

Balancing and Settlement Code

BSC PROCEDURE

Metering Dispensations

BSCP32

Version 5.1

Date : 30/06/2004

BSC PROCEDURE 32 VERSION 5.0**relating to****METERING DISPENSATIONS**

1. Reference is made to the Balancing and Settlement Code and, in particular, to the definition of "BSC Procedure" in Section X, Annex X-1 thereof.
2. This is BSC Procedure 32, Version 5.0 relating to Metering Dispensations.
3. This BSC Procedure is to be effective from 30/06/2004
4. This BSC Procedure has been approved by the Panel.

For and on behalf of the
Panel

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AMENDMENT RECORD

VERSION	DATE	DESCRIPTION OF CHANGES	CRs INCLUDED	MODS PANEL REF
1.0	Code Effective Date	Designated version	n/a	n/a
2.0	14/12/2000	Work outstanding at Go Active resolution of inconsistencies inclusion of consultation comments	227	09/006
3.0	13/08/2002	Change Proposal for BSC Systems Release 2	CP614	ISG 16/166
4.0	24/06/2003	Change Proposals for CVA June 03 Release	CP821	ISG/21/226
5.0	30/06/2004	Change Proposals for the CVA Programme June 04 Release	CP854	ISG/40/003 SVG/40/004
<u>5.1</u>	<u>08/02/2005</u>	<u>Operational Review of BSCP32 and Metering Dispensations processes.</u>	<u>N/A</u>	<u>N/A</u>

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1 Introduction

1.1 Purpose and Scope of the Procedure

Metering Equipment shall, save as otherwise provided in the Code, comply with the minimum requirements referred to or set out in the relevant Code of Practice ~~and the requirements in relation to a Boundary Point or Systems Connection Point set out in the Code~~. If for practical and/or financial reasons any Metering Equipment or Metering System comprised therein does not meet all or any of the requirements referred to or set out in the relevant Code of Practice ~~or the requirements in relation to a Boundary Point or Systems Connection Point set out in the Code~~, the Metering Equipment or Metering System may be the subject of an application for Metering Dispensation from that relevant Code of Practice ~~or the requirements in relation to a Boundary Point or Systems Connection Point set out in the Code~~ in accordance with this BSCP32 and Section L; ~~paragraph 3.4 of the Code~~.

The relevant Code of Practice in respect of any Metering Equipment comprising any Metering System shall be determined by reference to Section L.

~~Metering Dispensations can also be permitted for non-standard configurations of BM Units.~~

~~The relevant Code of Practice in respect of any Metering Equipment comprising any Metering System shall be determined by reference to Section L; paragraph 3.2 of the Code (Compliance with Codes of Practice).~~

~~This procedure outlines the responsibilities with regard to processing applications for dispensations, and outlines the timeframes involved. It also details the information required for submission with an application, notifications to Parties and records to be maintained in respect of all dispensations.~~

This procedure outlines the responsibilities with regard to processing applications for Metering Dispensations, and outlines the timeframes involved. It also details the information required for submission with an application, notifications to Parties and records to be maintained in respect of all Metering Dispensations.

This procedure also sets out the criteria to be used by the Panel in considering a Metering Dispensation application and the requirement of the Applicant to declare his intended course of action, in writing to the Panel, within a specified timescale following approval of the application.

Metering Dispensations may be granted on such conditions (if any) as the Panel, ~~with the agreement of the Parties specified in Section L; paragraph 3.4 of the Code~~, may deem fit.

1.2 Main Users of the Procedure and their Responsibilities

This BSCP is to be used by the following:

- ~~Applicant, the~~The Registrant or intended Registrant of the Metering Equipment.
- The Applicant for the application of Generic Metering Dispensations.
- BSCCo, for processing applications and maintaining records of all Metering Dispensations.
- Panel, for endorsing or rejecting Metering Dispensation applications.

Key Milestones

~~The key milestone in this procedure is:~~

~~Metering Dispensation applications should be received by the BSCCo at least 10 Working Days prior to the Panel meeting for processing.~~

1.3 Balancing and Settlement Code Provision

This BSCP should be read in conjunction with the Code and in particular Section L.

This BSCP has been produced in accordance with the provisions of the Code. In the event of an inconsistency between the provisions of this BSCP and the Code, the provisions of the Code shall prevail.

1.4 Associated BSC Procedures

This procedure interfaces with the following BSCPs:

BSCP20 Registration of Metering Systems for CVA

BSCP27 Technical Assurance of Half Hourly Metering Systems for Settlement Purposes

BSCP38 Authorisations

BSCP501 Registration of Metering System for Supplier Volume Allocation

BSCP514 SVA Meter Operations for Metering Systems Registered in SMRS

1.5 Metering Dispensation Applications

~~Only the~~The Registrant of a Metering System may apply for Metering Dispensations. ~~However~~ that apply specifically to that Metering Equipment. In addition, the Panel may, on its own initiative or upon the application of a Party, establish ~~dispensations but the provisions of this procedure must be followed by the panel acting as the Applicant~~Metering Dispensations that apply to any item of Metering Equipment.

