

# **Balancing and Settlement Code**

## **BSC Procedure**

### **Migration of Metering Systems to and from the MHHS Arrangements**

**BSCP708**

**v0.23**

**Date: 30 May 2023**

**BSC Procedure 708****Processes for the Migration of Metering Systems  
to and from the MHHS Arrangements**

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 708, version 0.23 relating to Processes for the Migration of Metering Systems to and from the MHHS Arrangements.
3. This BSC Procedure is effective from DD MMMM YYYY.
4. This BSC Procedure has been approved by the BSC Panel or its relevant delegated Panel Committee(s).

**Intellectual Property Rights, Copyright and Disclaimer**

The copyright and other intellectual property rights in this document are vested in Elexon or appear with the consent of the copyright owner. These materials are made available for you for the purposes of your participation in the electricity industry. If you have an interest in the electricity industry, you may view, download, copy, distribute, modify, transmit, publish, sell or create derivative works (in whatever format) from this document or in other cases use for personal academic or other non-commercial purposes. All copyright and other proprietary notices contained in the document must be retained on any copy you make.

All other rights of the copyright owner not expressly dealt with above are reserved.

No representation, warranty or guarantee is made that the information in this document is accurate or complete. While care is taken in the collection and provision of this information, Elexon Limited shall not be liable for any errors, omissions, misstatements or mistakes in any information or damages resulting from the use of this information or action taken in reliance on it.

**AMENDMENT RECORD**

<b>Version</b>	<b>Date</b>	<b>Description of Change</b>	<b>Changes Included</b>	<b>Mods/Panel/Committee Refs.</b>
0.1	10 March 2023	First Draft	MHHS SCR	
0.2	27 July 2023	Following Elexon review	MHHS SCR	
<u>0.3</u>	<u>29 September 2023</u>	<u>Following consultation</u>	<u>MHHS SCR</u>	

## Contents

<b>1.</b>	<b>Introduction</b>	<b>5</b>
1.1	Purpose and Scope of the Procedure	5
1.2	Main Users of Procedure and their Responsibilities	5
1.3	Use of the Procedure	5
1.4	Balancing and Settlement Code Provision	5
1.5	Associated BSC Procedures	7
1.6	Acronyms and Definitions	8
1.6.1	Acronyms	8
1.6.2	Definitions	9
<b>2.</b>	<b>Requirements of Suppliers, their Agents and SMRAs</b>	<b>10</b>
<b>3.</b>	<b>Interface and Timetable Information</b>	<b>11</b>
3.1	Forward Migration - CoA	11
3.2	Forward Migration - CoS	16
3.3	Reverse Migration - CoS	22
<b>4.</b>	<b>Appendices</b>	<b>28</b>
4.1	Exceptions to the Standard Migration Processes	28
4.1.1	Related MSIDs	28
4.1.2	Import/Export MSIDs	28

## 1. Introduction

### 1.1 Purpose and Scope of the Procedure

This BSC Procedure (BSCP) defines specific processes by which Metering System Identifiers (MSIDs) should be migrated from the legacy settlement arrangements to the MHHS Arrangements (forward migration) and the process by which MHHS MSIDs, where permitted, should be migrated back to the legacy settlement arrangements (reverse migration).

It describes the obligations applicable to ~~SMRAs~~, Supplier Meter Registration Agents (SMRA), Suppliers and their Agents in relation to the processes ie. Forward migration (Change of Agent), forward migration (on Change of Supplier) and reverse migration (on Change of Supplier).

This BSCP does not detail the BAU processes relating to ~~appointments and de-appointments~~, the appointment or de-appointment of Meter Operator or Data Service Agents. For further information on these, refer to the Associated BSCPs in section 1.5 below.

MOA processes are governed under the Retail Energy Code (REC). MOA actions outlines in the BSCP are for contextual information only.

### 1.2 Main Users of Procedure and their Responsibilities

This BSCP provides a central focus for parties whose general processes are affected by the specific design of forward/reverse migration:

- SMRAs
- Suppliers
- Data Collectors
- Meter Operators
- UMSOs
- Data Services
- LDSOs
- Meter Administrators

### 1.3 Use of the Procedure

The remaining sections in this document are:

Section 2 – Requirements and Responsibilities of Parties

Section 3 – Interface and Timetable Information: this section defines in more detail the requirements of each business process

Section 4 – Appendices

### 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). In the event of an inconsistency between the provisions of this BSCP and the Code, the provisions of the Code shall prevail.

