

Balancing and Settlement Code

BSC Procedure

Supplier Requirements for MHHS Metering Systems

BSCP709

Version 0.2

Date: DD MM YYYY

BSCP709 relating to
Supplier Requirements for MHHS Metering Systems

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 709, [Version 0.2](#) relating to Supplier Requirements for MHHS Metering Systems.
3. This BSC Procedure is effective from DD MM YYYY.
4. This BSC Procedure has been approved by the BSC Panel or its relevant delegated Panel Committee(s).

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Amendment Record

| Version | Date | Description of Change | Changes Included | Mods/Panel/Committee Refs. |
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| 0.1 | 08/11/2023 | First consolidated draft | CoS Reads + LTV | |
| <u>0.2</u> | <u>16/01/2023</u> | <u>Following consultation</u> | <u>Full Supplier BR scope</u> | |

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1 Introduction

1.1 Purpose and Scope of the Procedure

This BSC Procedure defines the requirements and processes for Suppliers under Market-wide Half Hourly Settlement. It sets out the general requirements that a Supplier shall follow as well as specific requirements on Change of Supplier (CoS), change of Data Service, change of [Agents](#), and requirements relating to the Transfer of Meter Readings and Agreed Meter Readings.

It describes the key interfaces and timetables for accessing Industry Standing Data (ISD), appointing Data Services, receiving and providing Meter Readings on a CoS events and detail of the processes around Long Term Vacant Sites (LTV).

The purpose of this BSC Procedure is to ensure that the appropriate Agents are appointed and data is provided in an orderly and timely manner.

1.2 Main Users of Procedure and their Responsibilities

This BSCP should be used by Suppliers. The SVAA will be managing the Industry Standing Data in addition to performing the Supplier Volume Allocation (SVA) role, and therefore SVAA is the Industry Standing Data Manager (ISDM).

1.3 Use of the Procedure

Suppliers shall use this BSCP to understand the requirements and processes to be followed for Migrated Metering Systems under Market-wide Half Hourly Settlement.

1.4 Balancing and Settlement Code Provision

This BSCP has been produced in accordance with the provisions of the Balancing and Settlement Code (the Code), and in particular the provisions of Section S 'Supplier Volume Allocation'.

1.5 Associated BSC Procedures

- BSCP550 Shared SVA Meter Arrangements
- BSCP700 Unmetered Supplies Data Service
- BSCP701 Smart Data Service
- BSCP702 Advanced Data Service
- BSCP703 BSC Central Services for MHHS Metering Systems
- BSCP704 Unmetered Supplies Operations for MHHS Metering Systems
- BSCP705 Licensed Distribution for MHHS Metering Systems
- BSCP706 Supplier Meter Registration Service for MHHS Metering Systems
- BSCP707 Changes to Industry Standing Data
- BSCP708 Migration of Metering Systems to and from the MHHS Arrangements

1.6 Acronyms and Definitions

1.6.1 Acronyms

The acronyms used in this BSC Procedure are defined as follows:

| | |
|-------|--|
| ADS | Advanced Data Service |
| BSC | Balancing and Settlement Code |
| BSCCo | Balancing and Settlement Code Company |
| BSCP | BSC Procedure |
| CMRS | Central Meter Registration Service |
| CoSeg | Change of Segment |
| CoS | Change of Supplier |
| CT | Current Transformer |
| DS | Data Service |
| DCE | Demand Control Event |
| DIP | Data Integration Platform |
| DTN | Data Transfer Network |
| DUoS | Distribution Use of System |
| EMDS | Energy Market Data Specification |
| GSP | Grid Supply Point |
| HH | Half Hourly |
| Id | Identifier |
| IHD | In Home Display |
| ISD | Industry Standing Data |
| ISDM | Industry Standing Data Manager |
| kWh | Kilowatt hour |
| LDSO | Licensed Distribution System Operator ¹ |
| LLF | Line Loss Factor |
| MAR | Meter Advance Reconciliation |
| MDS | Market Wide Data Service |
| MPID | Market Participant Id |
| MS | Metering System |
| MSID | Metering System Identifier |
| MTD | Meter Technical Details |

¹ LDSOs will include Independent LDSOs.

| | |
|---------|---|
| NETSO | National Electricity Transmission System Operator as the holder of the Transmission Licence and any reference to "NETSO", "NGESO", "National Grid Company" or "NGC" in the Code or any Subsidiary Document shall have the same meaning. |
| REC | Retail Energy Code |
| Ref | Reference |
| SDS | Smart Data Service |
| SFIC | Systems Fault Information Centre |
| SMDR | Smart Meter Data Retriever |
| SMRS | Supplier Meter Registration Service |
| SNAC | Supplier Nominated Annual Consumption |
| SSC | Standard Settlement Configuration |
| SSD | Supply Start Date |
| SVA | Supplier Volume Allocation |
| SVAA | Supplier Volume Allocation Agent |
| SVA MOA | SVA Meter Operator Agent |
| UMS | Unmetered Supplies |
| UMSDS | Unmetered Supplies Data Service |
| UTC | Co-ordinated Universal Time |
| VT | Voltage Transformer |
| WD | Working Day |
| Wh | Watt hour |

1.6.2 Definitions

Full definitions of the above acronyms are, where appropriate, included in the Balancing and Settlement Code.

2 Responsibilities of the Supplier

2.1 General requirements

The Supplier shall, where possible, build in the ability to configure the settlement period duration during their solution design, in order to support any future move to a different settlement period duration [BR-SU-121]

The Supplier shall obtain Industry Standing Data (ISD) update notifications via the appropriate interface, and if required take necessary steps to obtain refreshed ISD data, maintain their records accordingly and reference/ utilise ISD as appropriate as part of the service delivery. [BR-SU-123]

The Supplier shall utilise Industry Standing Data to identify the relevant Data Integration Platform (DIP) ID/Role or DTN Market Participant ID (MPID)/Role, as appropriate, to be used when communicating over the DIP/DTN. [BR-SU-123.1]

The Supplier shall derive and populate the DIP addressing (primary recipients) for all outbound interfaces in line with the rules described in the [EMDS](#). [BR-SU-123.2]

The Supplier shall process data and share outputs with other parties in line with timescales set out in [section 3 of this BSCP](#). [BR-SU-124]

The Supplier shall undergo qualification in order to realise operational access to the DIP [BR-SU-125]

The Supplier shall obtain DIP error messages in line with the End to End Solution Architecture Document, review the impacted data and re-issue corrected messages/transactions as required [BR-SU-126]

