

BSCP38v16.0 excerpt showing changes proposed by CP1244

1. Introduction

1.1 Scope and Purpose of the Procedure

NO CHANGE PROPOSED TO THIS SECTION

1.2 Main Users of Procedure and their Responsibilities

The main users of this procedure are:

- (a) Parties;
- (b) Party Agents: Meter Operator Agents for CVA Metering Systems (CVA MOA), Energy Contract Volume Notification Agents (ECVNA) and Meter Volume Reallocation Notification Agents (MVRNA);

~~(e)~~ **SVA Party Agents;**

~~(d)~~ **(c)** BSCCo;

~~(e)~~ **(d)** CRA, SVAA and;

~~(f)~~ **(e)** Panel Secretary

A single Authorisation Register will be maintained 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 BSCCo. The CRA is responsible for managing the Authorisation Register of Authorised Persons based on the forms submitted by Parties, ECVNAs, MVRNAs, CVA MOAs, Licensed Distribution System Operators (LDSO) and BSCCo.

The CRA will provide BSCCo with updates of Authorised Persons via CRA-I013.

Parties, ECVNAs, MVRNAs, CVA_MOAs **[Housekeeping]** and LDSOs are required to confirm lists of Authorised Persons at the request of the CRA on an annual basis.

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

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

1.3 Authentication Guidance

NO CHANGE PROPOSED TO THIS SECTION

1.4 Key Milestones

NO CHANGE PROPOSED TO THIS SECTION

1.5 Balancing and Settlement Code Provisions

NO CHANGE PROPOSED TO THIS SECTION

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
BSCP28	Approval and Notification of CVA Line Loss Factors
BSCP31	Registration of Trading Units
BSCP32	Metering Dispensations
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⁺ [P197]
BSCP512	Entry Process—Supplier⁺ [P197]
BSCP531	Accreditation⁺ [P197]
BSCP507	SVA Standing Data Changes
BSCP509	Changes to Market Domain Data
BSCP528	SVA LLFs for HH and NHH Metering Systems

¹ On 23 May 2008, this BSCP will be withdrawn. After this date please refer to BSCP537.

1.7 Publication of Authorised Persons on BSC Website

NO CHANGE PROPOSED TO THIS SECTION

2. Acronyms and Definitions

NO CHANGE PROPOSED TO THIS SECTION

3. Interface and Timetable Information

NO CHANGE PROPOSED TO THIS SECTION

DRAFT

4. Authorisation Categories

The table below identifies for each authorisation category, 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 activities.

Category	Activity	Description	Central Service Provider	BSCP	Authorising Capacity
A	Changing Authorisations	Party, ECVNA, MVRNA, CVA MOA or LDSO to nominate a person to authorise other individual(s) to undertake BSC activities requiring an authorised signature. ²	BSCCo, CDCA, CRA, ECVA, FAA.	N/A	Party, ECVNA, MVRNA, CVA MOA, LDSO
B	Accept/Reject Data Estimation	Party to accept or reject estimated or substitute data as provided by the CDCA.	CDCA	BSCP03	Party
C	Site Witnessing of Meter Readings	Party or their Party Agent (CVA MOA) to witness and confirm meter readings taken by the CDCA for MAR purposes.	CDCA	BSCP05 BSCP06	Party; CVA MOA
D	On-site Meter Readings	CVA MOA to take readings.	CDCA	BSCP06	CVA MOA
E	Submitting SVA Entry Process Requests This Category will no longer be used [P197]	LDSO/SMRS or Supplier to submit Entry Process Requests to the Entry Process Co-ordinator. (This Category will cease to be required after 23 May 2008. This is because BSCP511 and BSCP512 will be withdrawn on this date at the end of the transitional period following the implementation of Modification P197.)	BSCCo	BSCP511⁺ BSCP512⁺	LDSO/SMRS; Supplier

² 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	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 deregister Exempt Export status, elect Production/Consumption Flag (for Exempt Export BM Units) and Transfer of Supplier ID.	CRA	BSCP15	Party
G	Metering Systems Registration / Deregistration & CVA MOA Appointment	Registrant or its CVA MOA, as appropriate, to register, deregister, appoint a MOA or consent/object to a Metering System registration.	CRA	BSCP20	Registrant; CVA MOA
H	Metering System Technical Details & Proving Tests	Registrant or its CVA 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.	CDCA	BSCP02, BSCP20	CVA MOA. Registrant
I	This Category will no longer be used				
J	Party Registration and Changes to Details	Applicant Party to register as a Party and to change their own Party details.	CRA	BSCP65	Party
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.	ECVAA	BSCP71	Party, ECVNA, MVRNA
L	Submitting Aggregation Rules	Lead Parties to submit Meter Aggregation Rules.	CDCA	BSCP75	Party

