

CP1190 'Recommended changes following an operational review of MDD Processes'

Redlined text based on BSCP509 v13.0

1.3 Use of the Procedure

This BSCP must be used to progress all changes to those data items designated as MDD. The need to make changes to MDD may be identified by the Panel, one of its Panel Committees, relevant BSC Agents, or Parties, depending upon the nature of the change. Appendix 4.1 outlines who can raise an MDD CR and provides a list of MDD Entities. In order to progress an MDD CR, the originator is required to complete the MDD CR (using F509/01) together with the valid section from the MDD Entity Form. ~~In addition, where any change relates to new or existing Standard Settlement Configurations (SSCs) there are two additional SSC forms that must be completed.~~ Appendix 4.42 outlines the MDD Entity forms used by this BSCP.

There are two- key milestones in this BSCP:

- The SVAA is to be notified by BSCCo of a change to MDD no later than 7 Working Days (or as otherwise agreed between BSCCo and the SVAA) before the Go Live Date.
- MPs have 2 Working Days from the receipt of the MDD to contact BSCCo if they believe that the change to MDD as notified is not as agreed or invalid. If BSCCo determines that the MDD publish is not as agreed Go-Live Date will be delayed¹, and notice will be given of the revised details of the next publication in accordance with this BSCP.

Where MPs find that the MDD as published is not as approved, this must be queried / disputed via BSCP11 “Trading Queries and Trading Disputes”. In the event that such a Trading Dispute is upheld, the correction will be published as specified in BSCP11. In the meantime the emergency fix process may be used.

2. Associated BSC Procedures

- BSCP01 Overview of Trading Arrangements
- BSCP11 Trading Queries and Trading Disputes
- BSCP15 BM Unit Registration
- BSCP25 Registration of Transmission System Boundary Points, Grid Supply Points, GSP Groups and Distribution Systems Connection Points
- BSCP38 Authorisations
- BDTP38 Authorisations
- BSCP40 Change Management
- BSCP65 Registration of Parties and Exit Procedures

¹ Delaying the Go-Live Date of Balancing Mechanism (BM) Unit(s) must not jeopardise the MPs’ ability to load the BM Unit(s) prior to the BM Unit Effective From Date.

- BSCP507 Supplier Volume Allocation Standing Data Changes
- BSCP508 Supplier Volume Allocation
- BSCP511 Entry Process – Supplier Meter Registration Service
- BSCP512 Entry Process – Supplier
- BSCP520 Unmetered Supplies Registered in SMRS
- BSCP531 Accreditation
- BSCP537 Qualification

3.1 Changes to Market Domain Data Provided by the Profile Administrator

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.1.1 ²	As required within the terms of the contract.	Send draft technical deliverables.	PrA.	BSCCo.	Draft technical deliverables and any supporting information (see Appendix 4.1 for valid MDD entities).	<u>CD</u> /Email.
3.1.2	Within 1 WD of 3.1.1.	Send draft technical deliverables for review.	BSCCo.	Reviewers.	Draft technical deliverables and any supporting information.	Email.
3.1.3	Within 15 WD of 3.1.2.	Provide comments on draft technical deliverables.	Reviewers.	BSCCo.	Comments.	Email.
3.1.4	Within 3 WD of 3.1.3.	Consolidate comments and return to PrA.	BSCCo.	PrA.	Consolidated comments.	Email.
3.1.5	To meet the deadline in 3.1.6 below.	Incorporate comments.	PrA.			Internal process.
3.1. 56	By 10 WD before contract acceptance date.	Send updated draft technical deliverables.	PrA.	BSCCo.	Updated draft technical deliverables and any supporting information (see Appendix 4.1 for valid MDD entities).	<u>CD</u> /Email.
3.1. 67	Within 1 WD of 3.1. 56 .	Raise and log MDD CR.	BSCCo.		F509/01 Part A in Appendix 4.2 Updated draft technical deliverables and any supporting information.	Internal process.