The Supplier shall return DIP error messages in line with the End to End Solution Architecture. Unexpected and/or un-processable messages shall be returned to the DIP/ originating party [BR-SU-127]

The Supplier, when transacting via the DIP, shall ensure that they implement monitoring so as to identify where expected responses are not received within standard DIP SLAs, as outlined in the DIP Rules, so that the appropriate investigative/ resolution activity can be undertaken. [BR-SU-128]

The Supplier shall have familiarity with and actively monitor any DIP tools for tracking messages, as outlined in the End to End Solution Architecture, so that the necessary investigative action can be taken when required. [BR-SU-129]

[The](#) Supplier shall notify faulty equipment it identifies to the ADS and receive updates via the appropriate interfaces as outlined in ~~the relevant~~ [BSCP702](#). [BR-SU-132]

[The](#) Supplier shall receive notification of any faulty equipment from the SDS via a D0001 or bilaterally agreed interface as outlined in ~~the relevant~~ [BSCP701](#). For Smart and Traditional meters the Supplier will take the lead investigating faults.

The Supplier will be responsible for notifying the Data Service if they require data to be resubmitted as a result of a fault. [BR-SU-133]

The Supplier shall notify any faulty equipment for the UMSDS to investigate via an agreed communication method, as outlined in ~~the relevant~~ BSCP700. [BR-SU-134]

The Supplier shall send Notification of Customer Details to the Data Service via the appropriate interface on any change of occupancy [BR-SU-135]

~~Supplier shall send Priority Service Details to the Data Service via the appropriate interface on any update to the Priority Service Register. [BR-SU-136]~~

Some MHHS processes require the continued use of DTC flows, Services shall ensure that if they plan to service customer types that utilise these processes then a mechanism will be required for transmitting/receiving DTC flows. [BR-SU-137]

The Supplier shall implement data validation steps and techniques as appropriate to ensure the most accurate and efficient delivery of the service [BR-SU-138]

The Supplier shall maintain and update their records with data received on interfaces to ensure the most accurate and efficient delivery of the service. [BR-SU-140]

2.2 Change of Supplier Requirements

The Supplier shall be able to obtain registration details via the appropriate interface on the DIP and maintain records accordingly. [BR-SU-001]

The Supplier shall appoint an appropriate Data Service and Metering Service for the Supply Start date, in line with the Change of Agent processes. In the case of Related MSIDs, the Supplier only needs to appoint Services for the Primary MSID. The Secondary MSIDs will have the same Metering Service and Data Service automatically appointed. In the case of linked Import/Export MSIDs: [BR-SU-002]

1. The Supplier only needs to appoint a Metering Service for the Import MSID. The Export MSID will have the same Metering Service automatically appointed.
2. The Supplier shall, in the case of a Smart segment meter, appoint a Smart Data Service for the Export MSID
3. The Supplier only needs to appoint an Advanced Data Service or UMS Data Service for the Import MSID. The Export MSID will have the same ADS or UMSDS automatically appointed.

The Supplier shall be able to obtain registration details via the appropriate interface on the DIP and maintain records accordingly [BR-SU-004]

2.3 Change of Data Service Requirements

The Supplier shall determine when it requires to appoint a new Data Service as part of a Change of Supplier, New Connection, Change of Market Segment or Change of Data Service process. [BR-SU-019]

The Supplier shall publish a new Data Service appointment request using the appropriate interface on the DIP [BR-SU-020]

The Supplier shall check that the request is in line with the validation rules outlined in the appropriate interface specification [BR-SU-021]

The Supplier shall obtain initial Data Service rejected appointments from ~~the Registration Service~~ SMRS via the appropriate DIP interface, maintain records accordingly and re-issue Data Service appointment request as appropriate [BR-SU-022]

The Supplier shall obtain initial Data Service accepted appointments from ~~the Registration Service~~ SMRS via the appropriate DIP interface and maintain records accordingly [BR-SU-023]

The Supplier shall obtain ~~Registration Service~~ SMRS Appointment Status Notification updates, with Prospective Data Service accepted appointments, via the appropriate interface on the DIP and maintain records accordingly [BR-SU-024]

The Supplier shall obtain ~~Registration Service~~ SMRS Appointment Status Notification updates, with Prospective Data Service lapsed/rejected appointments, via the appropriate interface on the DIP, maintain records accordingly and re-issue a new Data Service appointment request as appropriate [BR-SU-025]

The Supplier shall obtain Data Service de-appointment notifications via the appropriate interface on the DIP and maintain records accordingly [BR-SU-026]

The Supplier shall obtain ~~Registration Service~~ SMRS Notification of Service Appointment & Supporting Info via the appropriate interface on the DIP and update registration and metering details. For the avoidance of doubt this is the message that indicates that a Data Service appointment will/has taken effect. [BR-SU-027]

The Supplier shall obtain de-appointment notifications for any Secondary Related MSIDs and/or linked Export MSIDs, sent from ~~the Registration Service~~ SMRS on the DIP, via the appropriate interface and maintain records accordingly. [BR-SU-028]

The Supplier shall obtain appointment notifications for any Secondary Related MSIDs and/or linked Export MSIDs, sent from ~~the Registration Service~~ SMRS on the DIP, via the appropriate interface and maintain records accordingly. [BR-SU-029]

The Supplier shall obtain Customer Direct Contract response via the appropriate interface on the DIP and maintain records accordingly. Supplier shall utilise this information in future requests for Data Service appointments for the notified MSIDs. [BR-SU-030]

2.4 Change of existing ~~Service provider~~ Agent details Requirements

The Supplier shall determine when it needs to vary the conditions of an existing ~~Service Provider~~ Agent appointment, for example to change the contract code or change the Meter Data Retriever (MDR) (SDS only). [BR-SU-031]

The Supplier shall publish a Supplier ~~Service Agent~~ Appointment Request for a proposed Agent amendment via the appropriate interface on the DIP. [BR-SU-032]

The Supplier shall obtain ~~Registration Service~~ SMRS Response to Supplier Service Appointment Requests, with rejected appointments, via the appropriate DIP interface, maintain records accordingly and re-issue the ~~Service Provider~~ Agent Appointment Amendment request as appropriate [BR-SU-033]

The Supplier shall obtain ~~Registration Service~~SMRS Response to Supplier Service Appointment Requests, with accepted appointments, via the appropriate interface on the DIP and maintain records accordingly [BR-SU-034]

The Supplier shall obtain ~~Registration Service~~SMRS Appointment Status Notification updates, with ~~Service Provider Agent~~ accepted amended appointments, via the appropriate interface on the DIP and maintain records accordingly. This confirms that the ~~Service Provider Agent~~ amendment has been successfully completed. [BR-SU-035]