## 1.5 Associated BSC Procedures

- BSCP501 Supplier Meter Registration Service
- BSCP502 Half Hourly Data Collection for SVA Metering Systems Registered in SMRS
- BSCP504 Non Half Hourly Data Collection for SVA Metering Systems Registered in SMRS
- BSCP520 Unmetered Supplies Registered in SMRS
- BSCP700 Unmetered Supplies Data Services
- BSCP701 Data Retrieval and Processing for Smart Segment Metering Systems Registered in SMRS
- BSCP702 Advanced Data Service
- BSCP704 Unmetered Supplies Operations
- BSCP706 Supplier Meter Registration Service for MHHS Metering Systems

## 1.6 Acronyms and Definitions

### 1.6.1 Acronyms

The terms used in this BSCP are defined as follows.

ADS	Advanced Data Service
BSC	Balancing and Settlement Code
BSCCo	Balancing and Settlement Code Company
BSCP	BSC Procedure
CoA	Change of Agent
CoS	Change of Supplier
CSS	Central Switching Service
DS	Data Service
ISD	Industry Standing Data
LDSO	Licensed Distribution System Operator
MOA	Meter Operator Agent
MDS	Market-wide Data Service
MHHS	Market-wide Half Hourly Settlement
MSID	Metering System ID
REC	Retail Energy Code
SDS	Smart Data Service
SMRA	Supplier Meter Registration Agent
SMRS	Supplier Meter Registration Service
SVA	Supplier Volume Allocation
SVAA	Supplier Volume Allocation Agent
UMSDS	Unmetered Supplies Data Service
<u>UMSO</u>	<u>Unmetered Suppliers Operator</u>
WD	Working Day



## 1.6.2 Definitions

Full definitions of the above acronyms are, where appropriate, included in the BSC.

Forward Migration	The process through which MSIDs will move from Legacy Arrangements to MHHS Arrangements.
Legacy Arrangements	The arrangements in force prior to the start of the <del>Transition</del> <u>Migration</u> Period, set out under the BSC and REC - primarily the Balancing and Settlement Procedures related to Data Collection and the REC Metering Services Schedule.
MHHS Arrangements	The <u>Settlement</u> arrangements <del>for settlement defined</del> under <del>Market Wide Half Hourly Settlement</del> <u>the MHHS Target Operating Model</u> .
Migration Period	<del>The period denoted by the MHHS Programme as occurring</del> <u>The time</u> between Milestone M11 (Start of 1 year migration for UMS/Advanced) and Milestone M15 (Full transition complete) <del>);</del> <u>on the MHHS Implementation Timeline, produced by the MHHS Programme.</u>
MHHS Qualified Party	A <u>BSC</u> Party recognised in ISD as both having passed the relevant System Integration Testing (SIT) and met the BSC Qualification requirements; and declared that their service is operational within the MHHS Arrangements.
Reverse Migration	The process through which MSIDs will move from MHHS Arrangements to <u>Legacy Arrangements.</u>

## 2. Requirements of Suppliers, their Agents and SMRAs

All Suppliers and Agents must make a minimum amount of change, as outlined below, in preparation for the start of the Migration period. This includes Suppliers and Agents that are not planning to be MHHS Qualified at the start of the Migration period. They will still need to be able to follow the process where they are losing customers to a Supplier who is going to migrate them to the MHHS Arrangements via the Migration CoS process.

If ~~non~~-MHHS-Qualified Suppliers intend to ~~Switch~~register consumers that have already migrated to the MHHS Arrangements they will need to operate the Reverse Migration process.

Legacy MOAs and DCs will need to have implemented specific changes, prior to the start of the Migration period, to support Forward and Reverse Migration processes.

The SMRS will operate as the administering service regarding the management of Migration activities. This service will be the definitive record of the status of each MSID in respect to the settlement arrangements under which it is operated.

Within the Migration Period the SMRS will be capable of supporting both Legacy and MHHS MSIDs—~~which~~. It will also ~~include~~support the Migration processes from ~~the~~ Legacy Arrangements to the MHHS Arrangements, and ~~the~~ Reverse Migration ~~from MHHS to~~ Legacy.