When making any application, the Applicant must allow sufficient time for the approval process to be completed prior to the installation / commissioning of the associated Metering System.

Applications for the extension of time limited ~~dispensations~~ Metering Dispensations should be submitted as soon as the Applicant becomes aware that ~~a~~ an extension may be required and in any event prior to the termination of the relevant Metering Dispensation.

1.6 Register of Metering Dispensations

The BSCCo shall record the progress of such applications and shall provide the appropriate levels of security for both access to and modification of the contents of such register. The BSCCo shall provide such reports from the Metering Dispensation register as the Panel may require. The BSCCo will provide the TAA with duplicate copies of all existing ~~dispensations~~ Metering Dispensations. The BSCCo will be responsible for the operation and maintenance of the Metering Dispensation register.

1.7 Classification of Metering Dispensations

Metering Dispensations are classified against a number of criteria. Each Metering Dispensation will have an associated Term ('Temporary' or 'Lifetime') and location ('Site Specific' or 'Generic'). Modifications to or extensions of existing Metering Dispensations should be identified as Updates. The Panel may impose conditions on any Metering Dispensations granted. Generic Metering Dispensations apply to specific items of Metering Equipment which may be used to form any number of Metering Systems, subject to the conditions of that Metering Dispensation.

1.8 Factors Affecting Metering Dispensations

The Panel shall, in considering an application, take into account location, accuracy, functionality of the proposed Metering Equipment and such other factors as they may consider appropriate in relation to the requirements of the relevant Code of Practice.

Classification of Dispensations

If it is shown that the Applicant failed to seek the views of any affected party, then any Metering Dispensation agreed may be rendered void. Where the Applicant fails to receive any response from an Affected party, provided the Applicant can prove that it has taken reasonable steps to ensure delivery of notification of its application this shall be sufficient evidence of such notification.

~~Dispensations are classified against a number of criteria. Each Metering Dispensation will have an associated Term ('Temporary' or 'Lifetime') and location ('Site Specific' or 'Generic'). A confidential status may be requested by the Applicant for a Site Specific Metering Dispensation. Modifications to or extensions of existing dispensations should be identified as Updates. The Panel may impose conditions on any dispensations granted.~~

Confidential Applications

~~Under certain circumstances the Applicant may not wish to identify the site location for the Metering Equipment or Metering System in respect of which the Metering Dispensation is sought (e.g. a Power Station which has a limited life). In such cases the Applicant should inform the BSCCo that it wishes to make an application for a Metering Dispensation under such circumstances and the BSCCo will issue a Code Name to be used on the application and on any other supporting documentation. So far as is reasonably practicable in the processing of such an application the identity of the site location for such Metering Equipment or Metering System shall be made known only to the TAA, the BSCCo and any other affected party.~~

~~The Applicant must also identify any information that it does not wish to be recorded in the register and such request will be complied with so far as is reasonably practicable.~~

~~When an application is made under these circumstances, the members of the Panel will be advised that strict confidentiality applies to such application and that any papers and supporting documentation may not be removed from the meeting unless otherwise permitted by the Applicant.~~

Factors Affecting Dispensations

~~The Panel shall, in considering an application, take into account location, accuracy, functionality of the proposed Metering Equipment and such other factors as they may consider appropriate in relation to the requirements of the relevant Code of Practice.~~

~~The requirements in relation to the Boundary Point or Systems Connection Point are set out in the Code. In addition they may, at the Applicant's request, have regard to the compliance of the Metering Equipment or Metering System with any Code of Practice which was effective at the date of procurement or installation of such Metering Equipment or Metering System but compliance with such Code of Practice shall not in itself, constitute a ground for granting a Metering Dispensation.~~

~~If it is shown that the Applicant failed to seek the views of any affected party then any Metering Dispensation agreed may be rendered void. Where the Applicant fails to receive any response from an affected party, provided the Applicant can prove that it has taken reasonable steps to ensure delivery of notification of its application this shall be sufficient evidence of such notification.~~

~~If the Panel believe at any time that relevant circumstances have changed, they may withdraw or amend a Metering Dispensation.~~

If

- (i) a Metering Dispensation is rendered void; or
- (ii) a Metering Dispensation has been agreed for a limited period and such periods have expired; or
- (iii) a Metering Dispensation has been agreed on conditions that certain circumstances will subsist and any of such circumstances shall cease to apply,

then the Applicant may submit a further application in respect of the subject matter of such Metering Dispensation providing that there has not been any change to the Metering Equipment or Metering System since the original application was made. Otherwise, a new application for a Metering Dispensation shall be submitted.

