

MARKET PROCESS DESIGN

MPD 29 – CoS Group Unmetered

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1. Introduction

1.1 Scope

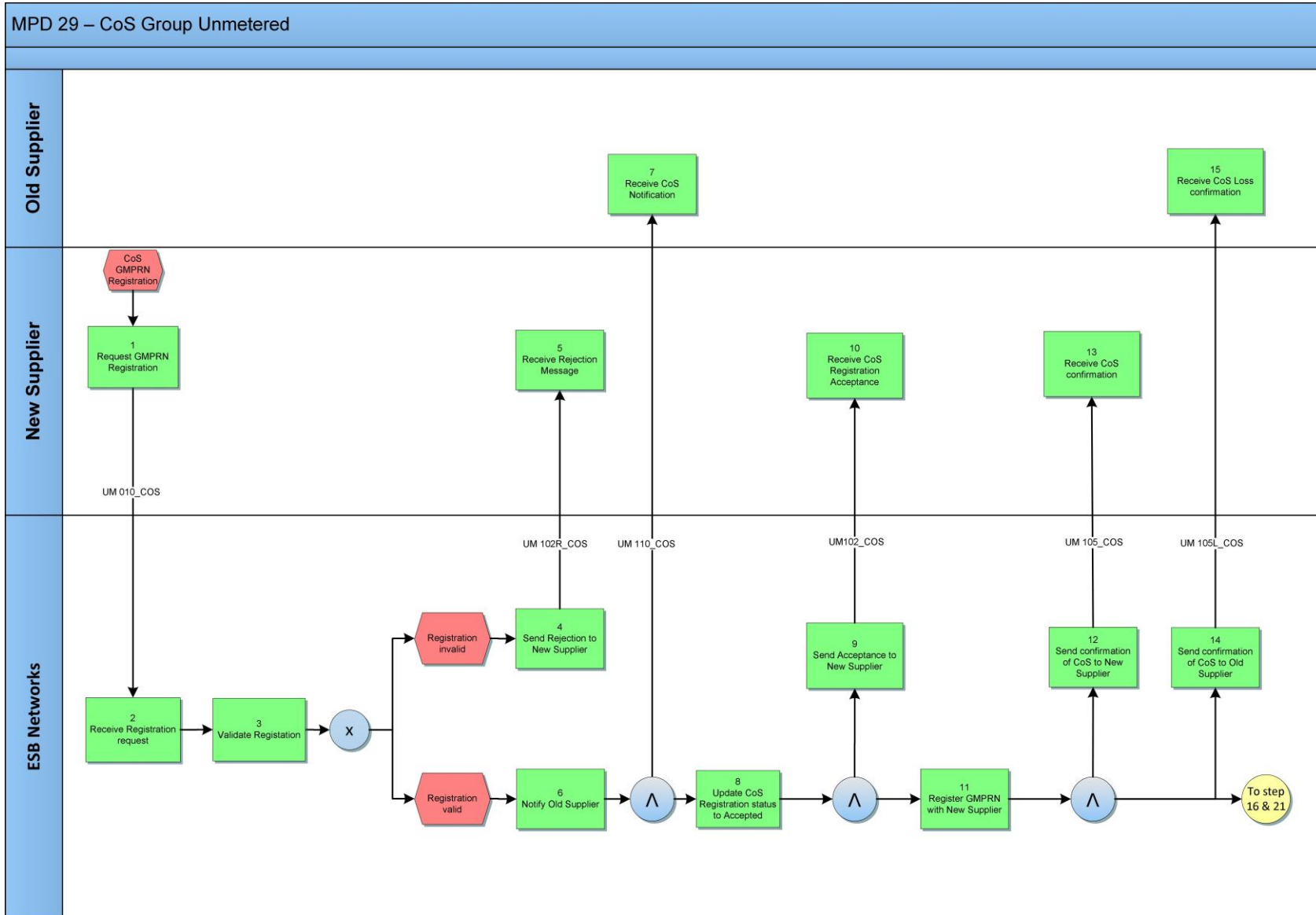
This Procedure describes the process for the Change of Supplier (CoS) of a Group MPRN (GMPRN).

