

CP1195 redlined changes drafted against BSCP38 v13.0

1.2. Main Users of the Procedure and their Responsibilities

The main users of this procedure are:

- (a) Parties;
- (b) Party Agents: Meter Operator Agents for CVA Metering Systems (MOA), Energy Contract Volume Notification Agents (ECVNA) and Meter Volume Reallocation Notification Agents (MVRNA);
- (c) BSCCo;
- (d) CRA, SVAA and;
- (e) Panel Secretary

Two Authorisation Registers will be maintained one by the BSCCo and the other by the CRA on behalf of the Central Data Collection Agent (CDCA), Energy Contract Volume Aggregation Agent (ECVAA), Funds Administration Agent (FAA), Settlement Administration Agent (SAA) ~~and Technical Assurance Agent (TAA)~~. The CRA and BSCCo are responsible for managing an Authorisation Register of Authorised Persons based on the forms submitted by Parties, ECVNAs, MVRNAs, MOAs or Licensed Distribution System Operators (LDSO).

Parties, ECVNAs, MVRNAs, MOAs and LDSOs are required to confirm lists of Authorised Persons at least once per year by the anniversary of the commencement of the authorisation on request of the CRA and/or BSCCo.

The CRA and BSCCo have separate authorisation forms, which detail the specific authorisation categories for which each is responsible. In total there are two forms:

- BSCP38/5.1: BSCCo – Declaration of Authorised Persons
- BSCP38/5.3: BSC Agent - Declaration of Authorised Persons

All Parties are required to set up at least one Category A Authorised Signatory with both the BSCCo and the CRA.

Note that Authorisations for activities relating to Performance Assurance are contained within BSCP533 "PARMS Data Provision"

1.6. Associated BSC Procedures

This procedure interfaces with the following BSCPs:

BSCP02	Proving Test Requirements for Central Volume Allocation Metering Systems
BSCP03	Data Estimation and Substitution for Central Volume Allocation
BSCP05	Meter Advance Reconciliation for Central Volume Allocation
BSCP06	Notification and Sealing of Metering Equipment for Central Volume Allocation
BSCP11	Trading Queries and Trading Disputes
BSCP15	BM Unit Registration
BSCP20	Registration of Metering System for Central Volume Allocation
BSCP25	Registration of Transmission System Boundary Points, Grid Supply Points, GSP Groups and Distribution Systems Connection Points
BSCP27	Technical Assurance of Half Hourly Metering Systems for Settlement Purposes
BSCP28	Approval and Notification of CVA Line Loss Factors
BSCP31	Registration of Trading Units
BSCP32	Metering Dispensations
BDTP38	Authorisations ¹
BSCP41	Report Requests and Authorisations
BSCP65	Registration of Parties and Exit Procedures
BSCP68	Transfer of Registration of Metering Systems between CMRS and SMRS
BSCP71	ECVNA and MVRNA Registration, Authorisation and Termination
BSCP75	Registration of Metering Aggregation Rules for Volume Allocation Units
BSCP301	Clearing, Invoicing and Payment
BSCP511	Entry Process – Supplier Meter Registration Service
BSCP512	Entry Process – Supplier
BSCP531	Accreditation
BSCP507	SVA Standing Data Changes
BSCP509	Changes to Market Domain Data
BSCP528	SVA LLFs for HH and NHH Metering Systems

¹ Participants who have registered an Authorised Signatory under BDTP38 do not need to register the same Authorised Signatory for the particular authorisation category under BSCP38

2.1. List of Acronyms

The acronyms used in this BSCP are defined below.

BDTP	BETTA Data Take on Procedure
BSCCo	Balancing and Settlement Code Company
CDCA	Central Data Collection Agent
CMRS	Central Meter Registration Service
CRA	Central Registration Agent
CVA	Central Volume Allocation
ECVAA	Energy Contract Volume Aggregation Agent
ECVNA	Energy Contract Volume Notification Agent
FAA	Funds Administration Agent
LDSO	Licensed Distribution System Operator
MDD	Market Domain Data
MOA	Meter Operator Agent
MVRNA	Metered Volume Reallocation Notification Agent
SAA	Settlement Administration Agent
SMRS	Supplier Meter Registration Service
TAA	Technical Assurance Agent
WD	Working Days



4. Authorisation Categories

The table below identifies for each authorisation category, the applicable Authorisation Register, the Central Service Provider (the BSC Agent or BSCCo undertaking that activity) and the BSCP to which that authorisation level applies. The final column details which Party or Party Agent is able to authorise individuals to initiate authorised activities².