Holders of time limited dispensations should, before the expiry date of the Metering Dispensation, have carried out one of the following actions:

- (i) Withdrawn the Metering Dispensation; or
- (ii) Given written confirmation of compliance to the BSCCo; or
- (iii) Applied for an extension to the Metering Dispensation.

~~Where a time limited Metering Dispensation has expired and none of the above actions has been carried out, the Panel may conclude the metering to be non-compliant and determine that a targeted policing visit should be initiated in accordance with the relevant BSCP.~~

Transfer of Metering Dispensation Ownership

~~Where Metering Dispensations has been previously endorsed and the Registrant associated with the Metering Equipment changes, ownership of any dispensations may be transferred where the Metering Equipment is registered, either for Supplier Volume Allocation or Central Volume Allocation.~~

~~The Panel may instruct the TAA to carryout a targeted visit at anytime.~~

2 Acronyms and Definitions

2.1 List of Acronyms

The following is a list of acronyms used in BSCP32:

BSCP Balancing and Settlement Code Procedure

BSCCo Balancing and Settlement Code Company

CMRS CVA Metering Registration Service

CoP Code of Practice

CT Current Transformer

DMP Defined Metering Point

LDSO Licenced Distribution Systems Operator

SMRA Supplier Meter Registration Agent

SMRS Supplier Meter Registration Service

TAA Technical Assurance Agent

TC Transmission Company

VT Voltage Transformer

WD Working Day

2.2 List of Definitions

~~**Update Metering Dispensation** – A Metering Dispensation application associated with an existing Metering Dispensation where the Metering Equipment has been modified or an extension to a temporary Metering Dispensation.~~

Affected parties For site specific Metering Dispensations, Affected parties may include: customers; TC; LDSO; and, any Party responsible for Aggregation Rules which comprises such Metering Equipment, other than the Registrant.

For site specific Metering Dispensations where the Metering System has not been registered at

the time of application, in addition to the above, Affected parties include all BSC Parties.

For generic Metering Dispensations applications, Affected parties include all Parties.

Appropriate parties

Any person(s) that the Panel considers appropriate for consultation. This may include independent experts.

Defined Metering Point

Defined Metering Point means the physical location at which the overall accuracy requirement as stated in this Code of Practice are to be met. The Defined Metering Points are identified in the Codes of Practice and relate to Boundary Points and System Connection Points.

Other terms are defined in the Code.

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3 Flow diagram

3.1 Application for Metering Dispensation (Specific, Generic) (4.1)

Applicant Affected parties Applicable parties BSCCo. Panel TAA

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3.2 **Withdrawal of a Proposed or Approved Metering Dispensation and Confirmation of Compliance (4.2)**

Applicant. BSCCo. TAA.

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4 Interface and Timetable Information

4.1 Application for Metering Dispensation (Specific, Generic)

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
35.1.1.	At least 20WD prior to Panel meeting considering application. Where appropriate, but before submission of application.	Submit application requesting <u>Notify and seek endorsement from all Affected parties of intention to apply for a Metering Dispensation from relevant Code of Practice.</u>	Applicant.	BSCCoAffected parties ¹ .	BSCP32/4.1, Application for Site Specific Application or BSCP32/4.2, Application for a Generic Application Where appropriate include letter of endorsement from affected parties. Application forms must be signed by an authorised person as registered under BSCP38. Details of site involved and Metering Dispensation being applied for.	Letter/Fax/Fax / Post / Email.
35.1.2.	Within 2WD of 3.1.1 As required.	Check application for validity and completeness and request more information if necessary. Submit application requesting a Metering Dispensation.	BSCCoApplicant.	ApplicantBSCCo.	Request for specific information BSCP32/4.1, Application for Metering Dispensation Where appropriate include letter of endorsement from Affected parties. Application forms must be signed by an authorised person, or include their password and sent from the authorised signatory's mailbox, as registered under BSCP38.	Fax / Post / Email.

¹ Any party affected by the proposed Metering Dispensation. This may include customers; TC; LDSO; and, any Party, other than the Registrant, responsible for Aggregation Rules which comprises such Metering Equipment, or all Parties in the case of applications for Generic Metering Dispensations and/or applications for Metering Dispensations where the Metering System has not been registered at the time of application.