### 3. Interface and Timetable Information

#### 3.1 Forward Migration - on Change of Agent

This process applies where a Supplier is Forward Migrating MSIDs to which they are already appointed.

Same day or Retrospective appointments should not be utilised when performing a CoA Migration, with the exception being a resolution of an error

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.1.1	Supplier determines that an MSID is <u>in a fit state</u> to be migrated	Appoint MHHS Agents and notify SMRA	Supplier	SMRA	IF-031/PUB-031 Supplier Service Provider Appointment Request  <del>Service Provider Appointment Scenario = 'MCA'</del>  Effective from date, for appointments, must be between 1-28 days in the future	DIP Interface
3.1.2	On receipt of IF-031/PUB-031, <u>within 60 minutes</u>	Validate appointment request and if valid, issue to incoming MHHS Agents	SMRA	Supplier  Incoming MOA/UMSO and Data Service	IF-032/PUB-032 Supplier Service Provider Appointment Request Response  (and if valid) IF-033/PUB-033 Registration Service Request for Service Appointment	DIP Interface
3.1.3	Once appointment request has been validated by incoming MHHS Agent	Respond to proposed appointment request	Incoming MOA / UMSO  Incoming Data Service	SMRA	IF-034/PUB-034 Service Provider Response to Appointment Request	DIP Interface

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.1.4	On receipt of IF-034/PUB-034, <u>within 60 minutes</u>	Publish response to prospective appointment	SMRA	MOA/ <del>UMSO</del> Data Service Supplier	IF-035/PUB-035 Registration Service Appointment Status Notification	DIP Interface
3.1.5	At overnight batch run following each appointment acceptance	Request Metering System Related Details	SMRA	Outgoing MOA  Outgoing Data Collector	D0170 Request for Metering System Related Details  <del>Request Action Code = '24'</del>	DTN Message
3.1.6	Following receipt of D0170, as per REC Metering Operations Schedule ( <u>not applicable for Smart Meters</u> )	Share MTDs with incoming MOA	Outgoing MOA	Incoming MOA	D0149 Notification of Mapping Details / D0150 Non Half hourly Meter Technical Details (for Traditional Meters)  Or  D0268 Half Hourly Meter Technical Details (for all Advanced Meters)	DTN Message
3.1.7	Within 5WD of receipt of D0170 <u>or within 2WD of appointment effective date, whichever is latest</u> (for HH Advanced Meters and UMS)	Share HH profile data (up to Effective to Date)  3 months of data for Advanced Meters	Outgoing HHDC	Incoming ADS Supplier  LDSO	D0036 Validated Half Hourly Advances for Inclusion in Aggregated Supplier Matrix  And/or  D0275 Validated Half Hourly Advances	DTN Message

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.1.8	Within 5WD of receipt of D0170 <u>or within 2WD of appointment effective date, whichever is latest</u> (for HH Smart Meters)	Share Reads up to and including last day of appointment	Outgoing HHDC	Supplier	D0010 Meter Readings  And/or  D0380 Half Hourly Advances for Inclusion in Aggregated Supplier Matrix	DTN Message
3.1.9	<del>On</del> <u>Within 2WD of</u> receipt of D0149 / D0150 or D0268 (where applicable)	Process MTDs and forward to Supplier and incoming Data Service	Incoming MOA	Supplier  Incoming Data Service	D0149 Notification of Mapping Details / D0150 Non Half hourly Meter Technical Details  Or  D0268 Half Hourly Meter Technical Details	DTN Message
3.1.10	Within 5WD of 3.1.4	Terminate appointments of legacy agents	Supplier	Outgoing MOA <del>/UMSO</del>  Outgoing Data Collector  Outgoing Meter Administrator	D0151 Termination of Appointment or Contract by Supplier  <del>Termination Reason = 'CA'</del>	DTN Message
3.1.11	On <u>the day prior to</u> effective date of switch	Confirm Appointments as effective	SMRA	Supplier  Incoming MOA / UMSO  Incoming Data Service  LDSO	IF-036/PUB-036 Service Provider Notification of Appointment	DIP Interface

