



## **Attachment – CP1335 redline changes to BSCP514 ‘SVA Meter Operation’ v18.2 Conformed**

**The final paragraph in Section 1.1 will be modified to reference a new flow as being considered part of Meter Technical Details in the case of remote-read meters.**

### **1 Introduction**

#### **1.1 Purpose and Scope of the Procedure**

This BSC Procedure (BSCP) defines the processes that both the Half Hourly (HH) and Non-Half Hourly (NHH) Meter Operator Agent (MOA) shall use to carry out the work for meter operations (including, appointment changes, market data activities, connections, disconnections, reconfiguration or changes and proving (of HH Metering Systems (MS))) for all Supplier Volume Allocation (SVA) MS registered in the Supplier Meter Registration System (SMRS).

This BSCP describes the key interfaces and timetables for sending appropriate SVA MS data to the Associated HH and NHH Data Collector (HHDC and NHHDC), Meter Asset Provider (MAP) and distributor on behalf of the Associated Supplier. In this BSCP, the “Associated Data Collector” is the Data Collector for the relevant SVA Metering System for the time being appointed by the Associated Supplier of the relevant Supplier Agent. “Associated HH Data Collector” and “Associated NHH Data Collector” shall be construed accordingly.

This BSCP also focuses on the interfaces between the MOA and other agencies seen from the perspective of the MOA.

The purpose of this BSCP is to ensure that meter operations work of the MOA is carried out in an orderly and timely manner.

In this BSCP, any reference to “Meter Technical Details” means all the relevant information about Metering Equipment required by the appropriate Data Collector (or where appropriate, the Meter Operator Agent) to carry out his duties. For the avoidance of doubt this includes, but is not limited to, the items listed in Data Interface flows D0268: Half Hourly Meter Technical Details (for Half Hourly trading) or D0150: Non Half Hourly Meter Technical Details, ~~and~~ D0149: Notification of Mapping Details and (where appropriate) Dxxx: Auxiliary Meter Technical Details (for Non Half Hourly trading). For Metering Systems that can be read remotely, this also includes all appropriate information required by the NHHDC to retrieve data from the Metering System remotely (and, where appropriate, required by the Meter Operator Agent to configure the Metering System remotely). This may include, but is not limited to, the communications and security details of the Metering System and the Code of Practice of the Metering System installed.

This BSCP contains guidance on the completion of a ‘Complex Site Supplementary Information Form’ for the D0268 ‘Half Hourly Meter Technical Details’ data flow where the HH MS is deemed to be at a Complex Site.



**Whenever a D0150 and D0149 are sent, add a reference to the new flow and related appendix. As well as section 1.1, the following sections are impacted by CP1335:**

- **Section 6.2.1 - Change of NHHMOA (No change of Metering System or Change of Supplier)**
- **Section 6.2.2 - New Connection**
- **Section 6.2.3 - Change of NHHDC for an existing Metering System**
- **Section 6.2.4 - Concurrent change of Supplier and NHHMOA (No Change to Metering System)**
- **Section 6.2.5 - Change of Supplier (No Change to Metering System or Change of NHHMOA)**
- **Section 6.3.3 - Removal of a Metering System**
- **Section 6.3.4 - Reconfigure or Replace Metering System (No Change of Measurement Class)**
- **Section 6.3.5 - LDSO Replaces MS (For Safety Reasons / Urgent Metering Services)**
- **Section 6.4.1 - Investigate Inconsistencies**
- **Section 7.1 - Change of Measurement Class from NHH to HH Metering System**
- **Section 7.2 - Coincident Change of Measurement Class from NHH to HH Metering System and Change of Supplier**
- **Section 7.3 - Change of Measurement Class from HH to NHH Metering System**
- **Section 7.4 - Coincident Change of Measurement Class from HH to NHH Metering System and Change of Supplier**
- **Section 9 - Appendices - Non-Half Hourly**