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REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
35.1.3.	Within 4WD <u>5WD</u> of 3.1.2 <u>receipt.</u>	If request for more information received, provide requested information <u>Acknowledge receipt of application.</u> <u>Check application for validity and completeness.</u> <u>Issue Reference Number.</u> <u>Record application and Reference Number in Register.</u>	Applicant <u>BS CCo.</u>	BSCCo <u>Applicant.</u>	Requested information <u>BSCP32/4.1, Application for Metering Dispensation.</u>	Fax / Post / Email.
35.1.4.	Within 4WD <u>5WD</u> of 35.1.2 or 3.1.3, <u>as 3, where appropriate.</u>	Issue Reference Number <u>Record application and Reference Number in Register</u> <u>Where additional information or clarifications are required for determination to be reached, request such information from Applicant.</u>	BSCCo.	<u>Applicant.</u>	BSCP32/4.1, Application for Site Specific Application Or BSCP32/4.2, Application for a Generic Application <u>Request for specific information.</u>	Internal <u>Fax / Post / Email.</u>
35.1.5.	At the same time as 3.1.4 <u>As required.</u>	Acknowledge receipt of application to Applicant <u>Notify TAA</u> <u>Notify appropriate parties and request comments</u> <u>If request for more information received, provide requested information, as agreed between BSCCo and the Applicant.</u>	BSCCo <u>Applicant.</u>	Applicant <u>TAA</u> <u>Appropriate parties</u> <u>BSCCo.</u>	BSCP32/4.1, Application for Site Specific Application or BSCP32/4.2, Application for a Generic Application <u>Requested information.</u>	Fax / Post / <u>Email.</u>
35.1.6.	Within 5WD <u>2WD</u> of 35.1.3 or 5.1.5 <u>(as appropriate).</u>	Return comments on application for Site Specific or Generic Metering Dispensation <u>Notify Appropriate parties and request comments.</u>	Appropriate parties <u>TAABSCCo.</u>	BSCCo <u>Appropriate parties.</u> <u>Affected parties.</u>	<u>BSCP32/4.1, Application for Metering Dispensation.</u> <u>Additional information, as appropriate.</u>	Fax / Post / <u>Email.</u>

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REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
35.1.7.	At least 5WD prior to Panel meeting considering the application. Within 10WD of 5.1.7.	Forward all relevant information and supporting evidence to Panel members. Provide comments.	BSCCoAppropriate parties. Affected parties.	PanelBSCCo.	Panel paper containing either Form BSCP32/4.1 or Form BSCP32/4.2. Requested comments.	LetterFax / Post / Email.
35.1.8.	At least 6WD prior to Panel meeting considering the application.	Panel members consider application and either approve the Metering Dispensation, defer the Metering Dispensation pending more information, or reject the Metering Dispensation. Notify BSCCo of Panel decision. Prepare and submit Panel paper for consideration.	PanelBSCCo.	BSCCoPanel.	Internal Process.	
35.1.9.	Within 3WD ofAt Panel meeting considering application.	Inform Applicant and TAA. Panel consider application and either approve the Metering Dispensation, defer the Metering Dispensation pending more information, or reject the Metering Dispensation. The Panel, in deferring a Metering Dispensation, may seek further consultation, as appropriate. Notify BSCCo of Panel decision.	BSCCoPanel.	TAA, ApplicantBS CCo.	BSCP32/4.4, Notification of Panel Ruling on Metering Dispensation Applicationdecision.	Fax
35.1.10.	Within 10WD3WD of 3.1.9Panel meeting considering application.	Inform BSCCo of intention to comply with ruling. Inform Applicant and TAA of Panel decision.	ApplicantBS CCo.	BSCCoTAA, Applicant.	BSCP32/4.4, Notification of Panel Ruling on Metering Dispensation Application.	Fax / Post / Email.

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Application for Metering Dispensation (Confidential)

REF <u>5.1.11.</u>	WHEN <u>Within 10WD of 5.1.10.</u>	ACTION <u>Acknowledge receipt and agree Panel determination.</u>	FROM <u>Applicant.</u>	TO <u>BSCCo.</u>	INPUT INFORMATION REQUIRED <u>BSCP32/4.4, Notification of Panel Ruling on Metering Dispensation Application.</u>	MEDIUM <u>Fax / Email.</u>
3.2.1	At least 20WD prior to Panel meeting considering application	Submit application requesting a Metering Dispensation	Applicant	BSCCo	BSCP32/4.3, Application for a Confidential Site Specific Metering Dispensation Where appropriate include letter of endorsement from affected parties Application form must be signed by an authorised person as registered under BSCP38.	Letter/Fax
3.2.2	Within 2WD of 3.2.1	Check application for validity and completeness and request more information if necessary	BSCCo	Applicant	Request for specific information	Fax
3.2.3	Within 1WD of 3.2.2	If request for more information received, provide requested information	Applicant	BSCCo	Requested information	Letter/Fax
3.2.4	Within 1WD of 3.2.2 or 3.2.3, as appropriate	Issue Reference Number Record application and Reference Number in register	BSCCo			Internal
3.2.5	At the same time as 3.2.4	Acknowledge receipt of application to Applicant Issue code name to Applicant	BSCCo	Applicant	BSCP32/4.3, Application for a Confidential Site Specific Metering Dispensation	Fax
3.2.6	At the same time as 3.2.4	Using code name, notify TAA Using code name, notify appropriate parties and request comments	BSCCo	TAA Appropriate parties	BSCP32/4.3, Application for a Confidential Site Specific Metering Dispensation	Fax
3.2.7	Within 5WD of 3.2.5	Return comments on application for Confidential Site Specific Metering Dispensation	TAA Appropriate parties	BSCCo	Letter or comments appended to copy of application BSCP32/4.3	Letter / Fax

