

# 1. Introduction

## 1.1 Scope

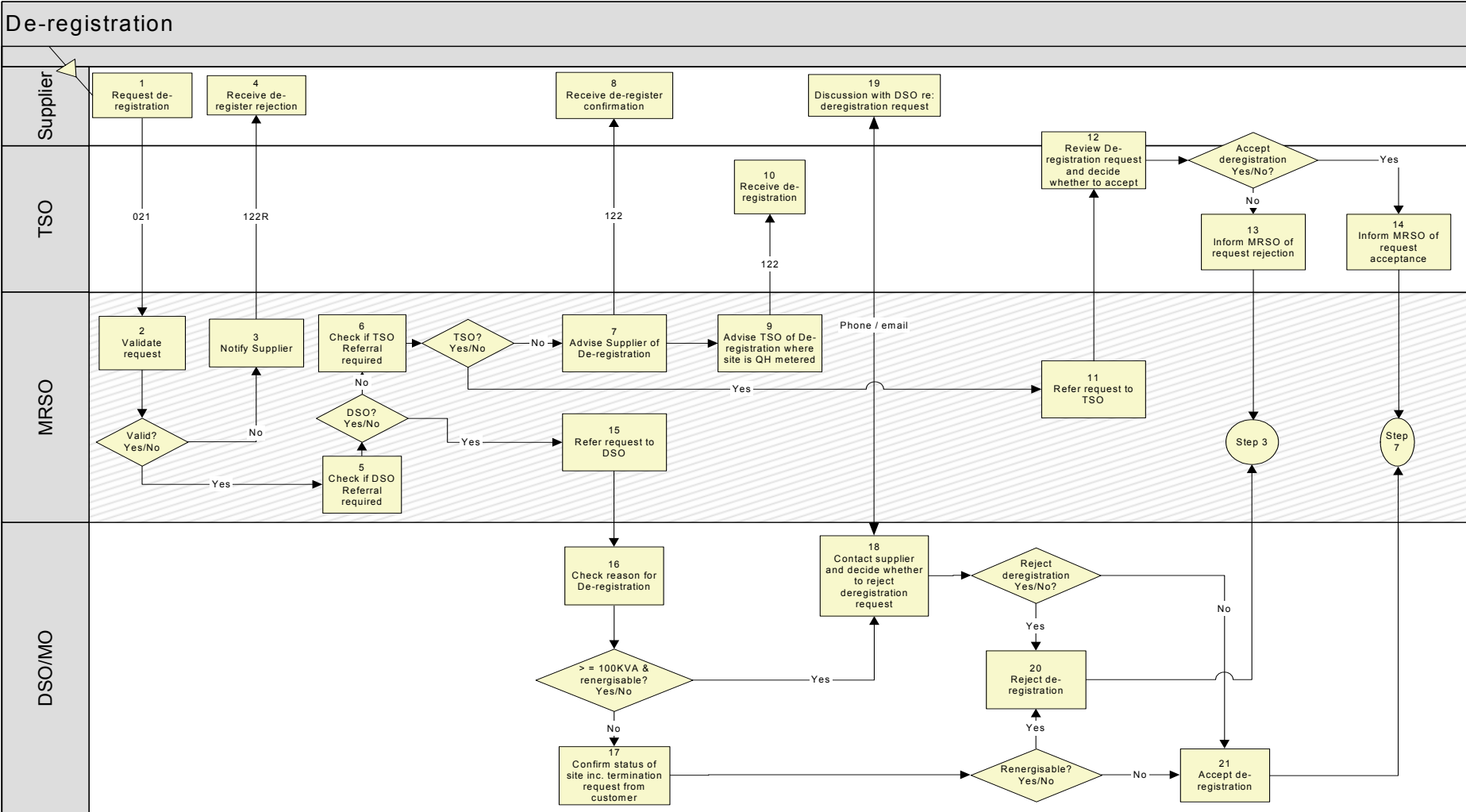
This Procedure describes the process for de- registration of a Meter Point.

## 1.2 History of Changes

This Procedure includes the following changes

<b>Source of Change</b>	<b>Description of Change</b>
245	Amendment to allowed reasons for de-registration within six months
B030	Automatic de-registration if DSO terminates meter point
B091	Advise TSO of De-Registration of QH Meter Point
	<i>Further Changes since version 3.1</i>
MIG September 3rd	Standardisation of QH/NQH terminology
	Updates arising from Supplier Clarifications
Written Supplier Clarification 3	References to 'Profile' removed
Written Supplier Clarification 5	Updated to indicate that TSO will be involved in deciding de-registrations on a case-by-case basis for Transmission connected customers.
	<b>No change applied since version 4.0 DRAFT</b>

## 2. Process Map



## 2.1 Process Description

Step	Role	Action	Interface
Step 1	<b>Supplier</b>	The Supplier will request de-registration from the MRSO	021 to MRSO
Step 2	<b>MRSO</b>	MRSO will validate all de-registration requests.  De-registration will be automatically accepted if: <ul style="list-style-type: none"> <li>• The requesting Supplier is the registered Supplier and</li> <li>• The Meter Point has been de-energised for at least six months.</li> </ul>	
Step 5		Otherwise de-registration requests will be referred to the DSO if: <ul style="list-style-type: none"> <li>• The requesting Supplier is the registered Supplier and</li> <li>• The Meter Point is Distribution Connected and</li> <li>• The Meter Point is de-energised for less than 6 months and either; <ul style="list-style-type: none"> <li>•The MIC exceeds 100kVA; or</li> <li>•The request is for reasons of demolition or permanent removal of connection</li> </ul> </li> </ul>	
Step 11		Otherwise de-registration requests will be referred to the TSO if: <ul style="list-style-type: none"> <li>• The requesting Supplier is the registered Supplier and</li> <li>• The Meter Point is Transmission Connected and</li> <li>• The Meter Point is de-energised for less than 6 months and either; <ul style="list-style-type: none"> <li>•The MIC exceeds 100kVA; or</li> <li>•The request is for reasons of demolition or permanent removal of connection</li> </ul> </li> </ul>	
Step 12, 13, 14	<b>TSO</b>	The TSO will approve or reject and referred de-registration requests and inform MRSO	
Step 16 - 21	<b>DSO/MO</b>	The DSO will approve or reject any referred de-registration request and inform MRSO. The DSO will also advise MRSO of terminated Meter Points.	

Step	Role	Action	Interface
Step 3	<b>MRSO</b>	The MRSO will inform the Supplier of the rejection of requests that: <ul style="list-style-type: none"> <li>• Have a requested date which is not for some time in the future; or</li> <li>• Do not meet the acceptance or referral criteria outlined above; or</li> <li>• Are referred to and rejected by DSO ; or</li> <li>• Are referred to and rejected by TSO</li> </ul>	122R to Supplier
Step 7, 9	<b>MRSO</b>	MRSO will de-register the Meter point and inform the Supplier and, if a QH metered site, TSO wherever: <ul style="list-style-type: none"> <li>• A de-registration request is accepted by MRSO as per step 2.</li> <li>• A Meter Point is terminated</li> <li>• A referred de-registration request is accepted by DSO</li> <li>• A referred de-registration request is accepted by TSO</li> </ul>	122 to Supplier / TSO