The Supplier shall obtain ~~Registration Service~~SMRS Appointment Status Notification updates, including SDS initiated change of SMDR updates, via the appropriate interface on the DIP and maintain records accordingly. [BR-SU-035.1]

The Supplier shall obtain ~~Registration Service~~SMRS Appointment Status Notification updates, with ~~Service Provider Agent~~ rejected amended appointments, via the appropriate interface on the DIP, maintain records accordingly and re-issue a new ~~Service Provider Agent~~ appointment amendment request as appropriate. [BR-SU-036]

2.5 Transfer of Meter Reads Requirements

The Incoming Supplier shall, for Smart meters and following a successful Change of Supplier or Change of Data Service, attempt to download the cumulative and register reads from the Smart meter and maintain records accordingly. [BR-SU-141]

The Outgoing Supplier shall be able to obtain cumulative and register reads, where provided, sent by the outgoing Data Service on the DIP, via the appropriate interface, and compare against reads downloaded from the meter. Where the data matches within an acceptable tolerance, Supplier can use the data ~~for billing. If there is a significant mismatch Supplier can initiate the Agreed Read process.~~ [BR-SU-142]

The Outgoing Supplier shall, where no register reads have been downloaded from the meter or received from the outgoing Data Service, estimate closing register reads using internal estimation processes. [BR-SU-143]

The Outgoing Supplier shall validate any estimated closing register reads against the cumulative read provided by Outgoing Data Service. Where the data matches, within an acceptable tolerance, Supplier can use the data ~~for final billing. If there is a significant mismatch Supplier can initiate the Agreed Read process.~~ [BR-SU-144]

The Outgoing Supplier shall send Smart register reads to the Incoming Supplier via the appropriate interface. [BR-SU-145]

The Incoming Supplier shall be able to obtain cumulative and, where provided, register reads, sent by the outgoing Data Service on the DIP via the appropriate interface, and compare against reads down-loaded from the meter and/or received from the incoming Data Service/ outgoing Supplier. [BR-SU-146]

The Supplier shall be able to obtain cumulative and, where provided, register reads sent by the incoming Data Service on the DIP via the appropriate interface, and compare against reads down-loaded from the meter and/or received from the outgoing Data Service/ outgoing Supplier. [BR-SU-147]

The Incoming Supplier shall, where provided by the outgoing Supplier, be able to receive Smart register reads via the appropriate interface, and compare against reads down-loaded from the meter and/or received from the outgoing Data Service/incoming Data Service. [BR-SU-148]

The Incoming Supplier shall reconfigure the Smart meter when required and initiate the Transfer of Meter Readings process as set out in section 2.5. [BR-SU-150]

The Incoming Supplier shall be able to receive Customer Own Transfer Reads and validate them using their internal validation processes [BR-SU-151]

The Incoming Supplier shall, for traditional meters, send validated Customer Own Transfer Reads to the outgoing Supplier via the appropriate interface [BR-SU-152]

The Incoming Supplier shall, for traditional meters, receive Customer Own Transfer Reads from the outgoing Supplier via the appropriate interface [BR-SU-152.1]

The Incoming Supplier shall, for traditional meters, send accepted Customer Own Transfer Reads to the incoming Data Service via the appropriate interface [BR-SU-152.2]

The Outgoing Supplier shall, for traditional meters, receive Customer Own Transfer Reads from the incoming Supplier via the appropriate interface, validate the reads and send a response to the incoming Supplier via the appropriate interface. [BR-SU-153]

The Outgoing Supplier shall, for traditional meters, send validated Customer Own Transfer Reads to the outgoing Data Service via the appropriate interface. [BR-SU-154]

The Supplier shall, for traditional meters, be able to receive estimated register reads from the Data Service, validate the reads and maintain records accordingly. Where the reads provided are not in line with the Suppliers expectation they should initiate the Agreed Reads process. ~~Accepted reads should be used for the Suppliers opening/closing billing as required.~~ [BR-SU-155]

2.6 Agreed Reads Requirements

The Supplier shall, where there is a missing transfer read or there is an issue with a transfer read received, provide a suggested transfer read to the other Supplier via the appropriate interface [BR-SU-158]

The Supplier shall receive proposed transfer reads via the appropriate interface and validate that the read is acceptable [BR-SU-159]

The Supplier shall provide a response to the proposed read request via the appropriate interface. [BR-SU-160]

The Incoming Supplier shall notify the incoming Data Service of accepted Agreed Reads via the appropriate interface. [BR-SU-161]

The Outgoing Supplier shall where accepted notify the outgoing Data Service of the Agreed Read via the appropriate interface. [BR-SU-162]

2.7 Data Collection Requirements

The Supplier shall be able to receive a notification from Advanced Data Service of a failure to obtain a meter reading via the appropriate interface. [BR-SU-037]

The Supplier shall be able to receive and process a notification from Data Service to investigate a potentially faulty metering system via the appropriate interface and action as required in line with the existing fault process. [BR-SU-038]

The Supplier shall be able to receive a notification from Smart Data Service of a failure to obtain a meter reading via the appropriate interface. [BR-SU-039]

The Supplier shall send Supplier sourced register reading(s) for Traditional and Advanced meters (where required) to the Data Service via D0010. [BR-SU-040]

The Supplier shall publish Supplier sourced cumulative readings for Smart and, where required, Advanced Metering Systems to the Data Service via IF-041. [BR-SU-041]

The Supplier shall publish a Supplier Advisory Notification via the appropriate interface on the DIP where the Supplier receives an alert of vacant site, no comms, remote disconnection or reconnection. Notifications can be removed by Suppliers re-sending the Notification with a revised Expiry Date (for the same Event Type-MSID combination). [BR-SU-042]

2.8 Data Processing Requirements

The Supplier shall obtain Load Shape Data via the appropriate interfaces on the DIP or via static data published to a publically accessible URI. [BR-SU-043]

The Supplier shall obtain validated UTC Period Level Consumption Data, sent by the Data Service, on the DIP using the appropriate interface and use as appropriate. Supplier shall be aware that Data Service will provide improved estimates/ actual data on receipt of consumption data, meter reads or updated MTDs. [BR-SU-044]

The Supplier shall obtain validated UTC Period Level Reactive Data, sent by the Data Service via IF-021, on the DIP using the appropriate interface and use as appropriate. The Supplier shall be aware that Data Service will provide improved estimates/ actual data on receipt of consumption data, meter reads or updated MTDs. [BR-SU-045]