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3.2.8	At least 5WD prior to Panel meeting considering the application	Forward all relevant information and supporting evidence to Panel members	BSCCo	Panel	Panel paper containing Form BSCP32/4.3	Letter
3.2.9	At Panel meeting	Panel members consider application and either approve the Metering Dispensation, defer the Metering Dispensation pending more information, or reject the Metering Dispensation Notify BSCCo of Panel decision	Panel	BSCCo	Panel decision	
3.2.10	Within 3WD of Panel meeting considering application	Inform Applicant and TAA of Panel decision	BSCCo	TAA, Applicant	BSCP32/4.4, Notification of Panel Ruling on Metering Dispensation Application	Fax
3.2.11	Within 2WD of 3.2.10	Inform all Affected Parties of code name used by Panel in considering the application	Applicant	Affected Parties		Fax
3.2.12	Within 10WD of 3.2.10	Inform BSCCo of intention to comply with ruling	Applicant	BSCCo	BSCP32/4.4, Notification of Panel Ruling on Metering Dispensation Application	Fax

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4.2 Withdrawal of a Proposed or Approved Metering Dispensation and Confirmation of Compliance

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.35.2.1	On or after receipt of Panel decision.	Applicant may apply to withdraw provided it wishes to comply with relevant CoPs and the requirements in relation to the Boundary Point or Systems Connection Point set out in the Code (this may include a site no longer existing in which case the Metering Dispensation should also be withdrawn)	Applicant.	BSCCo.	BSCP32/4.5, Application to Withdraw a Metering Dispensation or Confirmation of Compliance. Application form must be signed by an authorised person as registered under BSCP38.	Fax / Post / Email.
3.35.2.2	Within 2WD of 3.35.2.1.	Log withdrawal in the register and confirm receipt.	BSCCo.	Applicant. TAA.	BSCP32/4.5, Application to Withdraw a Metering Dispensation or Confirmation of Compliance.	Fax / Post / Email.

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5 Appendices

5.1 Application ~~to Transfer Ownership of~~ a Metering Dispensation

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.4.1	Within 2WD of the Existing Registrant becoming aware of a New Registrant	The existing Registrant shall notify the new Registrant of the Metering Dispensation.	Existing Registrant	New Registrant	BSCP32/4.6, Application to Transfer Ownership of an Existing Endorsed Metering Dispensation Application form must be signed by authorised persons as registered under BSCP38.	Letter / Fax
3.4.2	Within 5WD of the receipt of notification in 3.4.1 above	The Applicant completes the application form and submits it to the BSCCo. (If the Metering Dispensation transfer is agreed it may be applicable retrospectively, as agreed with BSCCo.)	Applicant	BSCCo	BSCP32/4.6, Application to Transfer Ownership of an Existing Endorsed Metering Dispensation Application form must be signed by authorised persons as registered under BSCP38.	Letter / Fax
3.4.3	Within 3 WD of receipt of 3.4.2	Update Metering Dispensation register and acknowledge receipt of application.	BSCCo	Applicant	BSCP32/4.6, Application to Transfer Ownership of an Existing Endorsed Metering Dispensation	Letter / Fax
3.4.4	As soon as practicably possible after 3.4.3	Notify Panel of change of ownership of Metering Dispensation	BSCCo	Panel	BSCP32/4.6, Application to Transfer Ownership of an Existing Endorsed Metering Dispensation	Letter

Appendices

Application for a Site Specific Metering Dispensation

~~This~~The form, BSCP32/4.1, should be used by the Applicant when applying for a Metering Dispensation ~~for a specific site from either a Code of Practice, the requirements in relation to the Boundary Point or Systems Connection Point set out in the Code or for BM Unit configuration.~~ It is also used by the BSCCo to acknowledge receipt of the application.

5.2 Notification of Panel Ruling on Metering Dispensation Application

The form, BSCP32/4.4, should be used by the BSCCo to communicate the Panel decision with regard to a particular Metering Dispensation application to the TAA and the Applicant.