1.2 History of Changes

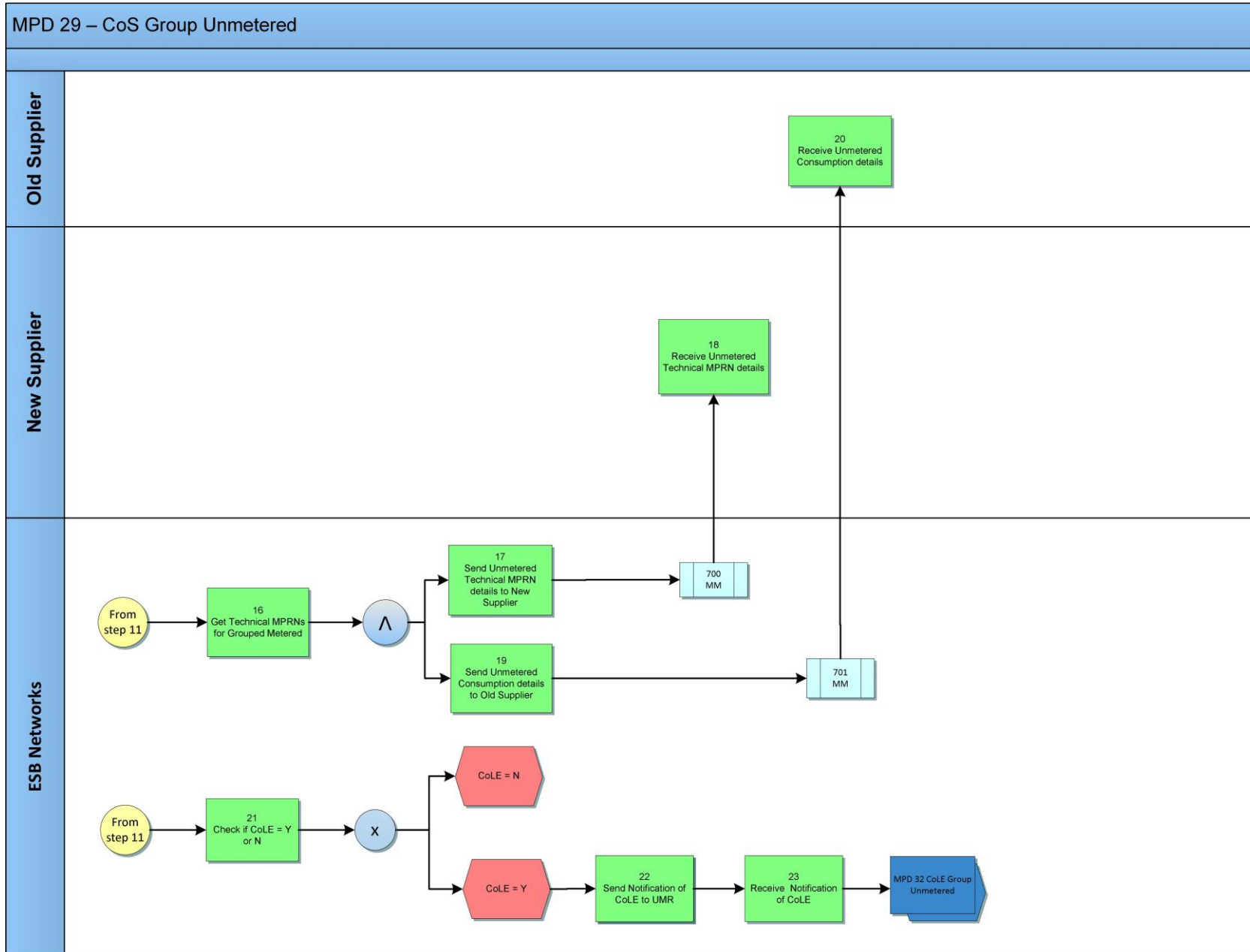
This Procedure includes the following changes:

Version in which Implemented	Source of Change	Description of Change
Draft	Design	First draft of Process
Draft	Written Supplier Clarifications	Additional Step "receive Registration" added.
Version 6.0	MCR 0092	Amendments to satisfy the new requirements for SEM implementation. The reasons for the change are two fold:- <ul style="list-style-type: none"> • A Supplier Unit entity has been added to the Data Model and will be required within Group Unmetered CoS Processing. • Additional validation rules will be required surrounding Trading Site Supplier Units This will necessitate changes to:- Supplementary Information
Version 8.0	RMDS QA	No business changes applied. MPD clean-up: objects enlarged to make text readable, swimlane actors shifted left, swimlanes tightened.
Version 8.0a	Non-conformance (AIQ-1440: Error in decision flow - CoS Group Unmetered)	Error flagged by Gemserv, the two events immediately following "Validates Registration" were mis-labelled, fixed by swapping names around.
Version 9.2	Unmetered Process Review - MCR 1085	New Email templates added. Supplementary information enhanced and MPD amended to reflect CoS with Change of Legal Entity (CoLE)
Version 10.4	MCR 1155 – Conversion of MPDs from ARIS to document format.	ARIS Process flow converted to Visio format and Step Table included.

2. Process Map



MPD 29 – CoS Group Unmetered



2.1 Process Description

Process Step		Role	Process Step Description	Interface
1	Request GMPRN Registration	New Supplier	The New Supplier sends a manual Registration application for the GMPRN via email. The New Supplier is responsible for the validity of all information provided	UM 010_COS
2	Receive Registration request	ESBN	Meter Registration System Operator (MRSO) receives Registration request	
3	Validate Registration	ESBN	MRSO will validate the Registration in accordance with the applicable validation rules (see Section 3 : Supplementary Information) and advise the New Supplier of the outcome <ul style="list-style-type: none"> • Registration invalid - next step 4 • Registration valid - next step 6 	
4	Send Rejection to New Supplier	ESBN	MRSO will inform the New Supplier of the Registration Rejection and the reason. This is sent manually via email to the New Supplier	UM 102R_COS
5	Receive Rejection Message	New Supplier	The New Supplier receives the manual Rejection email message	
6	Notify Old Supplier	ESBN	MRSO will manually, via email, notify the Old Supplier that a valid Registration has been received for a GMPRN	UM 110_COS
7	Receive CoS Notification	Old Supplier	The Old Supplier receives a manual email message advising them of the loss of the GMPRN	
8	Update CoS Registration status to Accepted	ESBN	MRSO updates CoS Registration request	
9	Send Acceptance to New Supplier	ESBN	MRSO will manually notify the New Supplier of Acceptance of Registration via email.	UM 102_COS
10	Receive CoS Registration Acceptance	New Supplier	The New Supplier receives a manual email message advising them of acceptance of the CoS Registration	
11	Register GMPRN with New Supplier	ESBN	MRSO will complete the CoS when all the following criteria are satisfied: <ul style="list-style-type: none"> • Five days have elapsed after the notification to the old Supplier • Any outstanding objection expires or is withdrawn • Any necessary Unmetered Agreement is in place. The CoS will take place at 00h00 on the Required Date or such later date if any Unmetered Agreements are in place. All Technical MPRNs (TMPRN) associated with the GMPRN will be registered to the New Supplier	
12	Send confirmation of CoS to New Supplier	ESBN	MRSO will confirm the completion of the CoS to the New Supplier via email.	UM 105_COS

