

<b>Date:</b>	8 <sup>th</sup> July, 2015	<b>Time &amp; Location</b>	10:30 – 12:10 - IGG
<b>Chair:</b>	Seán mac an Bhaird CER		
<b>Attendees:</b>	<b>Name</b>	<b>Location</b>	
	David Walshe, Tracy Caffrey, Alice Mooney, Jim Mahony	RMDS	
	Seán mac an Bhaird	CER	
	Carmel O'Connor, Theresa O'Neill	ESBN	
	Elizabeth Montgomerie, Nirav Vyas	Gemserv	
	Gerry Halligan	MRSO	
	Ray Gilmartin, David Mulholland	SSE Airtricity	
	Maria Ferris, Ann Fitzpatrick	Electric Ireland	
	Anne McEvoy, Edward Taylor, John Paul McFeely	Budget Energy	
	Mark Speers	BGE	
	Keith Deacon	Vayu	
	John O'Dea	Eirgrid	
	Thomas Heasley	Energia	
<b>Apologies:</b>			
<b>Version Number</b>	1.0		
<b>Status</b>	Draft		

<b>Agenda:</b>	
1.	General
2.	Actions from Previous IGGs/Conference Calls
3.	New IGG Actions
4.	CER Update
5.	Gemserv Update
6.	MRSO Update
7.	ESBN Update
8.	Market Design Update
9.	Notice Board Planned Maintenance, Reminders from IGG, etc.
10.	AOB

**1 - General**

D Walshe enquired if everyone was happy to sign off on the minutes of the last IGG meeting:

All Agreed. Minutes Approved.

2. Actions – Previous Conference Call & IGG			
<p>D. Walshe provided the Action Item Update:</p> <p>14 IGG actions were closed since the last IGG Meeting (not including the current IGG meeting). Suppliers were asked to mail RMDS if they require the closure details of these actions.</p> <p>13 IGG actions have been carried forward. They are outlined below.</p>			
Action Items			
<b>948</b>	<b>Data Protection - ESBN to report back on how the COLE process currently records the moving out of an occupant to identify whether the moved out customer details are retained in the ESBN system. If details are retained data protection concerns need to be investigated.</b>		
<b>Update for IGG</b>	<ul style="list-style-type: none"> <li>▪ This action was raised by SSE Airtricity around the Change of Legal Entity Process which was identified in NI and there was a question about it happening in ROI.</li> <li>▪ ESBN to follow up with the Data Protection team on this action.</li> <li>▪ ESBN will provide an update at the IGG.</li> </ul>		
<b>Discussion at IGG</b>	<ul style="list-style-type: none"> <li>▪ C O'Connor presented a slide on this action. See section 7 below for full details.</li> <li>▪ ESBN is introducing an Information Governance Programme which will include a review, and possible reclassification of Retention periods.</li> <li>▪ As part of this process ESBN will be engaging with the DPC.</li> <li>▪ Rather than go to the DPC with one specific item ESB is going to include the issue raised as part of the review and the associated interactions with the DPC.</li> <li>▪ ESBN will report back to the IGG when the review is complete.</li> <li>▪ It was agreed that this action should remain open.</li> </ul>		
<b>Forum Logged:</b> IGG	<b>Assigned to:</b> ESBN	<b>Status:</b> Action remains <b>Open</b>	<b>Due Date:</b> 05.08.2015
<b>949</b>	<b>CER to adjudicate on Supplier's position on the Revenue Code of Practice.</b>		
<b>Update for IGG</b>	<ul style="list-style-type: none"> <li>▪ CER to provide an update.</li> </ul>		
<b>Discussion at IGG</b>	<ul style="list-style-type: none"> <li>▪ S mac an Bhaird reported that CER is going to approve the Revenue Code of Practice. CER is awaiting the formal approval and will inform ESBN on receipt.</li> <li>▪ Action to remain open.</li> </ul>		
<b>Forum Logged:</b> CC	<b>Assigned to:</b> CER	<b>Status:</b> Action remains <b>Open</b>	<b>Due Date:</b> 05.08.2015
<b>956</b>	<b>CER to review whether the lock moratorium over the Christmas period should apply for IC sites</b>		
<b>Update for IGG</b>	<ul style="list-style-type: none"> <li>▪ S mac an Bhaird reported that he has discussed this issue with Senior Management in CER.</li> <li>▪ CER requested that Suppliers write to the CER and provide rationale as to why in their opinion the moratorium should be lifted. CER will consider its arguments and then progress the issue.</li> </ul>		
<b>Discussion at IGG</b>	<ul style="list-style-type: none"> <li>▪ S mac an Bhaird reported that CER has yet to receive the submission from SSE. (See Action 971 for details).</li> <li>▪ On receipt of this submission CER will consider its arguments and progress the issue.</li> <li>▪ Action to remain open.</li> </ul>		
<b>Forum Logged:</b> IGG	<b>Assigned to:</b> CER	<b>Status:</b> Action remains <b>Open</b>	<b>Due Date:</b> 05.08.2015

