Balancing and Settlement Code

BSC PROCEDURE

Registration of Metering Systems for Central Volume Allocation

BSCP20

Version 18.0~~Version 17.0~~

Date: 28 February 2019~~28 June 2012~~

BSC PROCEDURE 20

relating to

REGISTRATION OF METERING SYSTEMS FOR CENTRAL VOLUME ALLOCATION

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 20, Version 18.0Version 17.0 relating to Registration of Metering System for Central Volume Allocation.

3. This BSC Procedure is effective from 28 February 2019~~28 June 2012~~

4. This BSC Procedure has been approved by the Panel.

AMENDMENT RECORD

VERSION	DATE	DESCRIPTION OF CHANGES	CRs INCLUDED	MODS PANEL REF
1.0	Code Effective Date	Designated version	n/a	n/a
2.0	14/12/2000	Work outstanding at Go Active resolution of inconsistencies inclusion of consultation comments	205, 224	09/006
3.0	22 February 2001	Provision of Meter System and Outstation registration and technical details to TC	171	13/007
4.0	13/08/2002	Change Proposals for BSC Systems Release 2	CP567, 569, 615, 521, 546, 726, 780	ISG 16/166, 1SG 18/193
5.0		Change Proposals for CDCA Improvement Project, P55/CP753 and December 02 Release	CP637, CP780, P55, CP753	
6.0	24/06/2003	Remove Proving Tests – following introduction of new BSCP02	CP821	ISG/17/176
7.0	01/08/2003	Approved Modification P62 for June 03 Release	P62	P62 48/003
8.0	15/03/2004	Change Proposal CP1027	CP1027	ISG/37/414
9.0	30/06/2004	Change Proposals for the CVA Programme June-04 Release.	CP940 CP971 CP946	ISG/40/003
10.0	23/02/2005	CVA Programme Feb 05 Release	BETTA 6.3, P159, CP1049	17/08/2004
11.0	02/11/2005	CVA Programme November 05 Release	CP1108 P192	ISG52/003 P96/004
12.0	28/06/2006	June 06 Release	P190	ISG/64/001
13.0	23/08/2007	P197 Release	P197	
14.0	28/02/08	February 08 Release	CP1201	ISG81/01 SVG81/01
15.0	26/06/08	June 08 Release	CP1223	SVG84/02, ISG84/01, TDC109/01, PAB84/11
16.0	26/02/09	February 09 Release	CP1255	ISG93/02
17.0	28/06/12	June 2012 Release	CP1357	ISG131/02
18.0	28/02/19	February 2019 Release	P344	Panel 284C/01

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1 Introduction

1.1 Purpose and Scope of the Procedure

This BSC Procedure (BSCP) provides for the Registration and De-registration of Metering Systems. This ensures that no Metering Systems are unaccounted for in the Settlement process. This BSCP also provides for the Registration of Metering Systems under BSCP68 'Transfer of Registration of Metering Systems between CMRS and SMRS'.

The Metering Systems involved are all those from which the Central Data Collection Agent (CDCA) collects data. This covers Generator Metering Systems, Interconnector Metering Systems, Metering Systems recording the demand from customers directly connected to the Transmission System, Metering Systems associated with Grid Supply Point (GSP) Group circuits and Metering Systems associated with Systems Connection Point and Exemptable Generating Plants.

Any references to Commissioning Tests and Proving Tests in this BSCP are covered in Code of Practice Four (Code of Practice for the Calibration, Testing and Commissioning Requirements of Metering Equipment for Settlement Purposes) and BSCP02 (Proving Test Requirements for Central Volume Allocation Metering Systems), respectively.

All Metering Systems must be uniquely identified to ensure that the data collected from each Metering System is correctly allocated within the various processes under the Code.

Excluded from this BSCP are all Metering Systems that are registered in the Supplier Meter Registration Service (SMRS) and are used for Trading.

Any references to the Registration and de-registration of Boundary Points and System Connection Points are covered in BSCP25 'Registration of Transmission System Boundary Points, Grid Supply Points, GSP Groups and Distribution Systems Connection Points.