Process Step		Role	Process Step Description	Interface
13	Receive CoS confirmation	New Supplier	The New Supplier receives a manual email message advising them of completion of CoS Registration	
14	Send confirmation of CoS to Old Supplier	ESBN	MRSO will confirm the completion of the CoS to the Old Supplier via email.	UM 105L_COS
15	Receive CoS Loss confirmation	Old Supplier	The Old Supplier receives a manual email message advising them of completion of CoS Registration	
16	Get Technical MPRNs for Grouped Metered	ESBN	MRSO acquires all TMPRN details associated with the GMPRN <ul style="list-style-type: none"> • Send details to New Supplier - next step 17 • Send details to Old Supplier - next step 19 	
17	Send Unmetered Technical MPRN details to New Supplier	ESBN	700 Market Message with details of all TMPRN's associated with the GMPRN (e.g. EUF, Profile, burning hour calendar etc.) is sent to the New Supplier	700 MM
18	Receive Unmetered Technical MPRN details	New Supplier	The New Supplier receives details of the TMPRN's associated with the GMPRN	
19	Send Unmetered Consumption details to Old Supplier	ESBN	701 Market Message is sent to the Old Supplier advising them of the closing consumption for the TMPRN's associated with the GMPRN	701 MM
20	Receive Unmetered Consumption details	Old Supplier	The Old Supplier receives details of the TMPRN's associated with the GMPRN	
21	Check if CoLE = Y or N	ESBN	MRSO will check if the CoS has a CoLE included. <ul style="list-style-type: none"> • No CoLE - no further action • CoLE - next step 22 	
22	Send Notification of CoLE to UMR	ESBN	MRSO notifies the Unmetered Registrar (UMR) of the CoLE	
23	Notification of CoLE received	ESBN	UMR receives Notification and processes CoLE – see MPD 32	MPD 32

3. Supplementary Information

CoS Scenarios

The CoS Grouped Unmetered Process must be followed under the following circumstances:

1. An existing Customer wishes to change from their existing Supplier to a New Supplier (CoS)
2. A new Customer is taking ownership of a site and also wishes to change to a New Supplier (CoS with COLE)

Therefore, there are 2 main CoS scenarios that can take place. They are:

- Grouped UNM CoS with CoLE
- Grouped UNM CoS with No COLE

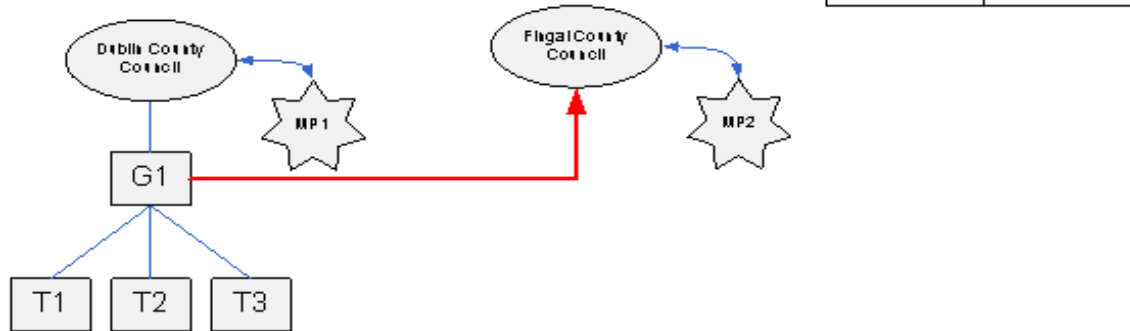
It is important for the Market Participant to determine at the outset (i.e. before sending the 010 email template) which CoS scenario they wish to process.

The following describes the 2 scenarios in more detail.