The Supplier shall obtain Notification of Defaulted UTC Settlement Period Consumption Data provided by Central Settlements via the appropriate interface on the DIP and maintain records accordingly. The Supplier ~~could~~ may choose to use the characteristics data to derive and validate the load shape used for the default consumption values. In the case of Advanced/UMS segments it shall be noted that the GSP Group ID will not be required to determine the load shape. [BR-SU-045.1]

The Supplier shall obtain UTC Settlement Period Consumption Data Rejections, sent by Central Settlements on the DIP, via the appropriate interface and maintain records accordingly [BR-SU-045.2]

The Supplier ~~shall~~ should, where required, use consumption data received from the Data Service to reconcile data received from BSC Central Systems. [BR-SU-046]

The Supplier shall obtain and process cumulative meter reads, sent by the Data Service (Smart and Advanced meters only), on the DIP, via the appropriate interface [BR-SU-047.1]

The Supplier shall be able to receive register readings for Traditional Meters sent by the Data Service via the appropriate interface [BR-SU-047]

2.9 Annual Consumption Requirements

The Supplier shall obtain the Annual Consumption, Annual Consumption Quality and Annual Consumption Effective From Date, sent by Market-wide Data Service (MDS) on the DIP, via the appropriate interface, maintain records accordingly and use in Suppliers internal processes as required. [BR-AC-008]

The Supplier shall identify circumstances where it may be more appropriate for the Data Service to utilise a Supplier Nominated Annual Consumption (SNAC) rather than the Annual Consumption provided by the MDS (e.g. following a change of tenancy).

The Supplier shall determine any SNAC period of theft, meter faults, vacant sites [BR-AC-011] value, using the best information available so as to ensure the SNAC is as reflective of the customers anticipated consumption as possible. [BR-AC-012]

The Supplier shall, where required, publish the SNAC on the DIP, using the appropriate interface. [BR-AC-013]

2.10 New Connection Requirements

Where a new Connection is required for a Whole Current Connection Type, the Supplier ~~will need to~~ shall specify the anticipated Market Segment ~~required~~ for the new MSID in anticipation of the metering to be installed. [BR-SU-048.1]

The Supplier shall be able to obtain registration details for an Initial Registration via the appropriate interface on the DIP and maintain records accordingly [BR-SU-049]

2.11 Disconnection Requirements

The Supplier shall obtain ~~Service Provider~~ Agent de-appointment notifications via the appropriate interface on the DIP and maintain records accordingly [BR-SU-059]

2.12 Change of Registration Data Requirements

The Supplier shall obtain MPL address/ GSP Group ID updates via the appropriate interface on the DIP and maintain records accordingly. Supplier shall consider if there are any impacts on ~~Service Provider~~ Agent appointments. [BR-SU-075]

The Supplier shall obtain domestic premise indicator updates via the appropriate interface on the DIP and maintain records accordingly. Supplier shall consider if there is any impact on the Consent Granularity Indicator. [BR-SU-077]

The Supplier shall be able to publish Consent Granularity Indicator updates on the DIP via the appropriate interface, following customer notification of a change in consent,

review following domestic premise indicator update or installation of a new Smart meter. [BR-SU-078]

The Supplier shall obtain Consent Granularity Indicator updates via the appropriate interface on the DIP and action as appropriate. [BR-SU-079]

The Supplier shall be able to obtain DUoS Tariff ID updates via the appropriate interface on the DIP [BR-SU-080]

The Supplier shall be able to obtain Related MSID updates via the appropriate interface on the DIP and maintain records accordingly [BR-SU-083]

The Supplier shall be able to obtain Energy Direction updates via the appropriate interface on the DIP and maintain records accordingly [BR-SU-086]

The Supplier shall be able to obtain Metered Status updates via the appropriate interface on the DIP and maintain records accordingly [BR-SU-089]

~~Supplier shall, where changes to In House Display (IHD) details are identified, publish an IHD update to Registration Service via the appropriate interface on the DIP [BR-SU-090]~~

~~Supplier shall obtain IHD updates from Registration Service via the appropriate interface on the DIP and maintain records accordingly [BR-SU-091]~~

The Supplier shall, where changes to Smart Metering System Operator (SMSO) are identified, publish an SMSO update to ~~Registration Service~~SMRS via the appropriate interface on the DIP [BR-SU-092]

The Supplier shall obtain SMSO updates from ~~Registration Service~~SMRS via the appropriate interface on the DIP and maintain records accordingly [BR-SU-093]

The Supplier shall, where changes to Import/Export linkages are required, publish an Import/ Export linkage update to ~~Registration Service~~SMRS via the appropriate interface on the DIP. [BR-SU-094]

The Supplier shall be able to obtain Import/Export linkage updates via the appropriate interface on the DIP and maintain records accordingly [BR-SU-096]

The Supplier shall, where changes to legacy data items (Profile Class/SSC) are identified, publish a legacy data update to ~~Registration Service~~SMRS via the appropriate interface on the DIP [BR-SU-096.1]

The Supplier shall obtain legacy data item (Profile Class/SSC) updates from ~~Registration Service~~SMRS via the appropriate interface on the DIP and maintain records accordingly [BR-SU-096.2]

The Supplier shall be able to obtain DCC enrolment updates via the appropriate interface on the DIP and maintain records accordingly [BR-SU-096.3]

2.13 Change of Connection Type/Market Segment Requirements

The Supplier shall, where it identifies that new ~~Service Provider~~Agents are needed, trigger Service Appointments using the Change of Metering Service and Change of Data Service processes, with a scenario of "SEG". [BR-SU-102]

The Supplier shall work closely with all parties involved to ensure that the Target Date will be achieved. If Supplier is informed that the date has had to be moved Supplier shall re-submit any Service Appointments for the new Target Date [BR-SU-103]

The Supplier shall obtain Connection Type updates from ~~the Registration Service~~SMRS via the appropriate interface on the DIP and maintain records accordingly. Supplier shall monitor for these updates after the agreed target work date and liaise with LDSO to ensure a prompt update. [BR-SU-104]

The Supplier shall obtain Market Segment updates from ~~the Registration Service~~SMRS via the appropriate interface on the DIP and maintain records accordingly. Supplier shall monitor for these updates after the agreed target work date and liaise with Metering Service/LDSO, as appropriate, to ensure a prompt update. [BR-SU-105]