Application for a Generic Metering Dispensation

This form, BSCP32/4.~~24~~, should be used by the Applicant when ~~applying for a generic Metering Dispensation from a Code of Practice.~~ It is also used by the BSCCo to acknowledge receipt of the application.

Application for a Confidential Site Specific Metering Dispensation

~~This form, BSCP32/4.3, should be used by the Applicant when applying for a confidential Metering Dispensation from a Code of Practice or the requirements in relation to the Boundary Point or Systems Connection Point set out in the Code. It is also used by the BSCCo when forwarding a confidential application for a Metering Dispensation to~~acknowledging and accepting Panel members.

Notification of Panel Ruling on Metering Dispensation Application

~~This form, BSCP32/4.4, should be used by the BSCCo to communicate the Panel decision with regard to a particular Metering Dispensation application to the TAA and the Applicant~~determination.

5.3 Application to Withdraw a Metering Dispensation or Confirmation of Compliance

~~This~~The form, BSCP32/4.5, should be used by the Applicant when withdrawing a Metering Dispensation which has previously been agreed. Such a withdrawal implies that the Applicant ~~will~~has now ~~meet~~met the requirements of the Code of Practice from

which he previously held a Metering Dispensation. BSCCo will also use the form to acknowledge receipt of the withdrawal both to the Applicant and to the TAA.

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~~Application to Transfer Ownership of an Existing Endorsed Metering Dispensation~~

~~This form, BSCP32/4.6, should be used by the Applicant to change ownership of a Metering Dispensation associated with registered Metering Equipment.~~

5.4 Forms

All the forms for use in this BSCP are shown below.

DRAFT

BSCP32/4.1a

To: ~~BSCCo~~5.5 1 Application for a ~~Site Specific~~ Metering Dispensation

Reference No.:

Company**Part A – Applicant Details**

Name of Applicant Company:

Address:

.....

Contact Name:

Telephone Number:

Name of Other Affected Party: (1)

(2)

Reason for Application

If the application is an extension or update for an existing Metering Dispensation enter existing ref:

To: BSCCo**Date Sent:****From: Requesting Applicant Details**

Name of Sender:

Contact email address:

Technical Details**PLEASE TICK BOX AS APPROPRIATE**

Contact Tel. No.	Metering Dispensation against Code of Practice*:
	Issue of Code of Practice: Contact Fax.
	No.

☐ Metering Dispensation against the requirements in relation to the Boundary Point or Systems Connection Point set out in the Code

☐ Metering Dispensation against BM Unit Configuration

* insert Code of Practice number and issue

Capacity of Metering Circuits/Site Maximum Demand (MW/MVA):

MSID:

Balancing and Settlement Code

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Location of Defined Metering Point:

Name of Applicant Company:

Address:

Post Code:

Our Ref:

Name of Authorised Signatory:

Authorised Signature:

Password:

BSCP32/4.1b1 Application for a Metering Dispensation (Cont.)

Location of Proposed Metering Point,
 if applicable, relative to the Boundary Point or
 Systems Connection Point (e.g. distance
 and position relative to transformer):

Proposed Commissioning Date of Metering:

Required Meter/Measurement
 Transformer Accuracy (class):

Proposed Meter/Measurement
 Transformer Accuracy (class):
 if applicable

Required Outstation Functionality:

Proposed Outstation Functionality:
 if applicable

Accuracy at Defined Metering Point:

Accuracy of Proposed Solution:
 (including loss adjustments)

Other Required:

Other Proposed:

Estimated Costs

(1) If installed in accordance with the relevant CoP
 or Code
 £

(2) Proposed
 Solution
 £

Any Other Information**Part B - Affected party Details**

Number of Affected parties ²

Contact Name at Affected party:	
Contact email address:	
Contact Tel. No.	Contact Tel. No.
Company Name of Affected party:	
Address:	

² For more than one Affected party, Part B should be completed for each, using additional copies of Part B as required.

Post Code: _____

Contact Name at Affected party: _____

Contact email address: _____

Contact Tel. No. _____ Contact Tel. No. _____

Company Name of Affected party: _____

Address: _____

Post Code: _____

Contact Name at Affected party: _____

Contact email address: _____

Contact Tel. No. _____ Contact Tel. No. _____

Company Name of Affected party: _____

Address: _____

Post Code: _____

BSCP32/4.1 Application for a Metering Dispensation (Cont.)**Part C – Reason for Application**

If the application is an extension or update for an existing Metering Dispensation, enter existing ref: D/.....

Site Specific / Generic*

*Delete as applicable.