Diagram Illustrating CoS with CoLE for GMPRN

MPD 29 CoS Grouped Unmetered

Scenario 1: CoS with CoLE



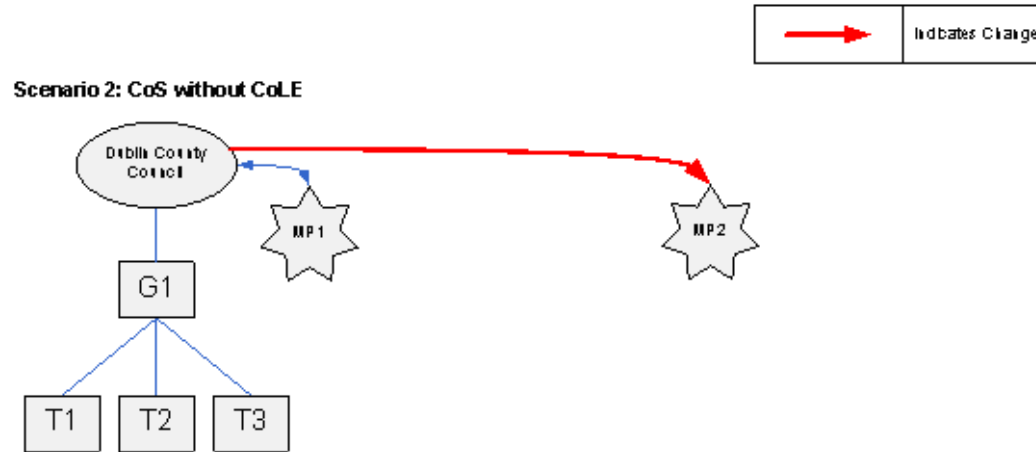
The key for the above diagram is as follows:

- MP1 = Market Participant 1
- G1 = GMPRN 1
- T1 – T3 = TMPRN 1 – 3

Scenario 1 Walkthrough

- Dublin County Council is registered to a Supplier called MP1.
- The business partner Dublin County Council is the registered Customer for the GMPRN G1.
- A new Customer who is registered to a different Supplier (MP2) wishes to register the GMPRN G1.
- MP2 will contact MRSO by submitting the UM 010_CoS template with all relevant information completed.
- MRSO will perform the CoS and will notify MP2 by submitting a UM 105_CoS template of success of gain. MRSO will notify MP1 by submitting a UM 105L_CoS template of Customer loss.
- MRSO will then contact the UMR to effect the CoLE. The CoLE will take place as per **MPD 32 - CoLE Grouped Unmetered**

Diagram Illustrating CoS with NO COLE for GMPRN



Scenario 2 Walkthrough

- Dublin County Council is registered to a Supplier called MP1.
- The business partner Dublin County Council is the registered Customer for the GMPRN G1.
- The Customer wishes to change Supplier and become registered to MP2.
- MP2 will contact MRSO by submitting a UM 010_CoS template with all relevant information completed.
- MRSO will perform the CoS and will notify MP2 by submitting a UM 105_CoS template of success of gain. MRSO will notify MP1 by submitting a UM 105L_CoS template of Customer loss.

CoS versus New Registration

- It is important for the requesting Supplier to distinguish between a CoS and a New Registration.
- It is necessary to indicate on the UM 010_CoS template whether a request is a CoS or New Registration. The New Supplier must ensure that one of the check boxes is ticked.
- What is the difference between a CoS and New Registration?
 - A - CoS is already registered to a Supplier
 - B - A New Registration is one which is currently not registered to a Supplier.

You can identify the difference between a New Registration and CoS by looking at the RMP Extranet, on the MPRN enquiry tab. See below.

The image displays two side-by-side screenshots of the ESB Networks MPRN enquiry interface. Both screenshots show the same customer information: Customer Name: COUNCIL, Name: PEDESTRIAN LIGHTS, Contact Tel No., GMPRN Address, Unit No., House No., Address Line 1, Address Line 2, Street, Address Line 4, Address Line 5, Postal Code, City: NAVAN, County: MH, and Country: IE. The key difference is the 'GMPRN Status' field, which is circled in red in both. In the left screenshot, the status is 'Registered', and in the right screenshot, it is 'Unregistered'. Both screenshots also show 'Registration Status: Active' and 'Connection Agreement: Active'. A button labeled 'Click for TMPRN's' is present in both, with the text 'Press to display the list of associated Technical MPRNs' below it.