2.14 Registration Monitoring and Notification Requirements

The Supplier shall obtain de-appointment notifications for any Secondary Related MSIDs and/or linked Export MSIDs, sent from ~~the Registration Service~~SMRS (following MSID alignment monitoring) on the DIP, via the appropriate interface and maintain records accordingly. Supplier shall expect to receive automatic notification of the correct ~~Service Provider~~Agent. [BR-SU-106]

The Supplier shall obtain appointment notifications for any Secondary Related MSIDs and/or linked Export MSIDs, sent from ~~the Registration Service~~SMRS (following MSID alignment monitoring) on the DIP, via the appropriate interface and maintain records accordingly. [BR-SU-107]

The Supplier shall obtain Missing ~~Service Provider~~Agent Advisory notifications, sent from ~~the Registration Service~~SMRS on the DIP, via the appropriate interface and investigate why no ~~Service Provider~~Agent has been appointed. If necessary Supplier shall trigger a new ~~Service Provider~~Agent appointment. [BR-SU-108]

The Supplier shall obtain Invalid Market Segment Advisory notifications, sent from ~~the Registration Service~~SMRS on the DIP, via the appropriate interface. Supplier shall investigate with the Metering Service and/or LDSO to agree the necessary action to resolve the mismatch of Connection Type to Meter Type combination. [BR-SU-109]

The Supplier shall obtain Inconsistent Consent Advisory notifications, sent from ~~the Registration Service~~SMRS on the DIP, via the appropriate interface and update the Domestic Indicator or Consent Granularity as appropriate. [BR-SU-110]

2.15 Consumption Amendment Requirements

The Supplier shall identify when an Override Read is required where it identifies that the consumption issued to settlement is incorrect, but can be amended pre RF by

issuing a replacement meter read (e.g. following a period of meter faults, vacant sites). [BR-SU-111]

The Supplier shall determine the Override Read using the best information available so as to ensure the resulting consumption is as reflective of the customers anticipated consumption as possible [BR-SU-112]

The Supplier shall publish Override Reads to the Data Service and LDSO via the appropriate interface on the DIP [BR-SU-113]

The Supplier shall identify when a Consumption Amendment is required where it identifies that the consumption issued to settlement is incorrect and cannot be amended by issuing a replacement meter read (e.g. Theft). [BR-SU-114]

The Supplier shall determine the gross Consumption Amendment required and period impacted, using the best information available, so as to ensure the resulting consumption is as reflective of the customers anticipated consumption as possible [BR-SU-115]

The Supplier shall issue a Dispute, where a Consumption Amendment is required post RF and the materiality is greater than the Dispute criteria. Where it is post RF and the materiality is less than the Dispute criteria no further action can be taken by the Supplier. [BR-SU-116]

The Supplier shall check that the Consumption Amendment is over the minimum materiality criteria for any pre-RF amendments. If it is less than the minimum materiality criteria, no further action can be taken by the Supplier. [BR-SU-117]

The Supplier shall publish Consumption Amendments to the Data Service on the DIP via the appropriate interface [BR-SU-118]

The Supplier shall obtain Consumption Amendment rejections, sent by the Data Service on the DIP, via the appropriate interface and action as appropriate. If the amendment cannot be applied because it has failed the Maximum Permissible Value threshold, then Supplier ~~could~~ shall consider raising a Dispute. [BR-SU-119]

The Supplier shall obtain accepted Consumption Amendments with Consumption and Reactive data (where appropriate), sent by the Data Service on the DIP, via the appropriate interface and maintain records accordingly. [BR-SU-120]

2.16 Off Peak Declaration Requirements

The Supplier shall, where required (i.e. where a customer has not consented to share UTC Settlement Period Consumption data), for switched load tariff (e.g. Economy 7/ Economy 10) sites, with a Smart Meter, calculate the Off-peak Declaration proportion based on the configurable register readings for a given day. [BR-SU-163]

-Where readings are not available the Supplier shall provide an estimate based on historical consumption, or if none available, using their best reasonable estimate. Suppliers shall provide an updated Off-peak Declaration if better data is received prior to the Final Settlement Run. [BR-SU-163]

| The Supplier shall, where required for switched load tariff (e.g. Economy 7/ Economy 10) sites, with a Smart Meter, publish a Supplier Advisory Notification via the appropriate interface on the DIP notifying the Off-peak Declaration proportion for each Settlement Day. Notifications shall be provided within D+3 days. [BR-SU-164]

| The Supplier shall, where required for switched load tariff (eg. Economy 7/ Economy 10) sites, maintain records of the basis for their Off-peak declaration for each day, for audit purposes. [BR-SU-165]

3 Interface and Timetable Information

3.1 Industry Standing Data Activities

| REF | WHEN | ACTION | FROM | TO | INFORMATION REQUIRED | METHOD |
|--|--|--|----------|----------|--|---|
| 3.1.1 [BP004 Step 136] [MHHS-BR- DS-139] | | Receive notification of ISD Update | ISD | Supplier | IF/PUB-047 Notification of the Publication of a Downloadable Asset | DIP Interface |
| 3.1.2 [BP004 Step135] [MHHS-BR- DS-069] | Following 3.1.1 | Access ISD data using Distribution Delivery URI | Supplier | ISD | Distribution Delivery URI | |
| 3.1.3 [BP004 Step132] | Following 3.1.2 | Validate and Store ISD Data | Supplier | | Internal Process | |
| 3.1.4 | If data not readable and / or incomplete. | Send notification and await receipt of ISD data flows. | Supplier | ISDM | P0035 Invalid Data. | Electronic or other method, as agreed. |
| 3.1.5 | Following 3.1.3 | Ensure all ISD affecting the accuracy of Settlement is accurately entered and used in performing its functions. ² | Supplier | | | Internal Process. |

² The Supplier must utilise Industry Standing Data to identify the relevant DIP ID/Role or Market Message Market Participant ID/Role, as appropriate, to be used when communicating over the DIP/DTN. [MHHS-BR-DS-139.1]

| REF | WHEN | ACTION | FROM | TO | INFORMATION REQUIRED | METHOD |
|------------------------------|---|--------------------------------------|----------|----------|--|---|
| 3.1.6 [BP004 Step 136] | After ISD re-publish. | Receive notification of ISD Update | ISD | Supplier | IF/PUB-047 Notification of the Publication of a Downloadable Asset | DIP Interface |
| 3.1.7 | | Accesses revised ISD data. | ISDM | Supplier | Distribution Delivery URI | Electronic or other method, as agreed. |
| 3.1.8 | As soon as possible after data in correct format. | Update relevant database or records. | Supplier | | | Internal Process. |