Reason:

Site Details (if not generic)

<u>Site Name:</u>	
<u>Site Address:</u>	
<u>MSID(s):</u>	
<u>Registered in: CMRS / SMRS*:</u>	
<u>*Delete as applicable.</u>	
<u>For SMRS, please advise of SMRA in space provided.</u>	

Manufacturer Details (if not site specific)

<u>Manufacturer Name:</u>	
<u>Metering Equipment Details:</u>	

BSCP32/4.1 Application for a Metering Dispensation (Cont.)**Part D - Technical Details****Code of Practice details**

<u>Metering Dispensation against Code of Practice*</u>	
<u>Issue of Code of Practice*:</u>	
<u>Capacity of Metering Circuits/Site Maximum Demand (MW/MVA):</u>	
<u>(Proposed) Commissioning Date of Metering:</u>	
<u>Accuracy at Defined Metering Point:</u>	
<u>Accuracy of Proposed Solution (including loss adjustments):</u>	
<u>Outstanding non-compliances on Metering Systems:</u>	
<u>Deviations from the Code of Practice (reference to appropriate clause):</u>	

* insert Code of Practice number and issue

Any Other Technical Information

--

Materiality

<u>(1) If installed in accordance with the relevant CoP</u> <u>£</u>	<u>(2) Proposed Solution</u> <u>£</u>
---	--

Declaration

We declare that other than as set out above we are in all other respects, in compliance with the requirements of the relevant Code of Practice and the BSC. A schematic is attached to this application for clarification of the metering points involved.

Signature: Date:

Password:

Duly authorised for and on behalf of Applicant Company

Confirmation of Receipt and Reference

The BSCCo acknowledges receipt of this document and has assigned the reference number as indicated on the first page.

Signature: Date:

Duly authorised for and on behalf of the BSCCo

5.6 BSCP32/4.2a

To: ~~BSCCo~~

Application for a Generic Metering Dispensation

Reference No.:

BSCP32/4.2 is no longer used and is intentionally left blank

Company Details

Name of Applicant Company:

Address:

.....

.....

Contact Name:

Telephone Number:

5.7 BSCP32/4.3

BSCP32/4.3 is no longer used and is intentionally left blank

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Name BSCP32/4.4 Notification of Other Affected Party: (1)
 (2).....

5.8 Reason for Panel Ruling on Metering Dispensation Application

.....

.....

.....

.....

.....

Technical Details

Reference No.:

From: Balancing and Settlement Code Company

To: Applicant Company:

Address:

Contact Name:

Telephone Number:

Cc: TAA

Metering Dispensation against Code of Practice: Issue of Code of
 Practicenumber:

Capacity of Metering Circuits/Site Maximum Demand (MW/MVA):

List of all MSIDs:

Proposed Final Commissioning Date of Metering:

Your application to the Panel with regard to the above Metering Dispensation from Code of Practice
 was considered at the Panel meeting of and the Panel have:

Agreed to the application*

Dismissed the application*

Referred the application for more information*

** delete as applicable*

Other information

.....

.....

.....

.....

.....

Signature: *Date:*
Duly authorised for and on behalf of the Panel

The above Metering Dispensation and any conditions have been accepted by the Applicant Company.

Signature: *Date:*
Duly authorised for and on behalf of the Applicant Company

BSCP32/4.2b

**5.9 ~~Manufacturer of~~ Application to Withdraw a Metering Equipment:—
Dispensation, or to Confirm Compliance with respect to a Metering
Dispensation that has been Previously Accepted**

*Required Meter/Measurement**Transformer Accuracy (class):**Proposed Meter/Measurement**Transformer Accuracy (class):**if applicable**Required Outstation Functionality:**Proposed Outstation Functionality:**if applicable***Estimated Costs**

(1) If installed in accordance with the relevant CoP

£

(2) Proposed
Solution

£

Any Other InformationTo: BSCCoCc: TAA

Reference No.:

Company Details*Name of Registrant:**Address:**Contact Name:**Telephone Number:***Declaration**

We declare that other than as set out above we are in all other respects, in compliance with the requirements of the relevant Code of Practice and the BSC.

Signature: *Date:***Balancing and Settlement Code****Page 36 of 42****30/06****07/07/2004**

~~Password:~~

~~Duly authorised for and on behalf of Applicant Company~~

~~Confirmation of Receipt and Reference~~

~~The BSCCo acknowledges receipt of this document and has assigned the reference number as indicated on the first page.~~

~~Signature:~~

~~Date:~~

~~Duly authorised for and on behalf of the BSCCo~~

DRAFT

BSCP32/4.3aTo: ~~BSCCo~~**Application for a Confidential Site Specific Metering Dispensation**

Reference No.:

Company Details

Name of Applicant Company:

Address:

.....

.....