Category	Activity	Description	Central Service Provider	BSCP	Authorising Capacity
M	Amendments to Non Confidential Report Requirements	Party to amend report transmissions for non confidential reports.	CDCA, CRA, ECVAA, FAA, SAA	BSCP41	Party, ECVNA, MVRNA, CVA 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	FAA	BSCP301	Party
O	Query / Dispute Process	Party to raise a query or dispute.	BSCCo	BSCP11	Party
P	Submitting CVA Line Loss Factors	LDSO to submit CVA Line Loss Factors for approval.	BSCCo	BSCP28	LDSO
Q	Registration & Deregistration of Trading Units	BM Unit Lead Party to register or deregister a Trading Unit.	BSCCo	BSCP31	Party
R	Metering Dispensations Applications	Party to apply for specific, generic and confidential Metering Dispensations as well as withdrawals and transfers of dispensation.	BSCCo	BSCP32	Party
S	Party Withdrawal	Party to withdraw form the BSC trading arrangements. Withdrawal Notice must be submitted by fax or post.	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	BSCP68	Party
U	Party Agent Registration and Changes to Details	Applicant ECVNA / MVRNA / CVA MOA to register as Party Agents and to change their own Party Agent details.	BSCCo	BSCP71 BSCP531 ⁺	ECVNA, MVRNA, CVA MOA

Category	Activity	Description	Central Service Provider	BSCP	Authorising Capacity
V	Transmission of Reports to all Parties	Party to have named reports circulated to all Parties.	BSCCo	BSCP41	Party, ECVNA, MVRNA, CVA 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	BSCP507	Supplier
X	Submitting SVA Line Loss Factors	LDSO to submit SVA Line Loss Factors for approval.	BSCCo	BSCP528	LDSO
Y	Submitting MDD Change Requests	Originator (Party, BSCCo, SVAA, Panel Secretary) to submit MDD Change Requests.	BSCCo	BSCP509	Originator (Party, BSCCo, SVAA, Panel Secretary)
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).	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 and BSCCo	BSCP25	LDSO, TC, and BSCCo

Category	Activity	Description	Central Service Provider	BSCP	Authorising Capacity
ZB	Signing the SAD and the Qualification Letter and delegating authority for the signing of other Qualification related documentation.	A registered Director of the company (verifiable with Companies House) acting as the signing authority for that company's SAD (when being completed either as part of the Qualification or re-Qualification process) and the Qualification Letter. Delegating authority for signing all other documents and matters in relation to Qualification.	BSCCo	BSCP537	SVA Party, SVA Party Agent and CVA MOA
ZC	Signing documentation in relation to Qualification other than the SAD and Qualification Letter.	A delegated person acting as the signing authority for that company's Annual Statement of Qualified Status process, re-Qualification Letter and any other documentation relating to Qualification.	BSCCo	BSCP537	SVA Party, SVA Party Agent and CVA MOA

5. Appendices

NO CHANGE PROPOSED TO THIS SECTION

5.1 BSCP38/5.1: CRA – Declaration of Authorised Persons

PAGE 1 OF __

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 C); and

_____ *Authorisation cancellations (Part D).

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

Part C 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	
E	Submitting SVA Entry Process Requests ³ <u>This Category will no longer be used [P197]</u>	
F	BM Units	
G	Metering System Registration / Deregistration & CVA MOA Appointment	
H	Metering System Technical Details & Proving Tests	
I	This Category will no longer be used	
J	Party Registration and Changes to Details	
K	Submission and Termination of EVCNA 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	
O	Query / Dispute Process	
P	Submitting CVA Line Loss Factors	
Q	Registration & Deregistration of Trading Units	

³ This Category will cease to be valid after 23 May 2008. This is due to the end of the transitional period following the implementation of Modification P197.

R	Metering Dispensations Applications	
S	Party Withdrawal	
T	Transfer of Metering Systems between SMRS and CMRS	
U	Party Agent Registration & Changes to Details	
V	Transmission of Reports to all Parties	
W	Submitting SVA Standing Data Changes	
X	Submitting SVA Line Loss Factors	
Y	Submitting MDD Change Requests	
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	
ZB	Signing the SAD and the Qualification Letter and delegating authority for the signing of other Qualification related documentation.	
ZC	A delegated person acting as the signing authority for that company's Annual Statement of Qualified Status process, re-qualification Letter and any other documentation relating to Qualification.	

DRAFT

Part D Cancellation of Authorisation

NO CHANGE PROPOSED TO THIS SECTION

|

DRAFT