<b>959</b>	<b>CER to provide an update on the Vulnerable Customer Initiative</b>		
<b>Update for IGG</b>	<ul style="list-style-type: none"> <li>▪ CER to provide an update.</li> </ul>		
<b>Discussion at IGG</b>	<ul style="list-style-type: none"> <li>▪ S mac an Bhaird reported that D Paraschiv is leading this initiative.</li> <li>▪ This work is outside the GMARG and IGG.</li> <li>▪ If any market changes are necessary to the retail market system for Vulnerable Customers they will come back in the GMARG and go through the change control process.</li> <li>▪ The reconciliation exercise is approaching its completion.</li> <li>▪ The reconciliation exercise found that there are a low number of discrepancies remaining with 2 Suppliers that CER is engaging with.</li> <li>▪ CER is also engaging with the GNI on the Gas side and ESNB on the electricity side.</li> <li>▪ Action to remain open.</li> </ul>		
<b>Forum Logged:</b> CC	<b>Assigned to:</b> CER	<b>Status:</b> Action remains <b>Open</b>	<b>Due Date:</b> 05.08.2015

<b>960</b>	<b>Suppliers to respond back to ESNB on the Vulnerable Customer Data</b>		
<b>Update for IGG</b>	<ul style="list-style-type: none"> <li>▪ ESNB reported that Suppliers have submitted their changes to ESNB.</li> <li>▪ ESNB is currently working on this matter and it has still to be completed.</li> <li>▪ S mac an Bhaird added that D Paraschiv is working on this matter with Suppliers and ESNB. An end date has yet to be decided by ESNB.</li> </ul>		
<b>Discussion at IGG</b>	<ul style="list-style-type: none"> <li>▪ S mac an Bhaird reported that he considered that anything that pertains to the workshop should be dealt through D Paraschiv.</li> <li>▪ The IGG should only receive updates from CER on this matter.</li> <li>▪ S Mac an Bhaird added that he will raise this matter with D Paraschiv and revert.</li> <li>▪ Vulnerable Customers were also discussed at the Section 7 ESNB Update.</li> <li>▪ Action to remain open.</li> </ul>		
<b>Forum Logged:</b> CC	<b>Assigned to:</b> Suppliers	<b>Status:</b> Action remains <b>Open</b>	<b>Due Date:</b> 05.08.2015

<b>962</b>	<b>Email encryption - Suppliers to contact MRSO via RMDS if they wish to set up the secure email encryption as discussed at the forum</b>		
<b>Update for IGG</b>	<ul style="list-style-type: none"> <li>▪ RMDS received one request from a Supplier to be set up with secure email encryption. RMDS passed this request to MRSO.</li> <li>▪ No further requests received by RMDS.</li> </ul>		
<b>Discussion at IGG</b>	<ul style="list-style-type: none"> <li>▪ C O'Connor reported that currently only 3 Suppliers have secure email encryption setup with MRSO.</li> <li>▪ C O'Connor urged all Suppliers to consider setting up this facility.</li> <li>▪ S mac an Bhaird asked Gerry Halligan if the CER has set up email encryption with MRSO.</li> <li>▪ G Halligan replied that it had not been set up yet but he has emailed John Lynn in the CER regarding this.</li> <li>▪ S mac an Bhaird replied that he will discuss this with John Lynn.</li> <li>▪ Action to remain open.</li> </ul>		
<b>Forum Logged:</b> IGG	<b>Assigned to:</b> Suppliers	<b>Status:</b> Action remains <b>Open</b>	<b>Due Date:</b> 05.08.2015