**No other sections are impacted by CP1335 within BSCP514**



### 6.2.1 Change of NHHMOA (No change of Metering System or Change of Supplier)

6.2.1.9	Within 5 WD of 6.2.1.6	Send MTD.	Current NHHMOA <sup>27</sup>	New NHHMOA <sup>7</sup>	D0149 Notification of Mapping Details. D0150 Non-Half Hourly Meter Technical Details. <sup>1 2</sup> <a href="#">Dxxx Auxiliary Meter Technical Details (in accordance with Appendix 4.20)</a>	Electronic or other method, as agreed.
6.2.1.10	Within 5 WD of 6.2.1.9	Send MTD.	New NHHMOA	Supplier / NHHDC / LDSO	D0149 Notification of Mapping Details. D0150 Non-Half Hourly Meter Technical Details. <a href="#">Dxxx Auxiliary Meter Technical Details (in accordance with Appendix 4.20)</a>	Electronic or other method, as agreed.

### 6.2.2 New Connection

<sup>1</sup> If MTD are not received within 12 WD of new NHHMOA appointment, new NHHMOA to request the current NHHMOA to send MTD using the D0170 Request for Metering System Related Details and report this to the Supplier.

<sup>2</sup> The NHHMOA will send the D0150 Non Half-hourly Technical Details to the relevant parties in all cases, even when no Meter is present.

6.2.2.10	Within 10 WD of 6.2.2.8	Send change of energisation status and MTD. <sup>3</sup>	NHHMOA	Supplier / NHHDC / LDSO	D0149 Notification of Mapping Details. D0150 Non Half Hourly Meter Technical Details. <a href="#">Dxxx Auxiliary Meter Technical Details (in accordance with Appendix 4.20)</a>	Electronic or other method, as agreed.
		Send initial Meter register reading.		NHHDC	D0010 Meter readings.	
		Send notification of Meter installation, Supplier ID and NHHMOA's appointment.		MAP	D0303 Notification of Meter Operator, Supplier and Metering Assets installed/removed by the MOP to the MAP.	

### 6.2.3 Change of NHHDC for an existing Metering System<sup>4</sup>

<sup>3</sup> Whenever installing new, replacement or re-configured meters or carrying out work requiring re-registration of the metering system, the MOA shall ensure that the meter registers are clearly labelled and that the data item J0010 'Meter Register Id' in all relevant DTN data flows (e.g. D0149 & D0150) accurately reflects the identifiers of the meter registers themselves. See Sections 2.3.2 and 2.4.1 for details.

<sup>4</sup> This process shall also apply to a concurrent Change of Supplier and Change of NHHDC. The Supplier referred to above is the new Supplier. In this case, the MTD and details of any current faults shall also be sent to the new Supplier and LDSO.

6.2.3.2	Within 5 WD of 6.2.3.1	Send MTD and details of any current faults.	NHHMOA	New NHHDC	D0002 Fault Resolution Report or Request for Decision on Further Action.  D0149 Notification of Mapping Details.  D0150 Non-Half Hourly Meter Technical Details. <sup>2</sup>  <a href="#">Dxxx Auxiliary Meter Technical Details (in accordance with Appendix 4.20)</a>	Electronic or other method, as agreed.
6.2.3.3	Within 1 WD of 6.2.3.2	If MTD not received as expected, request this data.	New NHHDC	NHHMOA	D0170 Request for Metering System Related Details.	Electronic or other method, as agreed.
6.2.3.4	Within 1 WD of 6.2.3.3 request from new NHHDC.	Send current MTD.	MOA	New NHHDC	D0149 Notification of Mapping Details.  D0150 Non Half Hourly Meter Technical Details. <sup>2</sup>  <a href="#">Dxxx Auxiliary Meter Technical Details (in accordance with Appendix 4.20)</a>	Electronic or other method, as agreed.

