

Market Process for New QH Metered Connection

1. Introduction

1.1 Scope

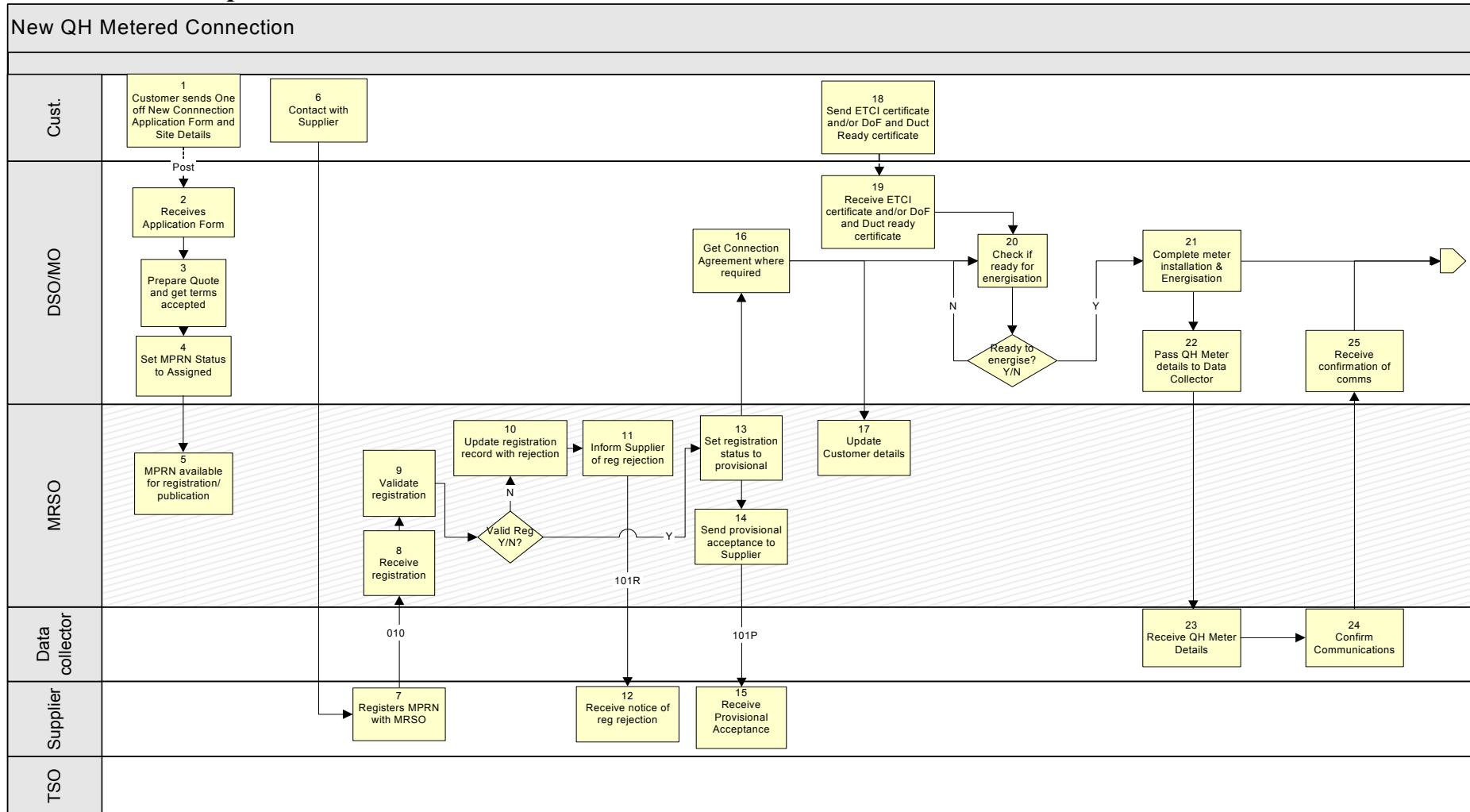
This procedure describes the process for the new connection of a QH meter point to the ESB Distribution system. It applies to all metered new connections for meter points where QH metering is to be installed according to CER guidelines and that are not export sites.