<b>963</b>	<b>MRSO Debt Flags statistics - MRSO to provide a new line item statistic showing the number of debt flags which are not cancelled as a percentage in further meetings</b>		
<b>Update for IGG</b>	<ul style="list-style-type: none"> <li>MRSO to provide this new line item statistic at the IGG.</li> </ul>		
<b>Discussion at IGG</b>	<ul style="list-style-type: none"> <li>G Halligan provided the new line item statistic at the MRSO presentation. See section 6 for details.</li> <li>Action deemed closed.</li> </ul>		
<b>Forum Logged:</b> IGG	<b>Assigned to:</b> MRSO	<b>Status:</b> Action deemed Closed	<b>Due Date:</b> 08.07.2015

<b>966</b>	<b>Eircodes - Suppliers to ensure the Eircodes enduring solution proposed in DR 1140 covers all requirements, revert to ESNB with queries if required. The outcome of the action intends to allow for approval of DR at next CC</b>		
<b>Update for IGG</b>	<ul style="list-style-type: none"> <li>Actions 966 &amp; 967&amp; 972 are interrelated.</li> </ul>		
<b>Discussion at IGG</b>	<ul style="list-style-type: none"> <li>Actions 966 &amp; 967&amp; 972 were discussed jointly at the IGG. See section 7 ESNB Update for full details. It was agreed to approve DR1140.</li> <li>DR1140 will be converted to MCR1140 and will be brought to the next IGG.</li> <li>This action was deemed closed.</li> </ul>		
<b>Forum Logged:</b> IGG	<b>Assigned to:</b> Suppliers	<b>Status:</b> Action deemed Closed	<b>Due Date:</b> 08.07.2015

<b>967</b>	<b>Eircodes - ESNB/Suppliers to confirm a specific time frame within 2016 when DR1140 can be delivered</b>		
<b>Update for IGG</b>	<ul style="list-style-type: none"> <li>ESNB to provide an update.</li> </ul>		
<b>Discussion at IGG</b>	<ul style="list-style-type: none"> <li>Actions 966 &amp; 967&amp; 972 were discussed jointly at the IGG. See section 7 ESNB Update for full details.</li> <li>C O'Connor presented a slide on this action.</li> <li>Most Suppliers have provided a response to ESNB on this matter.</li> <li>T O'Neill has taken all questions that came into ESNB from Suppliers and provided responses. C O'Connor has the impression that Suppliers were happy with the DR and it doesn't need to change.</li> <li>This action was deemed closed.</li> </ul>		
<b>Forum Logged:</b> IGG	<b>Assigned to:</b> ESNB/Suppliers	<b>Status:</b> Action deemed Closed	<b>Due Date:</b> 08.07.2015

<b>970</b>	<b>Suppliers to provide the Revenue Protection Team with a single point of contact for Revenue Protection issues.</b>		
<b>Update for IGG</b>	<ul style="list-style-type: none"> <li>Mail issued on the 1<sup>st</sup> of July to Suppliers requesting that they respond to this action</li> <li>RMDS received 6 responses and forwarded contact details onto Revenue Protection Team.</li> <li>ESNB confirmed that the Revenue Protection Team has received contact details from all the Suppliers.</li> </ul>		
<b>Discussion at IGG</b>	<ul style="list-style-type: none"> <li>C O'Connor stated that H Doody has received all the contact details from Suppliers.</li> <li>This action was deemed closed.</li> </ul>		
<b>Forum Logged:</b> CC	<b>Assigned to:</b> Suppliers	<b>Status:</b> Action deemed Closed	<b>Due Date:</b> 08.07.2015