Contact Name:

Telephone Number:

Name of Other Affected Party: (1)

(2)

Reason for Application

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

Technical Details**PLEASE TICK BOX AS APPROPRIATE**☐

Metering Dispensation against Code of Practice*: Issue of Code of Practice:

☐

Metering Dispensation against the requirements in relation to the Boundary Point or Systems Connection Point set out in the Code

* insert Code of Practice number and issue

Code name for MSID:

Capacity of Metering Circuits/Site Maximum Demand (MW/MVA):

MSID:

Location of Defined Metering Point:

.....

BSCP32/4.3b

Location of Proposed Metering Point,
 if applicable, relative to the Boundary
 Point or Systems Connection Point
 (e.g. distance and position
 relative to transformer):

Proposed Commissioning Date of Metering:

Required Meter/Measurement
 Transformer Accuracy (class):

Proposed Meter/Measurement
 Transformer Accuracy (class):
 if applicable

Required Outstation Functionality:

Proposed Outstation Functionality:
 if applicable

Accuracy at Defined Metering Point:

Accuracy of Proposed Solution:
 (including loss adjustments)

Other Required:

Other Proposed:

Estimated Costs

(1) If installed in accordance with the relevant CoP
 or Code
 £

(2) Proposed
 Solution
 £

Any Other Information

.....

Declaration

We declare that other than as set out above we are in all other respects, in compliance with the requirements of the relevant Code of Practice and the BSC. A schematic is attached to this application for clarification of the metering points involved.

Signature: Date:

Password:

Duly authorised for and on behalf of Applicant Company

Confirmation of Receipt and Reference

The BSCCo acknowledges receipt of this document and has assigned the reference number as indicated on the first page.

Signature: Date:

Duly authorised for and on behalf of the BSCCo

BSCP32/4.4**Notification of Panel Ruling on Metering Dispensation Application**

Reference No.:

From: ~~Balancing and Settlement Code Company~~To: ~~Applicant Company:~~~~Address:~~~~Contact Name:~~~~Telephone Number:~~

Cc: TAA

Metering Dispensation number: _____

~~Your application to the Panel with regard to the above Metering Dispensation from Code of Practice _____ or the requirements in relation to the Boundary Point or Systems Connection Point set out in the Code or the BM Unit configuration was considered at the Panel meeting of _____ and the Panel have:~~

~~Agreed to the application*~~~~Dismissed the application*~~~~Referred the application for more information*~~~~* delete as applicable~~**Other information**

Signature: _____ Date: _____

Duly authorised for and on behalf of the Panel

The above Metering Dispensation and any conditions have been accepted by the Applicant Company.

Signature: _____ Date: _____

Duly authorised for and on behalf of the Applicant Company

BSCP32/4.5To: ~~BSCCo~~Cc: ~~TAA~~**Application to Withdraw a Metering Dispensation, or to Confirm Compliance with respect to a Metering Dispensation that has been Previously Accepted**

Reference No.:

Company Details

Name of Applicant Company:

Address:

.....

.....

Contact Name:

Telephone Number:

Declaration

The above named Applicant/Registrant wishes to inform the Panel that, in respect of the above Metering Dispensation, it now intends to comply fully with the requirements of Code of Practice _____ and ~~the requirements in relation to the Boundary Point or Systems Connection Point set out in the BSC and~~ therefore wishes to withdraw either:

a) its acceptance of Panel ruling at the Panel meeting of _____ as notified on _____ and the related ref _____;

or

b) its application for a Metering Dispensation, reference _____.

Signature:

Date:

Password:

Duly authorised for and on behalf of Applicant Company/Registrant.

The above Metering Dispensation withdrawal has been received by the BSCCo.

Signature:

Date:

Duly authorised for and on behalf of BSCCo

5.10 BSCP32/4.6To: ~~BSCCo~~Cc: ~~TAA~~**~~Application to Transfer Ownership of an Existing Endorsed Metering Dispensation~~**

Reference No.:

~~Existing Metering Dispensation Holder Company Details~~~~Name of Applicant Company:~~~~Address:~~~~Contact Name:~~~~Telephone Number:~~~~I agree to transfer the ownership of the previously endorsed Metering Dispensation, Reference Number, to the party detailed below.~~~~Signature:~~ ~~Date:~~~~Password:~~**~~New Metering Dispensation Holder Company Details~~**~~Name of Applicant Company:~~~~Address:~~~~Contact Name:~~~~Telephone Number:~~~~I agree to take ownership of the previously endorsed Metering Dispensation as detailed above.~~~~Signature:~~ ~~Date:~~~~Password:~~

The above Metering Dispensation transfer has been received by the BSCCo.

Signature: Date:

Duly authorised for and on behalf of BSCCo **BSCP32/4.6 is no longer used and is intentionally left blank**