² Steps 3.1.1- 3.1.~~45~~ may be repeated on request of the PrA as long as this does not prejudice the timescale in 3.1.~~56~~.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.1. 78	On same WD as 3.1. 67 .	Send MDD CR and updated draft technical deliverables to MPs for IA.	BSCCo.	MPs.	F509/01 Part A in Appendix 4.2 Updated draft technical deliverables and any supporting information.	Email / Fax.
3.1. 89	Within 5 WD of 3.1. 78 and if MPs have comments.	Return IA and comments.	MPs.	BSCCo.	Comments and IA.	Email / Fax.
3.1. 94 0	Within 1 WD of 3.1. 98 .	Consolidate IA comments and submit MDD CR to Panel for approval.	BSCCo.	Panel.	Updated draft technical deliverables with supporting information, including consolidated comments and IA from MPs.	Internal process.
3.1. 10 +	At next Panel meeting.	Consider MDD CR, IA and consolidated comments and approve or reject MDD CR.	Panel.		MDD CR IA, consolidated comments and proposed draft technical deliverables with supporting information.	By Committee.
3.1. 11 2	Within 1 WD of 3.1. 10 .	Notify Panel decision.	Panel.	BSCCo.	Approval or rejection of MDD CR. Proceed in accordance with BSCP508.	Email / Fax.
3.1. 12 3	To meet deadline as agreed in Within 1 WD of 3.1. 12	Notify Panel decision.	BSCCo.	MPs, SVAA.	MDD Circular.	Email / Fax.

3.2 Changes to SVAA Calendar

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.2.1	Following authorisation of <u>FAA</u> Payment Calendar.	Distribute draft SAA³ Settlement Calendar and any other additional information which may be required to generate the SVAA Calendar. Authorise SVAA to create draft SVAA Calendar	BSCCo.	SVAA.	P0189 SAA Settlement Calendar. P0197 Additional Calendar Details.	Email.
3.2.2	Within 5 WD of receipt of draft SAA Settlement Calendar. <u>3.2.1.</u>	Generate draft <u>version of the</u> SVAA Calendar <u>and submit for review.</u>	SVAA.	<u>BSCCo</u>	Draft SVAA Calendar.	Internal process.
3.2.3	Within 1 WD of 3.2.2.	Send draft SVAA Calendar for review and approval.	SVAA.	BSCCo.	Draft SVAA Calendar.	Email.
3.2. 3 <u>4</u>	Within 10 WD of 3.2. 2 <u>3</u> .	Resolve any issues with draft SVAA Calendar.	BSCCo.	SVAA and if appropriate, SAA / FAA / CDCA.		Manual.
<u>3.2.4</u>	<u>Within 1 WD of 3.2.3</u>	<u>Send revised SVAA Calendar</u>	<u>BSCCo</u>	<u>SVAA</u>	<u>Revised SVAA Calendar</u>	<u>Email</u>
3.2.5	Within 2 WD of 3.2.4.	Agree revised SVAA Calendar.	SVAA.	BSCCo.		Email.
3.2.6	Within 1 WD of 3.2.5.	Raise MDD CR.	BSCCo.		Proceed in accordance with 3.3.	Internal process.

³ The SAA Calendar will be produced in draft form following approval of the Payment Calendar.



3.3 General Changes to MDD⁴

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3.1	As required.	Submit MDD CR and associated paperwork. ⁵	Originator.	BSCCo.	F509/01 form and relevant parts of MDD Entity forms document. Appendix 4 details the changes that can be raised and the originators that can raise them.	Email / Fax.
3.3.2	Within 1 WD of 3.3.1 <u>No later than the MDD CR submission deadline set out in the process for the following MDD version.</u>	Raise and log MDD CR.	BSCCo.		MDD CR and any supporting information.	Internal process.
3.3.3	Following 3.3.2 and if BM Unit change required.	If MDD CR relates to BM Unit(s), liaise with CRA and confirm they have received notification of forthcoming BM Unit(s) registration.	BSCCo.	CRA.	MDD CR.	Email / Fax.
3.3.4	Following 3.3.2	Send MDD CR for SVAA IA.	BSCCo.	SVAA.	MDD CR and any supporting information.	Email / Fax.
3.3.5	Within 3 WD of 3.3.4	Perform SVAA IA.	SVAA.			Internal process.