Field	Left Screenshot (Registered)	Right Screenshot (Unregistered)
Customer Name	COUNCIL	COUNCIL
Name	PEDESTRIAN LIGHTS	PEDESTRIAN LIGHTS
Contact Tel No.		
GMPRN Address		
Unit No.		
House No.		
Address Line 1		
Address Line 2		
Street		
Address Line 4		
Address Line 5		
Postal Code		
City	NAVAN	NAVAN
County	MH	MH
Country	IE	IE
GMPRN Status	Registered	Unregistered
Registration Status	Active	Active
Connection Agreement	Active	Active
Associated Technical MPRNs		

Registration Validation Rules for a CoS (Group Unmetered)

Failure of any of the following validations will cause the Registration to be rejected:

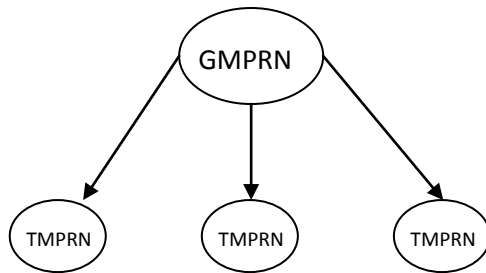
- The Supplier must have provided all mandatory information on the UM 010_CoS template.
- The MPRN provided must be a **GMPRN**.
- The GMPRN must have been Assigned.
- The Supplier ID is a valid one and the Supplier has a DUoS Agreement.
- The Supplier must be entitled to register a GMPRN under the Legislation and in accordance with the Trading and Settlement Code.
- The Supplier must warrant that a Supply Agreement exists with the Customer at the GMPRN being registered.
- The Supplier must provide a Supplier Unit that is valid for the Supplier.
- The Supplier Unit must not be a Trading Site Supplier Unit.
- The Supplier must provide a Sub-Aggregation Code (SSAC) that is valid for the Supplier Unit.
- The Required Date must be more than five working days and no more than forty days after the Registration receipt date. The UMR 010_CoS Registration Request will fail if the Required Date on the message is equal to or less than five working days.
 - The Required Date is counted as follows:
 - Today is day 0
 - Tomorrow is day 1
 - The actual effective date for CoS would be 00:00 on working day 7
 - An Example
 - Message received by ESBN on 21.06.2011
 - Required Date must be = or > 29.06.2011
- A separate CoS must not be in progress for this GMPRN.
- A CoS has already been completed with an Effective Date less than 20 days before the Required Date for the newly requested Change of Supply.

Objection/Cancellation Process for a CoS (Group Unmetered)

- Any Objections/Cancellations will be handled manually by MRSO.
- Reversal/Cancellation of the original CoS does not take place rather a “corrective” CoS will be effected from a current date, re-instating the Old Supplier. This will only take place after investigation by MRSO and communication between both Old and New Suppliers.
- Please contact MRSO via email to discuss any issues of this nature.

General Information

Data Structure



TMPRN

- Will be used to represent each individual connection point (TMPRNs can represent each 'street' for unmetered connection points).
- TMPRNs will be grouped collectively under GMPRNs.

GMPRN

- A GMPRN can have many streets/connection points and could therefore be linked to many TMPRNs.
- The Grouped CoS takes place at the GMPRN level and filters down (performing CoS) at each linked TMPRN. A New?? Supplier cannot request a CoS on specified TMPRNs. The CoS must be requested at the GMPRN level and will be completed on all the TMPRNs associated with the requested GMPRN.
- For a Grouped site undergoing CoS, a 700 Market Message will issue for each TMPRN.
If 1 GMPRN has 1,000 TMPRNs, the Supplier will receive 1,000 individual 700 Market Messages.

Billing

- The Grouped Unmetered CoS process does not handle billing reversals and therefore cannot complete a Move-Out for a date on or earlier than the last billed date. This means that a CoS for Unmetered cannot normally be done for the 1st of the month if the billing for the previous month has already completed.

Market Participant Contact Point for Issues with MPD 29

- All queries relating to the operation of this process must be directed to MRSO at email MRSO@esb.ie
- Process or Market Design questions/issues in relation to this process are to be directed to **RMDS** at info@rmdservice.com

4. Unmetered Templates

The current templates associated with this MPD can be found on the RMDS website [here](#).