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.1.12	On receipt of IF-036/PUB-036, within <del>2WD</del> 120 minutes	Share Inventory Data	UMSO	Incoming UMSDS	D0388 UMS Inventory	DTN Message
3.1.13	If subsequent IF-031/PUB-031 received prior to 3.1.11	Terminate pending appointments	SMRA	Incoming MOA  Incoming Data Service  Supplier	IF-035/PUB-035 Registration Service Appointment Status Notification	DIP Interface
3.1.14	Following 3.1.11, if Supplier has a meter reading obtained in the previous 8 days	Share meter read with outgoing Data Collector	Supplier	Outgoing Data Collector	D0010 Meter Readings  <del>Reading Type = 'Final'</del> <del>Meter Reading Reason Code = '28'</del>	DTN Message
3.1.15	On receipt of both D0170 and D0010, or if no Read has been received by <del>ETD + 1WD</del>	Validate Meter Read or generate deemed Read for Effective To Date (ETD)	Outgoing Data Collector			Internal Process
3.1.16	Following 3.1. <del>13</del> 15	Send Reading to Supplier and LDSO	Outgoing Data Collector	Supplier   LDSO	D0019 Metering System EAC/AA Data <del>+(NHH only)</del>  D0010 Meter Readings  <del>D0010 Meter Readings</del>  <del>Reading Type = 'Final'</del> <del>Meter Reading Reason Code = '28'</del>	DTN Message
3.1.17	Following 3.1. <del>14</del> 16	Forward the Reading to incoming Data Service	Supplier	Incoming Data Service	D0010 Meter Readings  <del>Reading Type = 'Initial'</del> <del>Meter Reading Reason Code = '28'</del>	DTN Message



### 3.2 Forward Migration – on Change of Supplier

This process applies where a Supplier chooses to migrate an MSID coincident with a Switch.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.2.1	Following receipt of CoS request from CSS, within 2WD	Provide site information, registration details of the old Supplier, and confirmation of Meter Point Registration to New Supplier	SMRA	New Supplier	IF-002/PUB-002 Notification to New Supplier of Site Information  And  D0217 Confirmation of the Registration of a Metering Point / D260 Notification <del>from</del> MPAS of Old Supplier Registration Details (within 1 WD of IF-002/PUB-002)	DIP Interface          DTN Message
3.2.2	Within 2WD following receipt of both IF-002/PUB-002 and D0217/D0260	Supplier chooses whether to migrate MSID or continue operating under Legacy Arrangements (if permitted). If not migrating then Legacy Arrangements should be followed.	New Supplier			Internal Process
<u>3.2.3</u>	<u>Following 3.2.2 where migration is happening, within 60 minutes</u>	<u>Appoint MHHS Agents</u>	<u>New Supplier</u>	<u>SMRA</u>	<u>IF-031/PUB-031 Supplier Service Provider Appointment Request</u>	<u>DIP Interface</u>



REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.2.34	Following 3.2.2 On receipt of IF-031/PUB-031, within 60 minutes	<del>Appoint</del> Validate appointment request and if valid, issue to incoming MHHS Agents	SMRA  <del>New Supplier</del>	SMRA Supplier  Incoming MOA/UMSO and Data Service	IF-031/PUB-032 Supplier Service Provider Appointment Request <del>Response</del>  (and if valid) IF-033/PUB-033 Registration Service Provider Request for Service Appointment <del>Scenario – ‘MCS’ and ‘MCA’</del>	DIP Interface
3.2.45	Once appointment request has been validated by incoming Legacy MHHS Agent	Respond to proposed appointment request	Incoming MOA / UMISO  Incoming Data Service	SMRA	IF-034/PUB-034 Service Provider Response to Appointment Request	DIP Interface
3.2.56	At overnight batch run following each appointment acceptance	Request Metering System Related Details	SMRA	Outgoing MOA  Outgoing Data Collector	D0170 Request for Metering System Related Details  <del>Request Action Code – ‘25’</del>	DTN Message
3.2.67	Following appointment acceptances, by effective date of Switch	Terminate appointments of Legacy Agents	Old Supplier	Outgoing MOA / UMISO  Outgoing Data Collector  Outgoing Meter Administrator	D0151 Termination of Appointment or Contract by Supplier  <del>Termination Reason – ‘LC’</del>  <del>‘New Supplier ID’ must be populated</del>	DTN Message