⁴ Approved MDD changes for new Suppliers, new LDSOs, existing LDSOs and new Party Agents should be made in accordance with the criteria in Appendix 4.3.

⁵ Participants raising CRs relating to Additional BM Unit registration, BM Unit deregistration or Cessation of Supplier should ensure the procedures within BSCP15 are followed. Participants raising CRs in relation to the registration or deregistration of a Supplier ID should ensure the procedures within BSCP65 are followed. BSCCo will raise CRs relating to Unmetered Supplies Operational Information in accordance with BSCP520. GSP Group Registration is progressed through BSCP25.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3. 56	Within 34 WD of 3.3. 45	Return SVAA IA.	SVAA.	BSCCo ⁶ .	Results of SVAA IA.	Email.
3.3. 67	Following analysis of SVAA IA.	Report outcome of SVAA IA.	BSCCo.	Originator.	Results of SVAA IA.	Email / Fax.
3.3. 78	If revision needed to MDD CR.	Submit new / revised MDD CR if required (return to 3.3.1).	Originator.	BSCCo		Email / Fax.
3.3. 89	Within 23 WD of 3.3. 78 .	Send details of MDD CR, any supporting information and summary of SVAA IA for IA.	BSCCo.	MPs, SVAA.	MDD Circular, including details of change and summary of SVAA IA.	Email / Fax.
3.3. 940	Within 5WD of 3.3. 89 .	Return IA and comments.	MPs, SVAA .	BSCCo.	IA and comments on proposed MDD CR.	Email / Fax.
3.3. 104	Within 2WDs of 3.3. 940	Consolidate comments of MPs, decide whether to recommend for approval.	BSCCo.	Originator, if necessary.	IA and comments on proposed MDD CR.	Email / Fax.
3.3.1 12	As required.	Submit MDD CR for approval.	BSCCo.	Panel.	Details of MDD CR and all relevant IAs and consolidated comments.	Internal process.
3.3.1 23	At next Panel meeting.	Consider MDD CR, IA and consolidated comments and approve or reject MDD CR.	Panel.			Internal process.
3.3.143 3.13	Within 1WD of 3.3.1 23	Notify Panel decision.	Panel.	BSCCo.	Proceed in accordance with BSCP508 for publication of MDD.	Email / Fax.

⁶ If any proposed change(s) will result in a change to the MDD software, proceed in accordance with BSCP40.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3.1 45	To meet deadline as agreed in Within 1 WD of 3.3.1 34	Notify of Panel decision via MDD Circular.	BSCCo.	SVAA, MPs, Originator.	MDD Circular.	Email / Fax.

3.4 Agree Implementation, Publication and Release Schedule

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.4.1	Prior to anticipated publish of MDD.	Liaise with SVAA and agree timetable for publish of forthcoming MDD releases.	BSCCo.	SVAA.	Proposed timetable of publish and go live dates <u>and PAB meeting dates.</u>	Email.
3.4.2	Within 5WD of 3.4.1.	Provide comments on timetable of forthcoming MDD releases.	SVAA.	BSCCo.	Comments on proposed forthcoming MDD releases.	Email.
3.4.3	Within 1 WD of 3.4.2.	Address comments from SVAA on forthcoming MDD releases and approve.	BSCCo.			Internal process.
3.4.4	Within 1WD of 3.4.3.	Notify SVAA of approved MDD releases.	BSCCo.	SVAA.	Agreed timetable for forthcoming MDD releases.	Email.
3.4.5	Once MDD release schedule agreed.	Issue MDD Circular notifying MPs of future MDD release schedule. <u>Publish MDD Circular on MDD page of the BSC website.</u>	BSCCo.	MPs, SVAA.	MDD Circular.	Email./ <u>Website publication</u>