#### 6.2.4 Concurrent change of Supplier and NHHMOA (No Change to Metering System)

6.2.4.9	Within 5 WD of 6.2.4.8	Send MTD.	Current NHHMOA <sup>27</sup>	New NHHMOA <sup>7</sup>	D0149 Notification of Mapping Details.  D0150 Non Half Hourly Meter Technical Details. <sup>2</sup>  <a href="#">Dxxx Auxiliary Meter Technical Details (in accordance with Appendix 4.20)</a>	Electronic or other method, as agreed.
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6.2.4.10	Within 5 WD of 6.2.4.9	Send MTD.	New NHHMOA	New Supplier / NHHDC / LDSO	D0149 Notification of Mapping Details. D0150 Non Half Hourly Meter Technical Details. <sup>2</sup> <u>Dxxx Auxiliary Meter Technical Details (in accordance with Appendix 4.20)</u>	Electronic or other method, as agreed.
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### 6.2.5 Change of Supplier (No Change to Metering System or Change of NHHMOA)

6.2.5.8	Within 5 WD of 6.2.5.7	Send MTD.	NHHMOA	New Supplier / NHHDC / LDSO	D0149 Notification of Mapping Details. D0150 Non Half Hourly Meter Technical Details. <sup>2</sup> <u>Dxxx Auxiliary Meter Technical Details (in accordance with Appendix 4.20)</u>	Electronic or other method, as agreed.
		Send notification of Supplier and NHHMOA's appointment.		MAP	D0303 Notification of Meter Operator, Supplier and Metering Assets installed/removed by the MOP to the MAP.	

### 6.3.3 Removal of a Metering System<sup>5 6 7</sup>

6.3.3.4	Within 10 WD of removing MS or of receiving notification from the LDSO that a Metering System was disconnected.	Liaise with LDSO to recover Meter if necessary.	NHHMOA <sup>27</sup>	LDSO		Telephone/Fax/e mail/letter
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<sup>5</sup> Note that prior to the removal of the MS, a de-energisation shall be carried out in accordance with section 6.3.2 If de-energisation is carried out at the same time as the removal of the MS, only the flows referenced in section 6.3.3 need be sent.

<sup>6</sup> The Removal of a MS includes the removal of all Meters assigned to that MS. Where only some of the Meters are to be removed, a reconfiguration process shall be followed in accordance with section 6.3.4.

<sup>7</sup> Note that the removal of a MS requires the removal of all of the Meters associated with that MS. Where only some of the Meters are to be removed, proceed in accordance with section 6.3.4 Reconfigure or Replace Metering System (No Change of Measurement Class).

		Send MTD and notification that the MS has been removed. <sup>8</sup>		Supplier / NHHDC / LDSO	D0150 Non-Half Hourly Meter Technical Details. <u>Dxxx Auxiliary Meter Technical Details (in accordance with Appendix 4.20)</u>	Electronic or other method, as agreed.
		Send final Meter register reading or notification that Meter register reading not obtainable.		NHHDC	D0010 Meter Readings or D0002 Fault Resolution Report or Request for Decision on Further Action	
		Send notification of Meter removal.		MAP	D0303 Notification of Meter Operator, Supplier and Metering Assets installed/removed by the MOP to the MAP.	

<sup>8</sup> Where the MS has been removed by the LDSO as part of an Urgent Metering Service (UMetS), the LDSO shall provide the notification and final Meter register reading to the NHHMOA, and the NHHMOA shall provide this information to the Supplier and the NHHDC.

### 6.3.4 Reconfigure or Replace Metering System (No Change of Measurement Class)<sup>9</sup>

6.3.4.4	Within 10 WD of the replacement / reconfiguration of the MS	Send final Meter register reading for replaced / reconfigured MS or notification that Meter register reading not obtainable.	NHHMOA <sup>27</sup>	NHHDC	D0010 Meter Readings or D0002 Fault Resolution Report or Request for Decision on Further Action.	Electronic or other method, as agreed.
		Send initial Meter register reading for replacement MS / new configuration.			D0010 Meter Readings. D0149 Notification of Mapping Details.	
		Send MTD for replacement MS / new configuration. <sup>3</sup>		NHHDC / Supplier / LDSO	D0150 Non-Half Hourly Meter Technical Details. <u>Dxxx Auxiliary Meter Technical Details (in accordance with Appendix 4.20)</u>	
		Send notification of removal of old Meter.		MAP of removed Meter	D0303 Notification of Meter Operator, Supplier and Metering Assets installed/removed by the MOP to the MAP.	
		Send notification of installation of new Meter.		MAP of installed Meter	D0303 Notification of Meter Operator, Supplier and Metering Assets installed/removed by the MOP to the MAP.	