3.2 Registration Activities.

3.2.1 Appointment of a Data Service

| REF. | WHEN | ACTION | FROM | TO | INFORMATION REQUIRED | METHOD |
|--------------------|--|--|----------|----------------------------------|---|------------------|
| 3.1.1 [Step 20] | As required | Send Initial Appointment Request. The Supplier shall ensure the chosen Data Service is correct based on Connection Type and meter type. | Supplier | SMRS | IF/PUB-031 Supplier Appointment Request Effective From Date, for appointments, must be between 1-28 days in the future | DIP Interface |
| 3.1.2 [Step 45] | Within 1 hour of 3.1.1, where Initial Appointment is rejected. | Send notification that Initial Appointment has been rejected. | SMRS | Supplier | IF/PUB-032 Supplier Appointment Request Response | DIP Interface |
| 3.1.3 [Step 55] | As soon as reasonably practicable following receipt of the notification referenced in 3.1.2. | Manage rejection of Initial Appointment Request Once resolved initiate new Appointment and restart process from step 3.1.1. | Supplier | | | Internal Process |
| 3.1.4 [Step 45] | Within 1 hour of 3.1.1, where Initial Appointment is accepted. | Send notification that the Initial Appointment has been accepted. | SMRS | Supplier | IF/PUB-032 Supplier Appointment Request Response | DIP Interface |
| 3.1.5 [Step 90] | Within 1 hour of response from Agent notifying that Appointment is rejected | Notify Appointment rejection | SMRS | Supplier New Data Service | IF/PUB-035 Appointment Status Notification | DIP Interface |
| 3.1.6 [Step 95] | As soon as reasonably practicable following receipt of the notification in 3.1.5. | Manage rejection of Appointment Once resolved initiate new Appointment and restart process from step 3.1.1. | Supplier | | | Internal Process |

| | | | | | | |
|---------------------------------------|---|--|------------------|---|---|----------------------------------|
| [Step 85 & 90] | Within 1 hour of response from Agent notifying that Appointment is accepted | Publish Appointment details | SMRS | Supplier, New Data Service And SVA MOA | IF/PUB-035 Appointment Status Notification | DIP Interface |
| 3.1.7 [Step 250 or 255 & 90] | Following 3.1.6 and Secured Active notification from the ERDS. | Publish notification of Appointment and Meter Technical Details And Publish Data Service de-appointment notification | SMRS | Import and Export Suppliers LDSO SVA MOA Old Data Service | IF/PUB-036 Notification of Appointment IF/PUB-037 Notification of Service De-Appointment | DIP Interface |
| 3.1.8 [Step 120] | Within 1 hour following Notification of successful De-Appointment | Send Cumulative Reading and any relevant Register Readings | Old Data Service | New Data Service, Supplier | IF/PUB-041 Smart/Advanced Readings; or D0010 Meter Readings for a Traditional Meter | DIP Interface DTN Message |

3.3 Change of Supplier Readings – Smart Meters

| REF | WHEN | ACTION | FROM | TO | INFORMATION REQUIRED | METHOD |
|---|--|---|---|--|---|------------------|
| 3.3.1 [Steps 35, 45, 55 60] | On SSD | Attempt Meter read | New Supplier New Data Service Old Data Service Old Supplier | | Midnight UTC reads for Total Cumulative and all active Time of Use Settlement Registers, from the Daily Read Logs | Internal Process |
| 3.3.2 [Step 100] | Within 5 WD of SSD if actual data recovered | Send actual midnight UTC readings for cumulative and time-of-use settlement registers. | Old Data Service | New Supplier New Data Service Old Supplier | IF-041/PUB-041 Smart / Advanced Readings | DIP Interface |
| 3.3.3 [Steps 105 & 110] | Within 5WD of SSD if no data recovered from Smart Meter, or Smart Meter is known non-communicating | Send estimated midnight UTC readings for cumulative and time-of-use settlement registers. See BSCP701 for details. | Old Data Service | New Supplier New Data Service Old Supplier | IF-041/PUB-041 Smart / Advanced Readings | DIP Interface |
| 3.3.4 [Step 65] | By SSD+5WD, where Old Supplier has obtained actual readings, directly and from Old Data Service | Validate reads. If the data is valid then issue actual register level readings to New Supplier. Otherwise commence D0300 process as detailed in the REC. | Old Supplier | New Supplier | D0010 Meter Readings | DTN Message |

| REF | WHEN | ACTION | FROM | TO | INFORMATION REQUIRED | METHOD |
|--------------------------------|---|--|---------------------|-----------------|--|------------------|
| 3.3.5 [Step 70 & 75] | By SSD+5WD, where Old Supplier has not obtained actual readings directly but has received estimates/actuals from Old Data Service | Issue register level readings to New Supplier, generating estimates where required | Old Supplier | New Supplier | D0010 Meter Readings | DTN Message |
| 3.3.6 [Step 130& 131] | By SSD+5WD | Validate Actuals/Estimates received from Old Data Service against any data retrieved directly from the Meter and publish cumulative register read | New Data Service | New Supplier | IF-041/PUB-041 Smart / Advanced Readings | DIP Interface |
| 3.3.7 [Step 160] | By 2 WD after readings received from Old Supplier and New Data Service | Validate readings received using data from Old Data Service, New Data Service, Old Supplier and directly from the Meter. If the data is inconsistent then commence D0300 process as detailed in the REC. | New Supplier | | | Internal Process |

3.4 Change of Supplier Reads – Traditional Meters with Customer Own Read

| REF | WHEN | ACTION | FROM | TO | INFORMATION REQUIRED | METHOD |
|------------------------------------|---|---|------------------|--------------------------------------|----------------------|-------------|
| 3.4.1 [Step 190] | By SSD+5WD | Where New Supplier chooses to use a Customer Own Read (COR), send to Old Supplier. COR read shall be taken between SSD-5 and SSD+5 and shall be deemed to have been taken on SSD | New Supplier | Old Supplier | D0010 Meter Readings | DTN Message |
| 3.4.2 [Step 220 & 230] | On receipt of D0010 from New Supplier, within 2WD | Validate reading based on meter read history. If valid, share with New Supplier and Old Data Service. Otherwise, advise New Supplier only. | Old Supplier | New Supplier Old Data Service | D0010 Meter Readings | DTN Message |
| 3.4.3 [Step 195] | On receipt of D0010 from Old Supplier, within 2WD | Forward reading (marked as valid by Old Supplier) to new Data Service to initiate data collection activities as per BSCP 701 | New Supplier | New Data Service | D0010 Meter Readings | DTN Message |
| 3.4.4 [Step 220] | Following 3.4.2 at SSD + 6WD where reading is invalid | Continue as 3.5.1 | Old Data Service | | | |