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.2.78	Following receipt of D0170, as per REC Metering Operations Schedule	Share MTDs with incoming MOA <u>(not applicable for Smart Meters)</u>	Outgoing MOA	Incoming MOA	D0149 Notification of Mapping Details / D0150 Non Half hourly Meter Technical Details (for Traditional Meters)  Or  D0268 Half Hourly Meter Technical Details (for all Advanced Meters)	DTN Message
3.2.89	Within 5WD of receipt of D0170 <u>or within 2WD of appointment effective date, whichever is latest</u> (for HH Advanced Meters and UMS)	Share HH profile data (up to Effective to Date)  3 months of data for Advanced Meters <u>(to ADS only)</u>	Outgoing HHDC	Incoming ADS    Old Supplier  LDSO	D0036 Validated Half Hourly Advances for Inclusion in Aggregated Supplier Matrix  And optionally  D0275 Validated Half Hourly Advances	DTN Message
3.2.91 0	Within 5WD of receipt of D0170 <u>or within 2WD of appointment effective date, whichever is latest</u> (for HH Smart Meters)	Share Reads up to and including last day of appointment	Outgoing HHDC	Old Supplier	D0010 Meter Readings  And/or  D0380 Half Hourly Advances for Inclusion in Aggregated Supplier Matrix	DTN Message

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.2. <del>10</del> <u>11</u>	Within 5WD of receipt of D0170 <del>(other or within 2WD of appointment effective date, whichever is latest (NHH Smart or NHH Advanced Metering Systems)</del>	Retrieve Reading and validate, or generate deemed Read, for Effective to Date.	Outgoing NHHDC	LDSO  Old Supplier	D0086 Notification of Change of Supplier Readings  And  D0019 Metering System EAC/AA Data	DTN Message
3.2. <del>11</del> <u>12</u>	<del>On</del> Within 2WD of receipt of D0149 / D0150 or D0268 (where applicable)	Process MTDs and send to Supplier and incoming Data Service	Incoming MOA	New Supplier  Incoming Data Service	D0149 Notification of Mapping Details / D0150 Non Half hourly Meter Technical Details  Or  D0268 Half Hourly Meter Technical Details	DTN Message
3.2. <del>12</del> <u>13</u>	On EFD of Switch	Confirm Appointments as effective	SMRA	New Supplier  Incoming MOA / UMISO  Incoming Data Service  LDSO	IF-036/PUB-036 Service Provider Notification of Appointment	DIP Interface
3.2. <del>13</del> <u>14</u>	On receipt of IF-036/PUB-036, within <del>1WD</del> <u>120 minutes</u>	Share Inventory Data	UMSO	Incoming UMSDS	D0388 UMS Inventory	DTN Message

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.2. <del>14</del> <u>15</u>	Following 3.2. <del>13</del> 13 (NHH Smart Meters), within 1WD	Retrieve <u>EFD</u> Midnight Reads ( <u>UTC</u> ) for all registers and share with Supplier. <u>If meter is not communicating, then cumulative register reading should be estimated and shared.</u>	Incoming Data Service	New Supplier	IF-041/PUB-041 Smart/Advanced Readings	DIP Interface
3.2. <del>15</del> <u>16</u>	Following 3.2. <del>13</del> 13, within 1WD	<del>Share</del> <u>Validate and share</u> CoS Read with old supplier	New Supplier	Old Supplier	D0010 Meter Readings <del>Reading Type = 'Initial'</del> <del>Meter Reading Reason Code = '29'</del>	DTN Message
3.2. <del>16</del> <u>17</u>	Following 3.2. <del>15</del> 16, within 1WD	Validate CoS read and share with Outgoing Data Collector	Old Supplier	Outgoing Data Collector	D0010 Meter Readings <del>Reading Type = 'Final'</del> <del>Meter Reading Reason Code = '29'</del>	DTN Message
3.2. <del>17</del> <u>18</u>	On receipt of both D0170 and D0010, or if no Read has been received within 2WD	Validate Meter Read or generate deemed Read for Effective To Date	Outgoing Data Collector			Internal Process
3.2. <del>18</del> <u>19</u>	Following 3.1. <del>17</del> 18, within 1WD	Send Reading to Supplier and LDSO	Outgoing Data Collector	<u>LDSO</u>  Old Supplier  <u>LDSO</u>	<del>D0019 Metering System EAC/AA Data</del> / D0086 Notification of Change of Supplier Readings  <u>D0019 Metering System EAC/AA Data</u>  <u>Or, for HH Metering Systems:</u>  <u>D0036 Validated Half Hourly Advances for Inclusion in Aggregated Supplier Matrix / D00275 Validated Half Hourly Advances</u>	DTN Message