<b>971</b>	<b>Individual Suppliers or a single consolidated Supplier response on the lock moratorium to be sent to CER</b>		
<b>Update for IGG</b>	<ul style="list-style-type: none"> <li>See previous action 956 for discussion on this action.</li> </ul>		
<b>Discussion at IGG</b>	<ul style="list-style-type: none"> <li>R Gilmartin provided the following update.</li> <li>It has been agreed at a meeting last week that the EAI (which all Suppliers are members of) will provide the consolidated response to CER.</li> <li>S mac an Bhaird questioned if all Suppliers were members of the EAI?</li> <li>R Gilmartin expects the single response to be sent to CER within the next two weeks.</li> <li>S mac an Bhaird enquired if the response will be sent via RMDS to CER.</li> <li>R Gilmartin stated that the response will be sent to both CER and RMDS to ensure all Suppliers receive it.</li> <li>Action to remain open.</li> </ul>		
<b>Forum Logged:</b> CC	<b>Assigned to:</b> Suppliers	<b>Status:</b> Action remains <b>Open</b>	<b>Due Date:</b> 05.08.2015

<b>972</b>	<b>ESBN/Suppliers to consider how to deal with customer receipt of Eircodes during the interim period (between National Eircode provision and implementation of DR1140) in the context of the market design and DR 1140</b>		
<b>Update for IGG</b>	<ul style="list-style-type: none"> <li>ESBN to give an update at this IGG.</li> </ul>		
<b>Discussion at IGG</b>	<ul style="list-style-type: none"> <li>Actions 966 &amp; 967 &amp; 972 were discussed jointly at the IGG. See section 7 ESBN Update for full details.</li> <li>C O'Connor presented a slide on this action and outlined ESBNS options for an interim solution.</li> <li>At this meeting, Suppliers agreed to not input Eircodes in the interim period.</li> <li>Action deemed closed.</li> </ul> <p>A New action was taken Action 978 - Eircodes - DR 1140 to be brought back to the next IGG for MCR Approval. Suppliers to investigate the issues for them in implementing the MCR and also advise the earliest they can implement the new Eircodes.</p>		
<b>Forum Logged:</b> CC	<b>Assigned to:</b> Suppliers	<b>Status:</b> Action remains <b>Open</b>	<b>Due Date:</b> 05.08.2015

<b>973</b>	<b>CER to set up a workshop to cover PAYG concerns</b>		
<b>Update for IGG</b>	<ul style="list-style-type: none"> <li>A PAYG workshop took place on Monday 29th June 2015 in CER at 2:30pm.</li> </ul>		
<b>Discussion at IGG</b>	<ul style="list-style-type: none"> <li>S mac an Bhaird reported that a summary note was issued to the Industry following the workshop.</li> <li>This note included the slides and discussions held on the day.</li> <li>Suppliers were given until the 9<sup>th</sup> of July to submit their views to CER.</li> <li>This Action was deemed closed.</li> </ul>		
<b>Forum Logged:</b> CC	<b>Assigned to:</b> Suppliers	<b>Status:</b> Action deemed <b>Closed</b>	<b>Due Date:</b> 08.07.2015

**3. Actions – New IGG Actions**

The following 5 new actions were logged at the IGG.

**New Action Items**

<b>974</b>	<b>LTCA - CER to circulate ISEM consultation paper re Global Settlement to Suppliers via RMDS. Suppliers to consider whether LTCA should be paused in view of the ISEM discussions backdrop</b>		
<b>Discussion at IGG</b>	<ul style="list-style-type: none"> <li>See section 4 for details of this action.</li> </ul>		
<b>Forum Logged:</b> IGG	<b>Assigned to:</b> CER/Suppliers	<b>Status:</b> NEW Action	<b>Due Date:</b> 24.07.2015
<b>975</b>	<b>Vulnerable Customers - CER to brief D Paraschiv on the Vulnerable Customers ongoing discussions at IGGs and consider if further or co-ordinated workshops are necessary.</b>		
<b>Discussion at IGG</b>	<ul style="list-style-type: none"> <li>See section 7 ESNB Update for details of this action.</li> </ul>		
<b>Forum Logged:</b> IGG	<b>Assigned to:</b> CER	<b>Status:</b> NEW Action	<b>Due Date:</b> 05.08.2015
<b>976</b>	<b>RMDS Private website - RMDS to circulate an e-mail to Suppliers requesting a designated email address for access to the new RMDS private website for sensitive documents.</b>		
<b>Discussion at IGG</b>	<ul style="list-style-type: none"> <li>See section 8 RMDS Market Design update for full details of this action.</li> </ul>		
<b>Forum Logged:</b> IGG	<b>Assigned to:</b> RMDS	<b>Status:</b> NEW Action	<b>Due Date:</b> 10.07.2015
<b>977</b>	<b>Longstanding MCRs - RMDS to circulate the 5 oldest outstanding MCRs to Suppliers. Suppliers to review and bring their position to the next IGG. Suppliers to respond before 12/08/2015.</b>		
<b>Discussion at IGG</b>	<ul style="list-style-type: none"> <li>See section 8 RMDS Market Design update for full details of this action.</li> </ul>		
<b>Forum Logged:</b> IGG	<b>Assigned to:</b> RMDS/Suppliers	<b>Status:</b> NEW Action	<b>Due Date:</b> 12.08.2015
<b>978</b>	<b>Eircodes - DR 1140 to be brought back to the next IGG for MCR Approval. Suppliers to investigate the issues for them in implementing the MCR and also advise the earliest they can implement the new Eircodes.</b>		
<b>Discussion at IGG</b>	<ul style="list-style-type: none"> <li>See section 7 ESNB Update for full details of this action.</li> </ul>		
<b>Forum Logged:</b> IGG	<b>Assigned to:</b> ESNB/Suppliers	<b>Status:</b> NEW Action	<b>Due Date:</b> 02.09.2015

