

The proposed changes are detailed below.

**BSCP 515 Page 39. 3.7 Disconnection of a SVA Metering System**

Prior to any SVA disconnection, ~~the metering system must be de-energised in accordance with Section 3.6.~~ the Supplier will normally instruct their MOA to de-energise the Metering System in accordance with Section 3.6 ‘De-energisation of a Metering System (SVA Only)’. Where this has not occurred prior to the disconnection request, the LDSO may reject the disconnection request or, if the disconnection needs to be carried out at short notice, liaise with the appointed MOA to arrange for removal and recovery of the Meter and sending of the necessary flows.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.7.1	At request of Supplier, or as required.	Supplier requests disconnection of Metering System.	Supplier	LDSO	D0132 Request for Disconnection of Supply.	Electronic or other method as agreed.
3.7.2	If request rejected	Notify Supplier of rejection of disconnection request.	LDSO	Supplier	D0262 Rejection of Disconnection.	Electronic or other method as agreed.
3.7.3	If request accepted	Disconnect Metering System and notify SMRA, proceeding in accordance with BSCP501. <sup>15</sup>	LDSO	SMRA	BSCP501 Suppler Meter Registration Service.	BSCP501
3.7.4	If Meter still present at time of disconnection then within 10WD of the disconnection. <sup>1</sup>	Liaise with MOA to agree arrangements for removal and recovery of Meter.	LDSO	MOA	Location of Meter and arrangements for removal / delivery / collection.	Telephone/Fax/Email/Post or other method as agreed.

<sup>1</sup> Where time allows, this liaison activity may precede the disconnection in step 3.7.3

**BSCP 514 Page 96. 5.3.3 Removal of a Metering System**

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
5.3.3.4	Within 5WD of removing MS or of receiving notification from the LDSO that a Metering System was disconnected.	<p>Liaise with LDSO to recover Meter if necessary.</p> <p>Send MTD and notification that the MS has been removed <sup>47</sup></p> <p>Send final Meter register reading or notification that Meter register reading not obtainable.</p>	HHMOA	<p>LDSO</p> <p>Supplier/ HHDC/ LDSO</p> <p>HHDC</p>	<p>D0268 Half Hourly Meter Technical Details.</p> <p>If site is Complex, send Complex Site Supplementary Information Form. Refer to Appendix 8.4 Guide to Complex Sites.</p> <p>D0010 Meter Readings or D0002 Fault Resolution Report or Request for Decision on Further Action.</p>	<p>Telephone/Fax/email/letter</p> <p>Electronic or other method as agreed.</p> <p>Electronic or other method as agreed.</p>

**BSCP 514 Page 132. 6.3.3 Removal of a Metering System**

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
6.3.3.4	Within 10WD of removing MS or of receiving notification from the LDSO that a Metering System was disconnected.	<p>Liaise with LDSO to recover Meter if necessary.</p> <p>Send MTD and notification that the MS has been removed <sup>47</sup></p> <p>Send final Meter register reading or notification that Meter register reading not obtainable</p>	NHHMOA	<p>LDSO</p> <p>Supplier/ NHHDC/ LDSO</p> <p>NHHDC</p>	<p>D0150 Non-Half-Hourly Meter Technical Details</p> <p>D0010 Meter Readings or D0002 Fault Resolution Report or Request for Decision on Further Action.</p>	<p>Telephone/Fax/email/letter</p> <p>Electronic or other method as agreed.</p> <p>Electronic or other method as agree</p>