3.6 MDD Housekeeping Changes and Registration of New Market Participants

<u>REF</u>	<u>WHEN</u>	<u>ACTION</u>	<u>FROM</u>	<u>TO</u>	<u>INFORMATION REQUIRED</u>	<u>METHOD</u>
<u>3.6.1</u>	<u>As required.</u>	<u>Submit MDD Housekeeping CR⁷ and associated paperwork or a new Market Participant submits a CR to register in MDD⁸.</u>	<u>Originator.</u>	<u>BSCCo.</u>	<u>F509/01 form and relevant parts of MDD Entity forms document (including justification for being a Housekeeping CR).</u> <u>Appendix 4.1 details the changes that can be raised and the originators that can raise them.</u>	<u>Email / Fax.</u>
<u>3.6.2</u>	<u>No later than the Change Request submission deadline set out in the process for the following MDD version.</u>	<u>Determine that CR is Housekeeping or Originator is a new Market Participant. Raise and log MDD CR.</u>	<u>BSCCo.</u>		<u>MDD CR and any supporting information</u>	<u>Internal process.</u>
<u>3.6.3</u>	<u>Following 3.6.2 and if BM Unit change required.</u>	<u>If MDD CR relates to BM Unit(s), liaise with CRA to confirm they have received notification of forthcoming BM Unit(s) registration.</u>	<u>BSCCo.</u>	<u>CRA.</u>	<u>MDD CR.</u>	<u>Email / Fax.</u>
<u>3.6.4</u>	<u>Following 3.6.3</u>	<u>Send MDD CR for SVAA IA.</u>	<u>BSCCo.</u>	<u>SVAA.</u>	<u>MDD CR and any supporting information.</u>	<u>Email / Fax.</u>
<u>3.6.5</u>	<u>Within 3 WD of 3.6.4</u>	<u>Return SVAA IA.</u>	<u>SVAA.</u>	<u>BSCCo⁶.</u>	<u>Results of SVAA IA.</u>	<u>Email.</u>
<u>3.6.6</u>	<u>Following analysis</u>	<u>Report outcome of SVAA IA.</u>	<u>BSCCo.</u>	<u>Originator.</u>	<u>Results of SVAA IA.</u>	<u>Email / Fax.</u>

⁷ A Housekeeping CR is one which is of a minor nature and it is self-evident that the change would improve the data within MDD.

⁸ This may include Market Participant, Market Participant Role, SMRA Appointment and / or BM Unit for Supplier in GSP Group data.

<u>REF</u>	<u>WHEN</u>	<u>ACTION</u>	<u>FROM</u>	<u>TO</u>	<u>INFORMATION REQUIRED</u>	<u>METHOD</u>
	<u>of SVAA IA.</u>					
<u>3.6.7</u>	<u>If revision needed to MDD CR.</u>	<u>Submit new / revised MDD CR if required (return to 3.6.1).</u>	<u>Originator.</u>	<u>BSCCo</u>		<u>Email / Fax.</u>
<u>3.6.8</u>	<u>Within 2WDs of 3.6.7</u>	<u>Consider MDD CR and comments from SVAA. Decide whether the change should be made. Notify Originator.</u>	<u>BSCCo.</u>	<u>Originator, if necessary.</u>	<u>IA and comments on proposed MDD CR.</u>	<u>Email / Fax.</u>
<u>3.6.9</u>	<u>As required.</u>	<u>Notify Panel of Housekeeping and / or new Market Participant change made.</u>	<u>BSCCo.</u>	<u>Panel.</u>	<u>Details of MDD CR and all relevant IAs and consolidated comments.</u>	<u>Internal process.</u>
<u>3.6.10</u>	<u>Within 1 WD of 3.6.9</u>	<u>Notify Housekeeping change and / or new Market Participant registration made via MDD Circular. Publish MDD Circular on MDD page of the BSC website.</u>	<u>BSCCo.</u>	<u>SVAA, MPs, Originator.</u>	<u>MDD Circular.</u>	<u>Email / Fax / Website</u>