**4. CER Update**

S mac an Bhaird gave the CER update.

- **Fuel Mix Disclosure Paper for 2014** – CER will issue to Suppliers within the next two weeks.
- **Green Source Products Decision Paper** – will be published by the end of July 2015.
- **Deemed Contracts** – D Paraschiv has drafted the regulations. DCENR has been consulted and have commented on the regulations. A comprehensive summary of the SI will be circulated to the industry for comments shortly together with the next steps.
- **Review of Supplier Handbook** – comments have been received from Suppliers and customers support and advocacy groups with whom the CER meets on a regular basis. Comments received to date are being reviewed by the CER with a view to establishing the next steps. Stakeholders will be notified of the next steps in due course. To date only 4 Suppliers have provided comments. Suppliers are encouraged to submit their comments to D Paraschiv.
- **LTCA** – Terms of Reference drafted by the LTCA Group for an Independent Auditor is currently being reviewed by CER. CER is leaning towards giving the approval for the Auditor. ISEM has consulted upon potential changes to global settlement/aggregation. S mac an Bhaird asked if Suppliers want to continue with this work or wait until the ISEM work has completed. He asked Suppliers to consider this work going forward and requested a new Action be taken for Suppliers to consider pausing the LTCA discussions. He agreed to circulate the ISEM consultation paper to Suppliers. A date of 24<sup>th</sup> July 2015 was taken for both CER and Suppliers to respond.

**New Action 972: LTCA - CER to circulate consultation paper to Suppliers via RMDS.  
Suppliers to consider whether LTCA should be paused in view of the ISEM discussions backdrop**

**5. Gemserv Update**

L Montgomery gave the Gemserv update.

**Refer to slides** for details.

- There is currently 1 Supplier in the planning stage.
- ReMCoDS issued the Participant Questionnaire for the TIBCO Schema Release to Suppliers on 7<sup>th</sup> July 2015. Responses are required by the first week in August but earlier responses are desirable.

**6. MRSO Update**

G Halligan gave the MRSO update.

The standardised slide pack provides the status of Change of Supplier related activity in the ROI market up to June 2015.

**Refer to slides** for details.

G Halligan highlighted the new line item which was requested at the last IGG (Action 963 - MRSO Debt Flags statistics - MRSO to provide a new line item statistic showing the number of debt flags which are not cancelled as a percentage in further meetings).

This new line item is highlighted in red on the slides.

## 7. ESB Networks

C O'Connor & Theresa O'Neill presented the ESN update.

C O'Connor gave a presentation on Prepayment Meter Stats, IGG Action 948 Data Retention, Vulnerable Customers, Eircodes and Billing SFTP.

T O'Neill gave a presentation on Downloadable Meter Point Detail Files.

- **Keypad Meter Stats – Refer to slides.**
- **Token Meter Stats – Refer to slides.**

### Downloadable Meter Files.

Refer to slide for full details.