Category	Activity	Description	Authorisation Register	Central Service Provider	BSCP	Authorising Capacity
A	Changing Authorisations	Party, ECVNA, MVRNA, MOA or LDSO to nominate a person to authorise other individual(s) to undertake BSC activities requiring an authorised signature. ³	BSCCo & CRA	BSCCo, CDCA, CRA, ECVAA, FAA, TAA .	N/A	Party, ECVNA, MVRNA, MOA, LDSO
B	Accept/Reject Data Estimation	Party to accept or reject estimated or substitute data as provided by the CDCA.	CRA	CDCA	BSCP03	Party
C	Site Witnessing of Meter Readings	Party or their Party Agent (MOA) to witness and confirm meter readings taken by the CDCA for MAR purposes.	CRA	CDCA	BSCP05 BSCP06	Party; MOA
D	On-site Meter Readings	MOA to take readings.	CRA	CDCA	BSCP06	-MOA
E	Submitting SVA Entry Process Requests	LDSO/SMRS or Supplier to submit Entry Process Requests to the Entry Process Co-ordinator	BSCCo	BSCCo	BSCP511 BSCP512	LDSO/SMRS; Supplier

² Notification may be via Email unless explicitly stated otherwise.

³ Any Party applying for inclusion on the BSC Website list of Suppliers (which have satisfied the criteria to complete a change of BM Unit ownership within 5WDs for a BM Unit with CVA metering and associated with a Customer's premises) must be authorised by a Category A Authorised Signatory. See BSCP15 for procedure and application form.

Category	Activity	Description	Authorisation Register	Central Service Provider	BSCP	Authorising Capacity
F	BM Units	Party to register and deregister BM Units, register the seasonal estimates of Demand and Generation Capacities, register and de-register Exempt Export status, elect Production/Consumption Flag (for Exempt Export BM Units) and Transfer of Supplier Id.	CRA	CRA	BSCP15	Party
G	Metering Systems Registration / Deregistration & MOA Appointment	Party or their Party Agent (MOA), as appropriate, to register, deregister, appoint a MOA or consent/object to a Metering System registration.	CRA	CRA	BSCP20	Party; MOA
H	Metering System Technical Details & Proving Tests	Party Agent (MOA) to register technical details, confirm the installation of Metering Equipment, record and submit proving test data and provide changes to Meter Technical Details and its validation requirements.	CRA	CDCA	BSCP02, BSCP20	MOA
I	Technical Assurance Site Visit Acceptance <u>This Category will no longer be used.</u>	Party notifying acceptance of site visit.	CRA	TAA	BSCP27	Party
J	Party Registration and Changes to Details	Applicant Party to register as a Party and to change their own Party details.	CRA	CRA	BSCP65	Party

Category	Activity	Description	Authorisation Register	Central Service Provider	BSCP	Authorising Capacity
K	Submission & Termination of ECVNA or MVRNA Authorisations or Volume Notification Nullification Requests	Party, ECVNA or MVRNA to sign ECVNA and / or MVRNA Authorisation Requests (including key changes, notification feedback reporting requirements) and terminate any such requests. Party to sign Volume Notification Nullification Requests.	CRA	ECVAA	BSCP71	Party, ECVNA, MVRNA
L	Submitting Aggregation Rules	Lead Parties to submit Meter Aggregation Rules.	CRA	CDCA	BSCP75	Party
M	Amendments to Non Confidential Report Requirements	Party to amend report transmissions for non confidential reports.	CRA	CDCA, CRA, ECVAA, FAA, SAA	BSCP41	Party, ECVNA, MVRNA, MOA.
N	Banking Details Registration and Changes to Details Provision of Credit Cover	Applicant Parties to register banking details with the FAA and to amend banking details. Applicant Parties to provide Credit Cover to the FAA and to amend level of Credit Cover	CRA	FAA	BSCP301	Party
O	Query / Dispute Process	Party to raise a query or dispute.	BSCCo	BSCCo	BSCP11	Party
P	Submitting CVA Line Loss Factors	LDSO to submit CVA Line Loss Factors for approval.	BSCCo	BSCCo	BSCP28	LDSO
Q	Registration & Deregistration of Trading Units	BM Unit Lead Party to register or deregister a Trading Unit.	BSCCo	BSCCo	BSCP31	Party