1.2 History of Changes

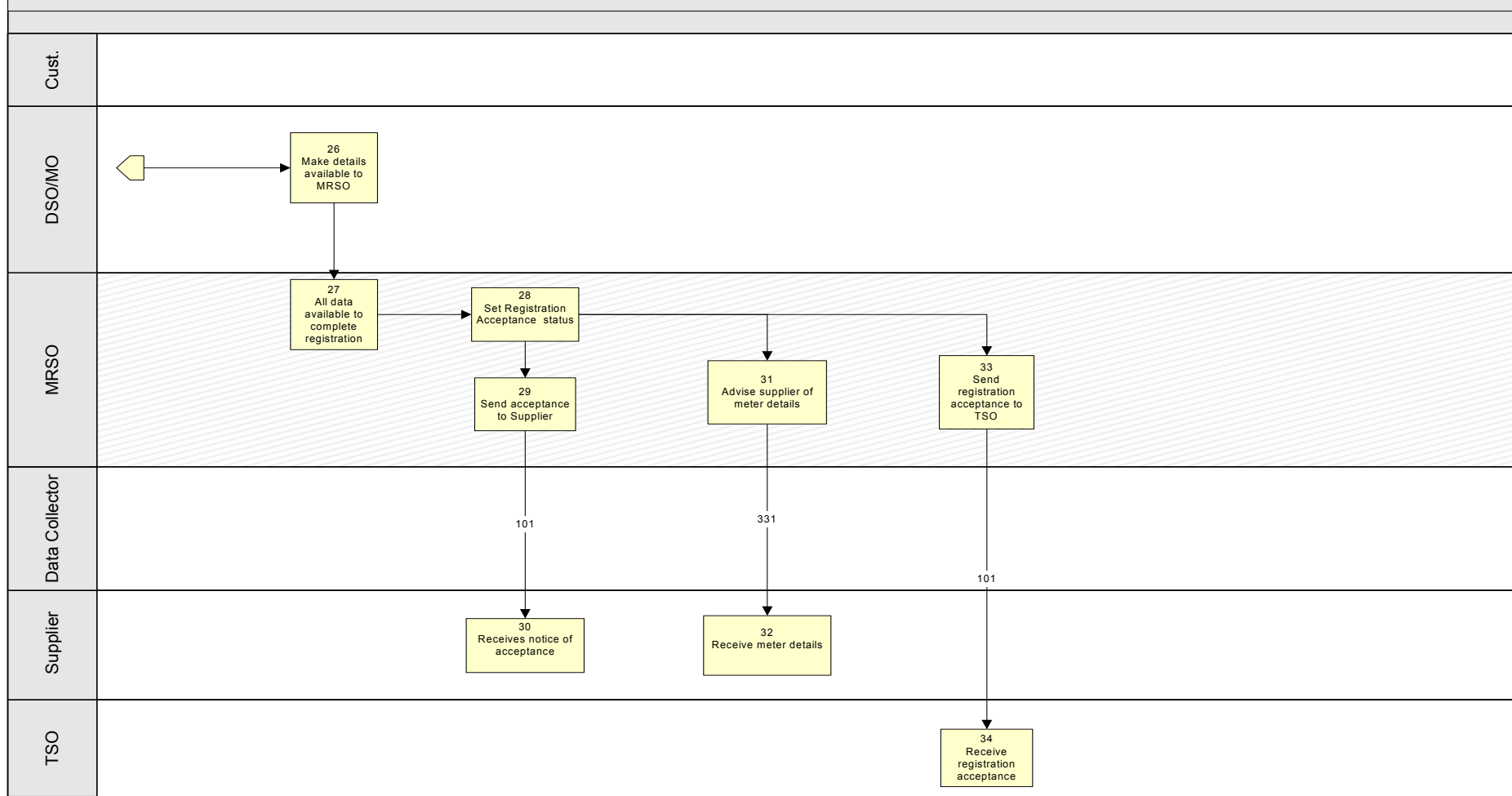
This Procedure includes the following changes

Source of Change	Description of Change
235	Changes to provisional acceptance criteria for change of legal entity
B37	Message 010 is used for all registrations
	Removal of 103 flow to New Supplier to inform of delay in processing due to need for additional information
	<i>Further Changes since version 3.1</i>
MIG September 3rd	Standardisation on use of QH/NQH terminology
	<i>Updates arising from Supplier clarification</i>
Written Supplier Clarifications 2	Text in box 15 updated to include 'provisional'
Written Supplier Clarifications 5	Updated text on page 6, 7 to Provisionally accepted rather than registration
Written Supplier Clarifications 3	Updated section on MPRN assignment (Page 4)
	No changes applied since version 4.0 DRAFT