### 6.3.5 LDSO Replaces MS (For Safety Reasons / Urgent Metering Services)

<sup>9</sup> Note that prior to the reconfiguration or replacement of the MS, a de-energisation shall be carried out in accordance with section 6.3.2.



6.3.5.4	Within 10 WD of 6.3.5.3	<p>Send final Meter register reading for replaced MS or notify that Meter register reading not obtainable.</p> <p>Send initial Meter register reading and MTD for replacement MS.</p>	LDSO <sup>10</sup>	NHHMOA	<p>D0010 Meter Readings or D0002 Fault Resolution Report or Request for Decision on Further Action.</p> <p>D0149 Notification of Mapping Details.</p> <p>D0150 Non-Half Hourly Meter Technical Details.</p> <p><u>Dxxx Auxiliary Meter Technical Details (in accordance with Appendix 4.20)</u></p> <p>D0010 Meter Readings.</p>	Electronic or other method, as agreed.
6.3.5.5	Within 10 WD of 6.3.5.4	<p>Send final Meter register reading for replaced MS or notification that Meter register reading not obtainable.</p> <p>Send initial Meter register reading for replacement MS.</p> <p>Send MTD for replacement MS.</p> <p>Send notification of removal of old Meter.</p>	NHHMOA <sup>27</sup>	<p>NHHDC</p> <p>Supplier / NHHDC</p> <p>MAP of removed Meter</p>	<p>D0010 Meter Readings or D0002 Fault Resolution Report or Request for Decision on Further Action.</p> <p>D0010 Meter Readings.</p> <p>D0149 Notification of Mapping Details.</p> <p>D0150 Non-Half Hourly Meter Technical Details.</p> <p><u>Dxxx Auxiliary Meter Technical Details (in accordance with Appendix 4.20)</u></p> <p>D0303 Notification of Meter Operator, Supplier and Metering Assets installed/removed by the MOP to the MAP.</p>	Electronic or other method, as agreed.

<sup>10</sup> Since the LDSO is operating as part of an Urgent Metering Services (UMetS), he shall interface with the NHHMOA who shall be responsible for notifying the Supplier and the NHHDC of the action taken.

		Send notification of installation of new Meter.		MAP of installed Meter	D0303 Notification of Meter Operator, Supplier and Metering Assets installed/removed by the MOP to the MAP.	
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#### 6.4.1 Investigate Inconsistencies

6.4.1.8	Within 10 WD of resolving problem	Send MTD if appropriate.	NHHMOA	Supplier / NHHDC / LDSO	D0149 Notification of Mapping Details. D0150 Non-Half Hourly Meter Technical Details. <u>Dxxx Auxiliary Meter Technical Details (in accordance with Appendix 4.20)</u>	Electronic or other method, as agreed.
		Notify relevant MAP of corrections as required.		MAP	D0303 Notification of Meter Operator, Supplier and Metering Assets installed/removed by the MOP to the MAP.	

#### 7.1 Change of Measurement Class from NHH to HH Metering System<sup>11 12</sup>.

7.1.12	Within 10 WD of 7.1.11	Send MTD.	NHHMOA <sup>27</sup>	HHMOA	D0149 Notification of Mapping Details. D0150 Non-Half Hourly Meter Technical Details. <u>Dxxx Auxiliary Meter Technical Details (in accordance with Appendix 4.20)</u>	Electronic or other method, as agreed.
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<sup>11</sup> Should any participant experience any problems whilst carrying out the CoMC process, these should be reported to the Supplier and the Supplier should resolve as appropriate.

<sup>12</sup> Note that the Change of Meter shall not occur until on or after the SSD.

