(6) Detail how you will transfer documentation to the new SVA HHMOA on CoA.</li> <li>(7) Commissioning tests performed meet the requirements detailed in CoP 4, <del>Appendix A</del>.</li> </ol>		
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Amend section 15.1.6 (CVA MOA) as follows:

<p>15.1.6 What controls do you have in place to ensure that all commissioning tests are conducted to meet the requirements detailed in CoP 4, <del>Appendix A</del>?</p>	<p>The response should address the following areas:</p> <p><u>(1) Contacts and lines of communication that are established and maintained with the Equipment Owner (Section L 3.1.2) to ensure that full commissioning can be performed in accordance with CoP 4.</u></p> <p><del>(2)</del> Controls and procedures should be in place to identify all circumstances where a commissioning test is required, <u>regardless of who is required to commission particular items of Metering Equipment (e.g. measurement transformers owned by the relevant BSC Party (e.g. Transmission Company or LDSO, as applicable)) that make up and/or will make up the Metering System.</u></p> <p><del>(3)</del> All commissioning tests are performed in a timely manner (e.g. where applicable, prior to registration).</p> <p><u>(4) Controls and procedures which exist to assess the quality of commissioning test results and records.</u></p> <p><del>(35)</del> All relevant documentation is: <del>retained and is available for retrieval.</del></p> <p><u>(i) requested (where necessary) from the relevant BSC Party (the Equipment Owner) responsible for commissioning the item of Metering Equipment (in particular measurement transformers owned by the Transmission Company or LDSO, as applicable);</u></p> <p><u>(ii) retained; and</u></p> <p><u>(iii) is available for retrieval.</u></p>		
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	<p>(46) <u>Detail how you will <del>Transfer of</del> documentation to the new SVA HHMOA on CoA, and to the Registrant for notification of commissioning test results.</u></p> <p>(57) Commissioning tests performed meet the requirements detailed in CoP 4, <u>Appendix A, and the Registrant is notified that commissioning of the Metering System is completed, or the Registrant is notified of any defects or omissions in that process.</u></p>		
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Amend section 18.1.5 (Supplier) as follows:

<p>18.1.5 How do you ensure that your agents are meeting their obligations under the BSC?</p>	<p>Where obligations are to be fulfilled by an agent <u>(including commissioning of Metering Equipment)</u> the Supplier should have controls in place to ensure that those obligations are met.</p> <p>The response should demonstrate examples of the controls/procedures in place for the ongoing management of your agents, such as:</p> <ol style="list-style-type: none"> <li>(1) Controls to ensure that your agents are Qualified and that their qualified status is maintained on an ongoing basis.</li> <li>(2) Controls to ensure that your agents are compliant with their BSC obligations and a mechanism for assurance that your agents implement BSC Modifications or Changes appropriately.</li> <li>(3) Regular meetings and reporting of key performance indicators, for example:             <ol style="list-style-type: none"> <li>(i) to ensure the submission of aggregation data such as consumption figures and the Supplier Purchase Matrix is in line with Settlement timetable.</li> </ol> </li> <li>(4) Adequate contractual arrangements that include clear lines of responsibility and escalation.</li> <li>(5) Clear roles and responsibilities for each party and documented working practice agreed.</li> <li><u>(6) Controls are in place to ensure that Metering Equipment is properly commissioned in a timely manner. This includes, in the case of Half Hourly Metering Systems, ensuring any issues are identified during the commissioning of the Metering Equipment, notifying and consulting</u></li> </ol>		
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	<u>with the LDSO and/or the Transmission Company, as applicable.</u>		
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