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
<u>3.2.20</u>	<u>Following 3.1.19, within 1WD</u>	<u>Share reading with new Supplier</u>	<u>Old Supplier</u>	<u>New Supplier</u>	<u>D0010 Meter Readings</u>	<u>DTN Message</u>
<u>3.2.21</u>	<u>Following 3.1.20, within 1WD</u>	<u>Share reading with incoming Data Service</u>	<u>New Supplier</u>	<u>Incoming Data Service</u>	<u>D0010 Meter Readings</u>	<u>DTN Message</u>

### 3.3 Reverse Migration – ~~in~~on Change of Supplier

**Initiating** Reverse Migration is only permitted prior to Milestone M14 (one way gate). This process applies where a non-MHHS Qualified Supplier switches a MHHS MSID.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3.1	Following receipt of CoS notification from CSS, within 2WD	Validate status of MSID and prospective Supplier. If an MHHS MSID is being Switched to a non-MHHS-Qualified Supplier, then  Provide site information, registration details of the old Supplier, and confirmation <del>of the Meter Point</del> <b>Registration is Registered</b> to New Supplier	SMRA	New Supplier	D0217 Confirmation of the Registration of a Metering Point / D0260 Notification from MPAS of Old Supplier Registration Details	DTN Message
3.3.2	Following receipt of Registration details, within 2WD	Appoint legacy agents	New Supplier	Incoming DC / MA  Incoming MOA  Incoming DA	D0155 Notification of Meter Operator or Data Collector Appointment and Terms  <del>Service Reference = 'REVM'</del> <del>Service Level Reference = 'REVM'</del>  D0153 Notification of Data Aggregator Appointment and Terms	DTN Message or other agreed method

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3.3	After processing D0155s, within 2WD	Accept <u>(or reject)</u> appointments	Incoming DC  Incoming MOA  Incoming DA	New Supplier	D0011 Agreement of Contractual Terms  <u>Or, for rejection:</u>  <u>D0261 Rejection of Agent Appointment</u>	DTN Message
3.3.4	Following receipt of D0011s, within 2WD	Update Agent appointment details.  <u>If D0205 is not received before SMRA sends IF-003 (3.3.9) then the IF-003 will not contain the identities of incoming DC and MOA.</u>	New Supplier	SMRA  Incoming DC	D0205 Update Registration Details  (where applicable) D0052 Affirmation of Metering System Settlement Details	DTN Message
3.3.5	Following 3.3.3 within <del>2WD</del> <u>5WD</u> , if D0205 does not contain details of incoming MOA	Request incoming MOA to share details with outgoing MOA	New Supplier	Incoming MOA		Bilaterally Agreed
3.3.6	Within 2WD of 3.3.5	Share incoming MOA and Data Collector <u>appointment</u> details	Incoming MOA	Outgoing MOA		Bilaterally Agreed

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3.7	Within 5WD of 3.3.6	Send MTDs to incoming MOA and Data Collector	Outgoing MOA	Incoming MOA  Incoming Data Collector		Bilaterally Agreed
3.3.8	When CoS secured	Receive Secured Active	CSS	SMRA		
3.3.9	At 18:00 following Secured Active	Issue de-appointment notifications for Metering and Data Services	SMRA	Outgoing MOA  Outgoing Data Service  Old Supplier  LDSO  <del>UMSO</del>  BSC Central Services	IF-003/PUB-003 Notification of Reverse Migration and De-Appointment  If D0205 is not received before IF-003 is sent, then the data fields will not contain the identities of incoming DC and MOA.	DIP Interface



REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3.10	After receiving IF-003/PUB-003 <u>and MA appointment is confirmed</u> , within 2WD	Transfer Inventory Data	UMSO	Incoming MA	D0388 UMS Inventory	DTN Message
3.3.11	After receiving IF-003/PUB-003, as per REC Metering Schedule	Issue MTDs	Outgoing MOA	New Supplier  Incoming MOA	<u>skeleton</u> D0150 Non Half-hourly Meter Technical Details <del>skeleton</del> (for Smart Meters)  D0149 Notification of Mapping Details / D0150 Non Half-hourly Meter Technical Details (for Traditional Meters)  D0268 Half Hourly Meter Technical Details and where applicable D0383 Notification of Commissioning Information / D0384 Notification of Commissioning Status (for Advanced Meters)	DTN Interface
3.3.12	On receiving skeleton D0150, within 2WD	Send Smart Meter configuration details	New Supplier	Incoming MOA	D0367 Smart Meter Configuration Details	DTN Interface
3.3.13	Following receipt of D0150 & D0367 <u>or D0268</u> , within 2WD	Share MTDs	Incoming MOA	New Supplier  Incoming DC	D0149 Notification of Mapping Details / D0150 Non Half-hourly Meter Technical Details / D0268 Half Hourly Meter Technical Details	DTN interface

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3.14	In parallel with 3.3.12 for Traditional Meters	Attempt CoS read via customer own read and share	New Supplier	Old Supplier	D0010 Meter Readings  <del>Reading Type = 'Initial'</del> <del>Meter Reading Reason Code = '30'</del>	DTN Message
3.3.15	In parallel with 3.3. <del>12</del> <u>13</u> for NHH Advanced Meters	Remotely retrieve reading and share	Incoming NHHDC	LDSO  <del>New Supplier</del>	D0010 Meter Readings And [Supplier only] D0019 Metering System EAC/AA Data	DTN Message
3.3.16	In parallel with 3.3. <del>12</del> <u>13</u> for HH Advanced Meters	Start collecting data from start of appointment period	Incoming HHDC			Internal Process
3.3.17	<del>In parallel with</del> Within <u>2WD</u> of 3.3. <del>12</del> <u>29</u> for Smart Meters	Take reading from Daily Read Log and share. <u>If meter is not communicating, then cumulative register reading should be estimated and shared.</u>	Outgoing SDS	Old Supplier  LDSO	IF-041/PUB-041	DIP Interface
3.3.18	Within 5 days of CoS	Validate and re-share CoS Read. If CoS Read was not received, then create CoS Read and share.	Old Supplier	Outgoing Data Service ( <del>except for Smart Meters</del> )  New Supplier	D0010 Meter Readings  <del>Reading Type = 'Final'</del> <del>Meter Reading Reason Code = '30'</del>	DTN Message

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3.19	On receipt of D0010 from Old Supplier	Close out Settlements to Effective to Date	Outgoing Data Service			Internal Process
3.3.20	On receipt of D0010 from Old Supplier	Share with DC	New Supplier	Incoming Data Collector	D0010 Meter Readings <del>Reading Type = 'Initial'</del> <del>Meter Reading Reason Code = '30'</del>	DTN Message
3.3.21	On receipt of D0010 from New Supplier	Send initial reads to LDSO	Incoming Data Collector	LDSO  New Supplier	<del>D0019 Metering System EAC/AA Data</del>  D0086 Notification of Change of Supplier Readings  <u>D0019 Metering System EAC/AA Data</u>  <u>Or, for HH Metering Systems:</u>  <u>D0036 Validated Half Hourly Advances for Inclusion in Aggregated Supplier Matrix / D00275 Validated Half Hourly Advances</u>	DTN Message

## 4. Appendices

### 4.1 Exceptions to the Standard Migration Processes

#### 4.1.1 Related MSIDs

Related MSIDs should generally follow the processes described in Section 3 though there are some specific differences:

- IF-0031 appointment requests can only be accepted for the primary MSID;
- Following each appointment request for the primary MSID, SMRS will send IF-0036s to appoint the requested agent to primary and secondary MSIDs; and
- Reverse migration happens on CoS to a non-MHHS Qualified Supplier. Pending CoS registration must be received for all MSIDs separately. Reverse migration completes when all Secured Active notifications are sent.

#### 4.1.2 Import/Export MSIDs

Import and Export MSIDs migrate independently however they must follow slightly different processes to those described in Section 3:

- SMRS performs a daily scan where both linked Import and Export MSIDs are migrated. (An MSID is considered migrated as when either MOA or Data Service had been confirmed via IF-0036);
- Where there is a difference in agents appointed the export MSID will have a replacement agent automatically appointed, as appropriate, by the IF-0036. (For all Meter types, the same MOA is required for both Import and Export. For Advanced Meters, there is the additional requirement to use the same Data Service for both Import and Export); and
- Reverse migration also can happen independently for import and export MSIDs.