7.1.19	Within 10 WD of 7.1.17	Send final NHH Meter register reading <sup>13</sup> or notification that Meter register reading not obtainable and that this is a CoMC.	NHHMOA	NHHDC	D0010 Meter Readings or D0002 Fault Resolution Report or Request for Decision on Further Action.	Electronic or other method, as agreed.
		Notification of Meter removal.	NHHMOA	Supplier / NHHDC / LDSO	D0150 Non-Half Hourly Meter Technical Details. <u>Dxxx Auxiliary Meter Technical Details (in accordance with Appendix 4.20)</u>	
				MAP of old Meter	D0303 Notification of Meter Operator, Supplier and Metering Assets installed/removed by the MOP to the MAP.	

## 7.2 Coincident Change of Measurement Class from NHH to HH Metering System and Change of Supplier<sup>12</sup>.

7.2.12	Within 10 WD of 7.2.11	Send MTD.	NHHMOA <sup>27</sup>	HHMOA	D0149 Notification of Mapping Details. D0150 Non-Half Hourly Meter Technical Details. <u>Dxxx Auxiliary Meter Technical Details (in accordance with Appendix 4.20)</u>	Electronic or other method, as agreed.
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<sup>13</sup> The outgoing MOA shall be entitled to use customer own reads or readings provided by the outgoing Non Half Hourly Data Collector for the final Meter readings.

7.2.19	Within 10 WD of 7.2.17	Send final NHH Meter register reading <sup>13</sup> or notification that Meter register reading not obtainable and that this is a CoMC.	NHHMOA	NHHDC	D0010 Meter Readings or D0002 Fault Resolution Report or Request for Decision on Further Action	Electronic or other method, as agreed.
		Notification of Meter removal.	NHHMOA	Supplier / NHHDC / LDSO	D0150 Non-Half Hourly Meter Technical Details <a href="#">Dxxx Auxiliary Meter Technical Details (in accordance with Appendix 4.20)</a>	
				MAP	D0303 Notification of Meter Operator, Supplier and Metering Assets installed/removed by the MOP to the MAP.	

### 7.3 Change of Measurement Class from HH to NHH Metering System<sup>11 12</sup>.

7.3.18	Within 10 WD of 7.3.16	Send MTD.	NHHMOA	Supplier / NHHDC / LDSO	D0149 Notification of Mapping Details.	Electronic or other method, as agreed.
		Send initial NHH Meter register reading.		NHHDC	D0150 Non-Half Hourly Meter Technical Details. <a href="#">Dxxx Auxiliary Meter Technical Details (in accordance with Appendix 4.20)</a>	
		Send notification of Meter installation, Supplier and NHHMOA's appointment.		MAP	D0010 Meter Readings.  D0303 Notification of Meter Operator, Supplier and Metering Assets installed/removed by the MOP to the MAP.	

### 7.4 Coincident Change of Measurement Class from HH to NHH Metering System and Change of Supplier<sup>11 12</sup>.

7.4.18	Within 10 WD of 7.4.16	Send MTD.	NHHMOA	New Supplier / NHHDC / LDSO	D0149 Notification of Mapping Details.  D0150 Non-Half Hourly Meter Technical Details. <u>Dxxx Auxiliary Meter Technical Details (in accordance with Appendix 4.20)</u>	Electronic or other method, as agreed.
		Send initial NHH Meter register reading.		NHHDC	D0010 Meter Readings.	
		Send notification of Meter installation and Supplier.		MAP	D0303 Notification of Meter Operator, Supplier and Metering Assets installed/removed by the MOP to the MAP.	



**Add a new section in section 9 'Appendices - Non-Half Hourly' to cover remotely-read meters, though in this case most of the focus will be on AMR. This will include a requirement for the MOA to maintain the auxiliary details as well as sending and processing the information.**

### **9.3 Remotely Read Non Half Hourly Meters**

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

- 'RCAMR' (Remotely Configurable Automated Meter Reading);
- 'NCAMR' (Non-Remotely Configurable Automated Meter Reading); or
- 'RCAMY' (Remotely Configurable Automated Meter Reading with Remote Shutdown Capability)

the NHHMOA shall maintain a set of Auxiliary Meter Technical Details and shall ensure that whenever a D0150 is required to be sent or processed by the NHHMOA in accordance with this BSCP, the data in the Dxxx Auxiliary Meter Technical Details flow is also sent or processed successfully for that Metering System.