4.1 MDD Entities & Authorisation Route

No	Description	Authorisation Route	Originator
1	Market Participant	3.3	BSC Party Market Participants
2	GSP Licensed Distribution System Operator Group Distributor	3.3	BSC Party LDSO
3	SVA Agent Appointment	3.3	BSCCo / BSC Party
4	SMRA Appointment	3.3	Panel Secretary
5	Default Period Profile Class Coefficient	3.1	BSCCo
6	GSP Group Average EAC	3.1	BSCCo
7	Period Regression Equation	3.1	BSCCo
8	Profile Regression Equation Set	3.1	BSCCo
9	Profile Set	3.1	BSCCo
10	Regression Coefficient	3.1	BSCCo
11	Average Fraction of Yearly Consumption Set ¹¹	3.3	BSC Party
12	Average Fraction of Yearly Consumption (AFYC)	3.3	BSC Party
13	GSP Group Profile Class Average EAC	3.3	BSC Party
14	Clock Time Change ¹²	3.3	BSCCo
15	Settlement Calendar	3.2	SVAA
16	Year ¹²	3.3	BSCCo
17	Line Loss Factor Class (LLFC)	3.3	LDSO
18	GSP Group	3.3	BSCCo
19	GSP Group Correction Scaling Factor	3.3	BSCCo
20	GSP Group Profile Class Default EAC	3.3	SVAA BSCCo
21	Market Role	3.3	BSC Party
22	Settlement Day (SD) ¹²	3.3	BSCCo
23	Settlement Period ¹²	3.3	BSCCo
24	Smoothing Parameter	3.3	BSC Party
25	Threshold Parameter	3.3	BSC Party
26	Yearly Season Details ¹²	3.3	BSCCo
27	Clock Interval ¹³	3.3	Supplier
28	Clock Time Pattern Regime	3.3	Supplier
29	Measurement Requirement	3.3	Supplier
30	Profile	3.3	BSC Party
31	Profile Class	3.3	BSC Party
32 ¹⁴	Standard Settlement Configuration (SSC)	3.3	Supplier / BSCCo
33	Teleswitch TPR	3.3	Supplier
34	Teleswitch Register Rule	3.3	Supplier
35	Teleswitch Contact Rule	3.3	Supplier
36	Teleswitch Contact	3.3	Supplier
37	Teleswitch Group	3.3	Supplier
38	Time Pattern Regimes (TPR)	3.3	Supplier
39	Valid Measurement Requirement Profile Class	3.3	Supplier
40	Valid Settlement Configuration Profile Class	3.3	Supplier

¹¹ A change to end the use of an AFYC Set will not be permitted if it results in SVA Metering Systems having invalid combinations of Profile Class, SSC and GSP Group.

¹² The annual updates of these entities will be progressed simultaneously.

¹³ A valid clock interval may not cover the end of a Settlement year. Where a Supplier desires a clock interval to cover a year end then it must be provided to the BSCCo in two parts e.g., 00:30–07:30 1 October to 30 April clock interval would be split in two parts e.g., part 1 00:30–07:30 1 October to 31 December and part 2 00:30–07:30 1 January to 30 April.

¹⁴ The originator must submit Form F509/01 together with either the MDD Entity Forms document and / or the SSC Forms (one of two available i.e. 'SSC1' and 'SSC2'). These Forms are available on the BSC Website.