Category	Activity	Description	Authorisation Register	Central Service Provider	BSCP	Authorising Capacity
R	Metering Dispensations Applications	Party to apply for specific, generic and confidential Metering Dispensations as well as withdrawals and transfers of dispensation.	BSCCO	BSCCo	BSCP32	Party
S	Party Withdrawal	Party to withdraw form the BSC trading arrangements. Withdrawal Notice must not be via Email	BSCCo	BSCCo	BSCP65	Party
T	Transfer of Metering System between SMRS and CMRS	Party authorised to initiate the transfer of Metering Systems between SMRS and CMRS.	BSCCo	BSCCo	BSCP68	Party
U	Party Agent Registration and Changes to Details	Applicant ECVNA / MVRNA / MOA to register as Party Agents and to change their own Party Agent details.	BSCCo	BSCCo	BSCP71 BSCP531	ECVNA, MVRNA, MOA
V	Transmission of Reports to all Parties	Party to have named reports circulated to all Parties.	BSCCo	BSCCo	BSCP41	Party, ECVNA, MVRNA, MOA
W	Submitting SVA Standing Data Changes Accept or reject automatic Standing Data Changes	Suppliers to submit NHH BM Unit Data. Suppliers to accept or reject automatic Standing Data Changes.	BSCCo	BSCCo	BSCP507	Supplier
X	Submitting SVA Line Loss Factors	LDSO to submit SVA Line Loss Factors for approval.	BSCCo	BSCCo	BSCP528	LDSO
Y	Submitting MDD Change Requests	Originator (Party, BSCCo, SVAA, Panel Secretary)	BSCCo	BSCCo	BSCP509	-Originator (Party, BSCCo, SVAA, Panel Secretary)

Category	Activity	Description	Authorisation Register	Central Service Provider	BSCP	Authorising Capacity
Z	ECVAA Web Service Administration	Party / ECVNA / MVRNA to request ECVAA Web Service Pack. EWS administration and request ECVAA to ban/unban credentials files manually (if required).	CRA	ECVAA	BSCP71	Party, ECVNA, MVRNA
ZA	Registration of Transmission System Boundary Points, Grid Supply Points, GSP Groups and Distribution Systems Connection Points	TC to register Transmission System Boundary Points and GSPs; BSCCo to register GSP Groups and LDSOs to register Distribution Systems Connection Points.	CRA	CRA and CDCA	BSCP25	LDSO, TC, and BSCCo



5.3. BSCP38/5.3: CRA - Declaration of Authorised Persons

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Part A Authorisation

This section is to be completed by a category "A" Authorised Person and should be attached as a front sheet to completed Part(s) C and/or D as applicable.

To: CRA	Date Sent: _____
From: Participant Details	
Party /Party Agent ID: _____	Name of Sender: _____
Participation Capacity /Party Agent Role: _____	
Contact email address: _____	
Our Ref: _____	Contact Tel. No. _____
Name of Authorised Signatory: _____	
Authorised Signature: _____	Password: _____

This submission contains:

_____ *Authorisation applications (Part B); and

_____ *Authorisation cancellations (Part C).

**Please enter the number of individual authorisation applications/cancellations.*

Part B New/Changes to Authorisations

This section is to be repeated as necessary for each required authorisation application, with each application on a separate page. All authorisation level boxes must be completed with either 'Yes' or 'No'.

I hereby confirm that effective from: ___ / ___ / ___ (date)

Name:			
Position:			
Tel No.:		Fax No:	
Signature		8 Character Password	
Email address			

is authorised in respect of the following processes:

		Yes/No
A	Changing Authorisation	
B	Accept / Reject Data Estimation	
C	Site Witnessing of Meter Readings	
D	On-site Meter Readings	
F	BM Units	
G	Metering System Registration / Deregistration & MOA Appointment	
H	Metering System Technical Details & Proving Tests	
I	Technical Assurance Site Visit Acceptance <u>This Category will no longer be used.</u>	
J	Party Registration and Changes to Details	
K	Submission & Termination of ECVNA or MVRNA Authorisations	
L	Submitting Aggregation Rules	
M	Amendments to Non Confidential Report Requirements	
N	Banking Details Registration, Changes to Details and Provision of Credit Cover	
Z	Requesting and banning/unbanning user access to the ECVAA Web Service	
ZA	Registration of Transmission System Boundary Points, Grid Supply Points, GSP Groups and Distribution Systems Connection Points	

Part C Cancellation of Authorisation

This section is to be repeated as necessary for each required authorisation cancellation.

I hereby confirm that effective from _____(date) authorisation for

Name :

Position:

to sign documentation for the purposes of BSC activities has been cancelled.