- T O'Neill reported that ESN compiled this slide on the basis of questions that ESN has received from Suppliers. She outlined what changes MCR1151 will be making to the com\_reg and dom\_eg files. She further outlined what changes MCR1122 will be making to the comm\_cust and unmt\_Cust files.
- Changes to the Downloadable files arising from MCR1122 and MCR1151 will be visible from the next scheduled downloadable run after the go-Live in December 2015.
- T Heasley enquired if it will be necessary for Suppliers to undertake testing for both MCRs at the same time, or will two separate tests be necessary?
- T O'Neill replied that both will be ready at the same time.

**IGG Action 948 – Data Retention** – ESN to report back on how the COLE process currently records the moving out of an occupant to identify whether the moved out customer details are retained in the ESN system. If details are retained data protection concerns needs to be investigated.

C O'Connor presented a slide on this action. **Refer to slide** for full details.

- ESN are introducing an Information Governance Programme that will include a review and possible reclassification of Retention periods.
- As part of this process ESN will be engaging with the DPC.
- Rather than go to the DPC with one specific team ESB is going to include the issues raised as part of the review and the associated interactions with the DPC.
- This should lead to a clear answer to the question rather than a reply such as “as long as you feel it fulfils your obligations under the DPC act”.
- ESN will report back to the IGG when the review is complete.

R Gilmartin enquired when this review will be complete.

C O'Connor replied that it should be completed by the end of 2015.



### Vulnerable Customers.

C O'Connor presented a slide on previous action 961 (SSE to send the GNI Vulnerable Customer paper showing a Supplier/Industry focus to ESBN with the objective of receiving a similar paper from ESBN for the electricity market). **Refer to slide** for full details.

- ESBN has issued a Briefing Note to Suppliers, via RMDS, as per action 961 on the current Vulnerable Customer work practices. D Mulholland reported that SSE has some comments in relation to this Briefing Note. C O'Connor requested that he submits these comments to ESBN.
- ESBN is undertaking these steps whilst waiting for the new SI and the possible changes for new or changed flags which will form part of any DRs. These steps outline what ESBN is doing in the interim. The ESBN Call Centre is undertaking a double-check to prevent NPA de-energisations going out if they believe there are mental health issues for example. ESBN is aware that some Suppliers are also performing this extra check.
- ESBN is in the process of writing to all customers who are registered as being reliant on electrically powered medical equipment.
- The aim of this is to gather up-to-date mobile numbers to allow ESBN to send an SMS Text in relation to planned or un-planned outages.
- Customers are instructed to contact their Suppliers if the ESBN information is incorrect.

S mac an Bhaird added that D Paraschiv is also leading Vulnerable Customers work at CER. One workshop has already taken place with more to follow. He enquired if this IGG discussion should form part of the work being undertaken by D Paraschiv. He observed that there appears to be a doubling up of work undertaken here.

R Gilmartin replied that these ongoing discussions at the IGG provides the Industry and Suppliers information simply as a reference point. C O'Connor agreed and stated that the Schema changes in the future for Vulnerable Customers will have to be kept separate and outside this forum.

S mac an Bhaird added that D Paraschiv needs to be informed of what is currently being discussed regarding Vulnerable Customers at the IGG. He stressed, again, that he felt that this is a distinct piece of work that D Paraschiv is leading and should be carried out at the workshops. The next workshop should take place sooner rather than later with regular updates provided to the IGG.

A new Action was taken for S mac an Bhaird to update D Paraschiv on the ongoing discussions taking place at the IGG.

**New Action: 975 - Vulnerable Customers - CER to brief D Paraschiv on the Vulnerable Customers ongoing discussions at IGGs and consider if further or co-ordinated workshops are necessary.**

### Eircodes.

C O'Connor presented a slide on the current open Eircode actions. **Refer to slide** for details.

**Action 967 – Eircodes ESBN/Suppliers to confirm a specific timeframe within 2016 when DR1140 can be delivered.**

- ESBN received a mix of Suppliers responses that range from Q3 2015 and up to as late as Q4 2016 for implementation.
- ESBN is now seeking to get DR1140 approved. The DR will form part of the DR/MCR prioritisation process for 2016.