3.5 Change of Supplier Reads – Traditional Meters with no Customer Own Read

| REF | WHEN | ACTION | FROM | TO | INFORMATION REQUIRED | METHOD |
|------------------------|--|---|------------------|--------------------------------------|----------------------|------------------|
| 3.5.1 [Step 270] | 5WD after SSD, if no customer read received | Generate closing read estimates, as per BSCP701, for settlement registers and share with Supplier and New Data Service. If a customer read (for SSD) is received after estimation has started, this must be used to commence data processing activities. | Old Data Service | New Data Service Old Supplier | D0010 Meter Readings | DTN Message |
| 3.5.2 [Step 280] | 2WD after 3.5.1 | Validate estimated readings. If invalid commence D0300 process as defined in the REC. | Old Supplier | | | Internal Process |
| 3.5.3 [Step 290] | On receipt of D0010 from Old Data Service, by SSD+5WD | Forward estimates to New Supplier and Commence data collection activities as per BSCP701 | New Data Service | New Supplier | D0010 Meter Readings | DTN Message |
| 3.5.4 [Step 300] | On receipt of D0010 from New Data Service, if no customer read (for SSD) received by SSD+5WD | Validate estimated readings. If invalid commence D0300 process as defined in the REC. | New Supplier | | | Internal Process |

Change of Supplier Reads for 'opted out' Advanced Meters where access to HH data is not consented should follow the same process as in section 3.5

3.6 Identification and Management of Long Term Vacant Sites

| REF | WHEN | ACTION | FROM | TO | INFORMATION REQUIRED | METHOD |
|-------|---|---|--------------------------|----------------------------------|---|--|
| 3.6.1 | Following receipt of second D0004 from Data Service | Identification of site as Long Term Vacant in accordance with Appendix 4.1.1. Establish start date for the Long Term Vacant period in accordance with 4.1.2. | Supplier | | Appendix 4.1.1 – Identification of a site as Long Term Vacant | Internal Process. |
| 3.6.2 | On request by LDSO | Send details of Long Term Vacant Sites | Supplier | LDSO | P0221 ‘Notification of Long Term Vacant Site’ | As agreed between Supplier and LDSO |
| 3.6.3 | Following 3.6.1 | Send notification of zero consumption where the Effective From Date shall be the start date for the period of Long Term Vacant treatment. Optional - Send reading obtained through entry via a warrant if appropriate with a read date of the Effective From Date of the zero EAC. | Supplier Supplier | Data Service Data Service | IF-024 – Supplier Advisory Notification to Data Service Event Code: SN-Vacant D0010 | DIP Interface Electronic or other method as agreed. |
| 3.6.4 | Following 3.6.3 | Send zero consumption | Data Service | Supplier MDS | PUB-021 - UTC Settlement Period Consumption Data | DIP Interface |

| REF | WHEN | ACTION | FROM | TO | INFORMATION REQUIRED | METHOD |
|-------|---|--|----------|----|---|--------|
| 3.6.5 | No later than 215 calendar days from identification or last confirmation of site as LTV | Confirm that site remains Long Term Vacant in accordance with Appendix 4.1.3 | Supplier | | Appendix 4.1.3 – Confirmation that the Site remains Long Term Vacant. | |

3.7 Identification of Sites that no longer qualify for Long Term Vacant Treatment

| REF | WHEN | ACTION | FROM | TO | INFORMATION REQUIRED | METHOD |
|-------|---|---|--------------------------|----------------------------------|---|--|
| 3.7.1 | As appropriate | Supplier identifies that site no longer qualifies for Long Term Vacant treatment in accordance with appendix 4.1.4. Establish end date for the Long Term Vacant period in accordance with appendix 4.1.5 | Supplier | | Appendix 4.1.4 - Identification that a site no Longer Qualifies for Long Term Vacant Treatment. Appendix 4.1.5 - End Date for the Long Term Vacant Period. | Internal Process |
| 3.7.2 | If Supplier has a Meter Reading for end of LTV Period | Send Cumulative Meter Reading | Supplier Supplier | Data Service Data Service | IF-041/PUB-041 – Smart/Advanced Readings D0010 – Meter Readings | DIP Interface Electronic or other method, as agreed |
| 3.7.3 | If Supplier has no Meter Reading | If Supplier has no Meter reading to send, send Non-zero value | Supplier | Data Service | IF-024/PUB-024 – Supplier Advisory Notification to Data Service Event Code: SN-SupplierAC | DIP Interface |
| 3.7.4 | Following 3.7.3 | Send non-zero data | Data Service | Supplier MDS | PUB-021 – UTC Settlement Period Consumption Data | DIP Interface |

3.8 Consumption Amendment/Override Reads

This process applies for Supplier-Initiated [Pre-RF] Consumption Amendments and Override Reads only.

| REF. | WHEN | ACTION | FROM | TO | INFORMATION REQUIRED | METHOD |
|---------------------|---|--|--------------|---------------------------|---|---------------------------------|
| 3.8.1 [step 41] | Supplier identifies that an Override Read or Consumption Amendment [as per BSCP X] is required. | Supplier identifies the Gross Volume and the Period the Consumption Amendment/Override Read relates to. | Supplier | | | Internal process |
| 3.8.2 [step 20] | If consumption is post-RF and the Consumption Amendment meets the Trading Disputes Criteria | Raise Dispute request | Supplier | BSCCo | As per BSCP11 | See BSCP11 |
| 3.8.3 [step 50] | If consumption is pre-RF and the Consumption Amendment meets an Agreed Minimum threshold, or for override reads | Issue Consumption Amendment Request Or Issue Override Reads | Supplier | Data Service | IF-027/PUB-027 Supplier Consumption Amendment Request IF-041/PUB-041 Smart/Advanced Readings | DIP interface |
| 3.8.4 [step 100] | If MSID ownership validation fails OR If MPV validation fails | Issue Consumption Amendment rejection | Data Service | Supplier | IF-028/PUB-028 Supplier Consumption Amendment Request Response | DIP interface |
| 3.8.5 [step 110] | On receipt of Consumption Amendment rejection | Issue revised Consumption Amendment request (Go to 3.5.4) OR Start BSC Disputes Process (BSCP11) | Supplier | Data Service BSCCo | IF-027/PUB-027 Supplier Consumption Amendment Request <u>As defined in BSCP11</u> | DIP interface TBC |

| REF. | WHEN | ACTION | FROM | TO | INFORMATION REQUIRED | METHOD |
|---------------------|--|---|---------------------|---|--|---------------|
| 3.8.6 [step 120] | On successful MPV validation | Submit Validated Consumption Amendments | Data Service | Supplier BSC Central Systems LDSO | IF-021/PUB-021 UTC Settlement Period Consumption Data | DIP interface |
| 3.8.7 [step 210] | If Validated Consumption Amendments are rejected | Issue rejection notification | BSC Central Systems | Supplier Data Service LDSO | IF-014/PUB-014 Rejected – UTC Settlement Period Consumption Data | DIP interface |