2. Process Map



New QH Metered Connection



2.1 Process Description

Step	Role	Action	Interface
Step 2, 3, 4	DSO/MO	<p>Upon receipt of an application from the customer, DSO will prepare and issue a quotation to the customer. The MPRN for the new meter point will be issued to the customer with the quotation. In the case of multi-site developments the developer will be issued with a list of the MPRNs.</p> <p>The status of the MPRN will be set to assigned once the following criteria have been met:</p> <ul style="list-style-type: none"> • The quotation must have been accepted and capital contribution paid • The customer must have accepted the terms of connection and returned a signed Connection Agreement (over 100 kVA)/Acceptance of Offer (under 100 kVA) <p>As soon as the MPRN has reached the status of ‘Assigned’ registrations will be accepted by MRSO for that MPRN.</p>	
Step 5	MRSO	MRSO will record the newly assigned MPRN	
Step 7	Supplier	<p>The Supplier provides a registration application, completed in accordance with the applicable rules (See step 9), to MRSO.</p> <p>The Supplier is responsible for the validity of all information provided for the purposes of registering a Meter Point.</p>	010 to MRSO
Step 8, 9 Step 10, 11, 12	MRSO	<p>MRSO will validate the registration in accordance with the applicable validation rules and advise the Supplier of the outcome.</p> <p><u>Rejection</u></p> <p>Failure of the following validations will cause the registration to be rejected.</p> <ul style="list-style-type: none"> • The Supplier must have provided all mandatory information • The MPRN must have been assigned and is not terminated • The Supplier Id is a valid one and the Supplier has a UoS agreement. • The Supplier must be entitled to register a Meter Point under the legislation and in accordance with the Trading and Settlement Code. 	

Step	Role	Action	Interface
Step 13, 14, 15		<ul style="list-style-type: none"> The Supplier warrants that a supply agreement exists with the customer at the Meter Point being registered. The Supplier must provide a sub-aggregation code that is valid for the Supplier and for the Settlement Class <p>If registration is rejected the Supplier is informed of the rejection with the reasons.</p> <p><u>Referral to DSO prior to rejection</u></p> <p>Failure of the following validation will cause the registration to be rejected unless the DSO approves the new information:</p> <ul style="list-style-type: none"> Meter Point Address advised by Supplier is materially inconsistent with Meter Point Address known to MRSO. DSO may accept or reject the new address submitted by the Supplier. <p><u>Provisional Acceptance</u></p> <p>Failure of the following validations will cause the registration to be provisionally accepted, unless rejected above, pending approval by the DSO.</p> <ul style="list-style-type: none"> The Meter Point is not energised. The registration will become effective when the Meter Point is energised. The MIC is equal to or exceeds 100 kVA and there is no Connection Agreement in place or there is a change of customer name or registered company number or change of tenancy. In this case the DSO must confirm the existence of a Connection Agreement before the registration is accepted. <p>It will be an exception for a registration not to be provisionally accepted as the Meter Point cannot be energised without a Supplier for QH Metered New Connections.</p> <p>If the registration is provisionally accepted the Supplier will be informed of the provisional acceptance, with reasons, together with Meter Point status and characteristics known to MRSO at the time.</p> <p>A registration received prior to energisation that is provisionally accepted will supersede any previous registration. The Supplier of any previously accepted registration will be informed.</p>	101R to Supplier
			101P to Supplier 101R to previous Supplier
Step 16	DSO/MO	Where a registration has been provisionally accepted pending receipt of a Connection Agreement (in cases where MIC is	

Step	Role	Action	Interface
Step 18, 19, 20, 21		<p>equal to or exceeds 100 kVA) DSO will signal the existence of a Connection Agreement to MRSO.</p> <p>The customer will be responsible for the provision of a wiring certificate, Declaration of fitness and Duct ready certificate to DSO where required.</p> <p>DSO will arrange for the energisation of the Meter Point in accordance with the metering requirements specified and applicable metering codes, practices and standards. This will occur when the following conditions are true:</p> <ul style="list-style-type: none"> • All payment required has been received • A Connection Agreement must be in place • All certs required (wiring certificate/ Declaration of fitness etc) have been received • A Provisional Supplier registration is in place 	
Step 23, 24	Data Collector	Upon receipt of the meter details Data Collector will be responsible for confirming the existence and operation of communications at the new QH metered site to DSO	
Step 26	DSO/MO	At energisation, and once communications have been verified, DSO makes the meter details and the Meter Point status available to MRSO and completes the Meter Point characteristics	
Step 27, 31, 32 Step 29, 30, 33, 34	MRSO	<p>MRSO will confirm that all data required for registration is available</p> <p>The meter details will be sent to the Supplier</p> <p><u>Energisation with registration</u></p> <p>If a Meter Point has been energised and there is a registration for which all other conditions for final acceptance are met, then the registration is confirmed and the Supplier and TSO will be informed of the final acceptance.</p> <p><u>Late Energisation Notifications</u></p>	<p>331 to Supplier</p> <p>101 to Supplier/TSO</p>

Step	Role	Action	Interface
		<p>Where energisation is not notified to MRSO within five days of the energisation date then, when energisation is identified:</p> <ul style="list-style-type: none"> ▪ a registration acceptance, backdated to the energisation date, will be sent to the provisionally accepted Supplier <p><u>No Energisation</u></p> <p>Should a Meter Point have a provisionally accepted Supplier registration for sixty working days and that Meter Point has not been energised, MRSO will issue a report to the Supplier and the DSO.</p>	