**Action 972 – ESBN/Suppliers to consider how to deal with customer receipt of Eircodes during**

**the interim period (between National Eircodes provision and implementation of DR1140) in the context of the market design and DR 1140.**

- ESBN has investigated a number of options for an interim solution.
- The first being the off line of capture of Eircodes i.e. not in Retail Market systems. The capture of Eircodes off line for future use is in line with the current DR and has no system impacts.
- The second being the use of the Notification Address. If some Suppliers use Eircodes in their Notification Address then this option is not feasible as the CoS process will be compromised and lead to issues. ESBN will have issues with the Notification Address being used to input Eircodes but could look at facilitating this if agreed by all MPs. Could Suppliers block the Notification Address from travelling to ESBN?
- Eircodes are not to be used in the postcode field or an address line for the MPRN. The Eircode will either reject automatically, or be out-sorted by MRSO, thus causing major delays.
- Eircodes should not be used on the Technical Address either.

C O'Connor suggested that in the interim period both Suppliers and ESBN keep Eircodes off line. If Customers request their Eircode to be added to the system then Suppliers and ESBN need to keep them in an offline system and not input them into the Retail Market system.

C O'Connor added that Suppliers need to investigate what can be done in the interim period. Eircodes will start to be issued to customers in the next couple of weeks.

D Mulholland enquired when the signoff for the Eircode legislation will come into effect.

C O'Connor replied that she believes the legislation is going to the President this week for signoff.

C O'Connor advised that she knows there are a number of Suppliers that want to start using Eircodes almost straight away and Suppliers systems can take it. She added that G Halligan recently undertook a test to see what effect one Supplier inputting Eircodes into the Retail Market System would have. The outcome was that MRSO would need an additional 4 people just to cover this one Supplier's inputs into the system. This is not sustainable as there are currently over 32,000 CoS per month. If every one of these CoS started outsourcing this would lead to huge work volumes for MRSO. S mac an Bhaird added that such knock on impacts on MRSO and the CoS process would be unacceptable.

C O'Connor further added that she can understand why some Suppliers are apprehensive to input Eircodes as the TIBCO Upgrade and the Schema Release are also scheduled for delivery in 2015. ESBN needs to have agreement from Suppliers that they will not do adhoc inputs of Eircodes that will cause problems in the system. ESBN and Suppliers need to decide on a working practice now for the interim period.

R Gilmartin asked if ESBN had received any feedback from the Department regarding Suppliers not being able to deliver Eircodes until the end of 2016. C O'Connor replied that she informed the Department that the Retail Market is undertaking a big IT Upgrade in 2015 and some Suppliers won't be ready to input Eircodes until the end of 2016. She received a response that this would not be satisfactory and has not heard anything more from the Department and the Department has not taken up this issue with CER.

M Ferris added that Electric Ireland has the same concerns about inputting Eircodes into the Notification Address. Electric Ireland's interim solution will depend on how long the timeframe for inputting Eircodes will be, but the milestone of the end of 2016 seems too far into the future.

C O'Connor stated that ESBN believes the safest option in the interim period is that Suppliers and ESBN do not input Eircodes into the Retail Market system. ESBN wish to get the current DR approved. Once the subsequent MCR is approved it will feed into the prioritisation exercise in the coming months. Hopefully at that stage Suppliers will have a better view as to whether they could input Eircodes in Q2 rather than Q4 of 2016. C O'Connor reminded all that some Suppliers are not present at this IGG who may wish to input

Eircodes sooner. Nevertheless, Suppliers agreed at this meeting not to populate messages with Eircodes in the interim period.

D Walshe stated that the 3 current Eircodes Action items need to be reviewed with a view to progressing or closing off.

- Action 967 - Eircodes - ESBN/Suppliers to confirm a specific time frame within 2016 when DR1140 can be delivered. C O'Connor reported that T O'Neill has taken all the questions that came into ESBN from Suppliers and provided responses. C O'Connor has the impression that Suppliers were happy with DR1140 and it doesn't need to change. As most Suppliers have provided a response to ESBN on this matter. **This action was deemed closed.**
- Action 972 - ESBN/Suppliers to consider how to deal with Customer receipt of Eircodes during the interim period (between National Eircode provision and implementation of DR1140) in the context of the market design and DR 1140. At this meeting, Suppliers agreed not to input Eircodes during the interim period.  
**This action was deemed closed.**
- Action 966 - Eircodes - Suppliers to ensure the Eircodes enduring solution proposed in DR 1140 covers all requirements and revert to ESBN with queries if required. The outcome of the action intends to allow for approval of DR at next CC. – It was agreed to **approve DR1140.**  
**This action was deemed closed.**

A new action was taken for DR1140 to be brought back to the next IGG as an MCR for approval. Suppliers were asked to investigate the issues for them in implementing this MCR and also advise the earliest they can implement the new Eircodes.