4 Appendices

4.1 Identification and Management of Long Term Vacant Sites

4.1.1 Criteria for identifying site as Long Term Vacant

A Supplier may identify a site as Long Term Vacant if it meets all of the following four criteria:

1. The site is energised according to the Supplier Meter Registration Service (SMRS).
2. The Supplier:
 - has received from the Data Service at least two D0004 'Notification of Failure to Obtain a Reading' data flows, which are at least 75 calendar days apart and not more than 215 calendar days apart, with the J0024 'Site Visit Check Code' data item populated with code 02 'Site not Occupied';
 - and has not received any D0004s with the J0024 data item populated with anything other than:
 - 02 'Site Not Occupied'
 - 18 'Unsafe Premise'
 - 19 'Call not made on routine visit'
 - 20 'No Access'
 - 28 'Unable to gain access due to insufficient address details'

in the interim; and

- has not received any Meter register readings for that Metering System in the interim.
3. The Supplier has made proactive attempts to identify the owner of the property to obtain a Meter reading; proactive attempts could include contacting bodies such as estate agents, letting agents, councils or the land registry to find out who the owner is. If the Supplier supplies both gas and electricity, check to see if the same issues are occurring for the gas supply.

When an owner is identified, attempts must then be made to contact them and obtain a reading. The Supplier may have its own way of meeting this criterion.

4. If the owner is already known, the Supplier must make attempts to contact them to arrange a Meter Reading. The Supplier must keep auditable records showing that all criteria have been met when identifying a site as Long Term Vacant.

If all the above criteria have been met, but the Supplier has evidence of consumption on the Metering System, the site must not be identified as Long Term Vacant.

4.1.2 Start Date for the Long Term Vacant Period

The Supplier shall identify the start date for the Long Term Vacant period (and its associated zero consumption) as the earlier of the following:

1. The date in the J0016 'Reading Date and Time' data item in the first D0004 received with the J0024 data item populated with code 02 ; or
2. Where a Customer has closed an account, the last consumption date for that Customer provided that:
 - a) This is no more than 215 calendar days before the date of the first D0004 with the J0024 data item populated with the 02 code;
 - b) No D0004s with the J0024 data item populated with anything other than the 02 code have been received between the Customer's last consumption date and the date of the first D0004 with J0024 data item populated with code 02 or 20;
 - c) No Meter register readings for that Metering System have been received between the Customer's last consumption date and the date of the first D0004 with J0024 data item populated with code 02 or 20; and
 - d) a Meter register reading is received for the Customer's last consumption date.

4.1.3 Confirmation that the Site remains Long Term Vacant

Where a Supplier has identified a site as Long Term Vacant and has instructed their Data Service to enter a zero value into Settlement, the Supplier must confirm that all the following criteria have been met to continue treating the site as Long Term Vacant:

1. The Supplier must receive a D0004 from the Data Service with the J0024 data item populated with the 02 code at least once every 215 calendar days for the Metering System; and
2. Has not received any D0004s with the J0024 populated with anything other than:
 - 02 'Site Not Occupied'
 - 18 'Unsafe Premise'
 - 19 'Call not made on routine visit'
 - 20 'No Access'
 - 28 'Unable to gain access due to insufficient address details' in the interim; and
3. The Supplier must not have received any Meter register readings for that Metering System in the interim; and
4. At least once every 215 calendar days, the Supplier must make further proactive attempts to identify the owner of the property in order to obtain a Meter Reading or, if the owner is known, then the Supplier must continue to attempt to contact them to arrange a Meter Reading. Auditable records must be kept for all attempts to obtain a Meter Reading.

4.1.4 Identification that a site no Longer Qualifies as Long Term Vacant

A site will no longer qualify as Long Term Vacant if any of the following occur:

1. It has been longer than 215 calendar days since the Supplier has received a D0004 from the Data Service with the code 02 in the J0024 data item; or
2. The Supplier has not made any proactive attempts to try to find out who the owner of the property is and to obtain a Meter reading (examples of which are provided above) in the 215 calendar day period from the receipt of a D0004; or
3. The Supplier has received a D0004 with the J0024 data item populated with a code other than 02,18, 19, 20 or 28; or
4. The Supplier is aware of consumption on site, including where the Supplier has found or been informed of the owner of the site and has been able to obtain a Meter reading. This would include where a change of tenancy event had occurred.

If any of the above occur, the Supplier must no longer treat the site as Long Term Vacant and must notify the Data Service to enter a non-zero consumption into Settlement for the site in accordance with section 3.7.

In addition, the site should no longer qualify for Long Term Vacant treatment if the Supplier has an actual Meter reading. In this scenario, the Supplier should not have to inform the Data Service that the site no longer qualifies for Long Term Vacant treatment as this would have either been identified by the Data Service and the Data Service would have already processed the meter reading accordingly.

4.1.5 End Date for the Long Term Vacant Period.

If the Supplier identifies that the site no longer qualifies for Long Term Vacant treatment it should determine the end date of the Long Term Vacant period as follows:

1. Where there has been a change of tenancy, then the date of the change of tenancy should be used as the end date for the Long Term Vacant period;
2. Where a Meter reading has been obtained, the day before the date of the Meter reading should be used as the end date for the Long Term Vacant period.
3. Where no Meter reading has been obtained (i.e. the Supplier has received a D0004 with the J0024 data item populated with something other than 02) then the date of the last D0004 with the J0024 data item populated with '02' should be used as the end date for the Long Term Vacant period.
4. Where the Supplier has not attempted to read the Meter or make proactive attempts to find out the owner of the premises and obtain entry to take a Meter reading, then the date of the D0004 with the J0024 data item populated with 02 received the last time that the Supplier had made attempts to read the Meter and make proactive attempts to find out the owner of the premises would be used as the end date for the Long Term Vacant period.

If the Supplier does not have a Meter reading for the end of the Long Term Vacant period then the Effective From date for the non-zero consumption would be the day after the end date of the Long Term Vacant period.