Section 4

No	Description	Authorisation Route	Originator
41	Consumption Component Class	3.3	BSC Party
42	Day of the Week	3.3	BSCCo
43	Day Type	3.3	BSCCo
44	Energisation Status	3.3	BSC Party
45	Market Participant Role	3.3	BSC Party Market Participant / BSCCo
46	Measurement Class	3.3	BSC Party
47	Measurement Quantity	3.3	BSC Party
48	Data item now redundant	N/A	N/A
49	Regression Coefficient Type	3.3	BSC Party
50	Season	3.3	BSC Party
51	Settlement Type	3.3	BSC Party
52	Meter Timeswitch Code Class (MTC)	3.3	Supplier BSC Party
53	MTC in PES Area Meter Timeswitch Class for Distributor	3.3	Supplier BSC Party
54	Valid MTC SSC Combination	3.3	Supplier BSC Party
55	Valid MTC LLFC Combination	3.3	Supplier BSC Party
56	Valid MTC LLFC SSC Combination	3.3	Supplier BSC Party
57	MTC Meter Type	3.3	Supplier BSC Party
58	MTC Payment Type	3.3	Supplier BSC Party
59	HH Default EAC	3.3	BSCCo
60	GSP Group Profile Class Tolerances	3.3	BSCCo
61	BM Unit for Supplier in GSP Group	3.3	Supplier / BSCCo
62	Unmetered Supplies Operational Information ¹⁵	3.3	BSCCo

¹⁵ This information is not included in the MDD database, but can be found on the BSC Website.

4.2 4.2 MDD Forms

MDD Change Request Form - F509/01

MDD CR Number
(For BSCCo use)

Part A - Completed by Originator and submitted to BSCCo

~~MDD Entity~~Market Participant Id (MPID).....MDD Entity Forms
attached.....

Details of proposed change (~~reference any attachments / including medium if appropriate~~)

Reason for Change.....

Originator's Name Company

~~Party ID~~.....

~~Date~~.....(Authorised in accordance with BSCP38 ~~and/or BDTP38~~except Non-BSC
Parties)

~~Housekeeping Change (Please delete one)~~....Y / N

~~Date~~.....~~Justification~~.....

Part B - Completed by BSCCo and submitted to SVA~~A~~ Agent

I confirm that appropriate authorisation has now approved the above MDD Change Request.

Please implement the change, ensuring publication no later than (calendar date):

with a Go Live Date of

BSCCo Name ~~BSCCo Signature~~~~Date~~.....

Part C - Completed by SVA Agent and returned to the BSCCo

I confirm that above MDD Change Request has been implemented.

SVAA Name ~~SVAA Signature~~~~Date~~.....

4.3 MDD Registration Criteria

4.3.1 New Suppliers / Licensed Distribution System Operators (LDSOs)

In order for a new Supplier's or new LDSO's Market Participant and Market Participant Role Data to be registered in MDD they must have completed the following steps:

- Acceded (Registered as a BSC Party); and
- Qualified (Proven that they can interface with Central Systems).

4.3.2 Existing LDSOs registering in a GSP Group

In order for GSP Group associations (i.e. GSP Group Distributor and SMRA Appointment data) for an LDSO to be registered in MDD they must have completed the following steps:

- Acceded (Registered as a BSC Party);
- Qualified (Proven that they can interface with Central Systems); and
- Have gained PAB approval (in accordance with BSCP511) that their SMRS has completed entry processes for the GSP Group.

GSP Group registration is progressed through BSCP25.

4.3.3 New BSC Party Agents

In order for a new BSC Party Agent to be registered in MDD they must have:

- Completed Accreditation i.e. gained approval from PAB (in accordance with BSCP531) that they have completed Accreditation and Certification; and
- Completed Entry Processes i.e. PAB must have approved (in accordance with BSCP512) the entry process for at least one Supplier Hub including the Agent.

4.4. MDD Entity Change Request Forms

The MDD Entity Forms are attached to this BSCP as a separate document (BSCP509 Appendix 4.4. MDD Entity Change request Forms).