**New Action 978 - Eircodes - DR 1140 to be brought back to the next IGG for MCR Approval. Suppliers to investigate the issues for them in implementing the MCR and also advise the earliest they can implement the new Eircodes.**

#### **Billing/SFTP.**

C O'Connor presented a slide on Billing/SFTP that was requested by Finance to be presented to Suppliers. **Refer to slide** for details.

- The Secure File Transfer System (SFTP) was approved as a replacement means of billing for DUoS, Transaction and PRSO charges are currently billed via CD.
- Implementation was delayed while discussions were ongoing with Suppliers.
- In order to give time to adjust to the new system ESBN will operate both SFTS and CD billing for a number of initial billing periods during July and August 2015.
- This will ensure that there are no issues in providing billing information via SFTS (or secure email).
- Letters will issue this week to Suppliers giving full login details and passwords.

**8. Retail Market Design Update**

D Walshe gave the Market Design Update:

**DR 1140 V1.0- Introduction of Eircodes into the Retail Market in Ireland.**

Refer to slides for detail on DR 1140.

This DR was discussed at length at in the ESNB Update (see section 7 for details).

**DR 1140 was approved as a DR and will be brought to the next IGG as an MCR for approval.**

**MCR 1166 - Export Only Supplier**

Refer to slides for detail on MCR 1166. This MCR proposes a new category of Supplier, one dealing entirely with export only.

- Approved as a DR at the IGG on the 13<sup>th</sup> May 2015.

**MCR 1166 was approved.**

**Long Term MCRs**

Refer to slides for details.

- At the last IGG it was agreed to review two MCRs to re-contextualise them against the current Market Design.
- This task will start at the next IGG in September.

In the meantime, it was agreed that Suppliers should review the outstanding MCRs on the list presented in the slide.

RMDS took at action to send the 5 oldest MCRs to Suppliers for review ahead of the next IGG in September 2015.

**New Action 977: Longstanding MCRs - RMDS to circulate the 5 oldest outstanding MCRs to Suppliers. Suppliers to review and bring their position to the next IGG. Suppliers to respond before 12/08/2015.**

**SMART Metering**

Refer to slides for full details.

DRs 1157, 1158, 1159 and 1160 were all approved as both DRs and MCRs at the Extraordinary ReMCoWG Meeting of 24<sup>th</sup> June 2015.

Subsequent ReMCoSG approval was given on the same day 24<sup>th</sup> June 2015 for these 4 MCRs.

**Market Releases**

Refer to slides for details.

**Private Website**

Refer to slides for full details.

A RMDS website has been created that will allow MPs access sensitive documents that are not for general publication.

MPs are asked to provide one multi-use email address to RMDS (see new Action below). On receipt of the email address RMDS will invite the MP at said address to secure access to the private website. A Job Aid will be sent to the MP giving full instructions.

**New Action 967: RMDS Private website - RMDS to circulate an e-mail to Suppliers requesting a designated email address for access to the new RMDS private website for sensitive documents.**

**9. Notice Board: Planned Maintenance, Reminders from IGG etc.****Outage Dates:**

- Sunday 19<sup>th</sup> July 2015 – RoI only 0800-1200 (4 hours).
- Full details available as usual on the Outages page on the RMDS Website.

**10. AOB**

One item was raised in AOB.

**Public Lighting**

C O'Connor stated that following the Public Lighting Workshop the local Authorities have informed ESNB that they would like 11 new Burn-Hour Calendars to be created. ESNB has informed the local Authorities that a DR/MCR will be created for the September IGG with a view to securing MCR approval. ESNB has requested that the local Authorities prioritise these new 11 Calendars as ESNB do not believe, due to current known workload, they will be able to deliver 11 Public Lighting profiles in 2016.

**Next Conference call:**

- 5<sup>th</sup> August 2015.

**Next IGG:**

- 2<sup>nd</sup> September 2015 in Dublin