1.2 Main Users of the Procedure and their Responsibilities

The main users of this procedure are:

i) REGISTRANT:

- Becoming the Registrant of a Metering System;
- Appointing the Meter Operator Agent (MOA) for a Metering System;
- Wishing to object to the registration of a new Registrant;
- Ceasing to act as Registrant of a Metering System.
- As a License Exempt Generator (LEG) wishing to register either Export Metering Systems or Export and Import Metering Systems.

ii) METER OPERATOR AGENT:

- Undertaking to perform the tasks of the MOA;

iii) The CRA in maintaining the Register of Metering Systems insofar as it refers to Registrants and MOA of those Metering Systems;

iv) The CDCA in registering the information to ensure the correct set up within the data collection system.

1.3 Key Milestones

The key milestones in this procedure are:

- Detailed notification of 'change to' or 'new' Registrant/MOA associated with Metering System at least 20WD prior to the Registration Effective From Date (REFD); or at a time otherwise agreed upon by all parties concerned.
- Issue of relevant Standing Data to Registrant as confirmation of implementation before REFD;
- Relay any objection before the REFD.

Suppliers that have Customers directly connected to the Transmission System can register and de-register the Primary BM Unit associated with that Customer premises within 5WD in limited circumstances in accordance with BSCP15.

1.4 Balancing and Settlement Code Provision

This BSCP should be read in conjunction with the Code and in particular Sections K, L and R. This BSCP has been produced in accordance with the provisions of 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

This procedure interfaces with the following BSCPs:

BSCP02	Proving Test Requirements for Central Volume Allocation Metering Systems
BSCP06	CVA Meter Operations for Metering Systems Registered in CMRS
BSCP15	BM Unit Registration
BSCP25	Registration of Transmission System Boundary Points, Grid Supply Points, GSP Groups and Distribution Systems Connection Points
BSCP27	Technical Assurance of Half Hourly Metering Systems for Settlement Purposes
BSCP32	Metering Dispensation
BSCP38	Authorisations
BSCP68	Transfer of Registrations of Metering Systems Between CMRS and SMRS
BSCP75	Registration of Meter Aggregation Rules for Volume Allocation Units

BSCP501	Supplier Meter Registration Service
BSCP515	Licensed Distribution
BSCP537	Qualification Process for SVA Parties, SVA Party Agents and CVA MOAs

1.6 Compliance with Code of Practice

Where the registration of a Metering System requires a dispensation against the relevant Code of Practice effective at that time, the Registrant shall ensure that the required consents have been obtained in accordance with BSCP32 prior to the commencement of the registration process in this BSCP20. No registrations of non-compliant Metering Systems shall be accepted without a valid dispensation.

1.7 Other

Any backdating of appointments or registrations must be by bilateral agreement between parties concerned and may not be included in the Registration System retrospectively.

Registrants must take into account any preliminary agreements (e.g. Use of System Agreements or Connection Agreements) that may be required before attempting to register a Metering System in accordance with this BSCP. Similarly, Registrants and MOAs shall take into account, in accordance with BSCP02, the requirements for Proving Tests prior to the REFD in the registration.

A Registrant registering a MOA as part of their registration process may only register a Qualified MOA. MOAs are Qualified under BSCP537 – Qualification Process for SVA Parties, SVA Party Agents and CVA MOAs.

Where the Export Metering System at an Exemptable Generating Plant is Registered in CMRS and the associated Import Metering System is registered in SMRS, the Registrant of the Export Metering System shall ensure that the same MOA is appointed for both the Export and Import Metering Equipment and that the nominated MOA is appropriately Qualified. The Registration of the Import Metering System in SMRS is outside the scope of this BSCP and is covered in BSCP501.

2 Acronyms and Definitions

2.1 List of Acronyms

The following is a list of acronyms used in BSCP20:

BSCCo	Balancing and Settlement Code Company
BSCP	Balancing and Settlement Code Procedure
BST	British Summer Time
CDCA	Central Data Collection Agent
CMRS	Central Meter Registration Service
CoPBLP	Change of Primary BM Unit Lead Party
CoP	Code of Practice
CRA	Central Registration Agent
CT	Current Transformer
CVA	Central Volume Allocation
EFD	Effective From Date
GSP	Grid Supply Point
LDSO	Licensed Distribution System Operator
LEG	License Exempt Generator
MOA	Meter Operator Agent
MSID	Metering System Identifier
MSN	Meter Serial Number
MTD	Meter Technical Details
PSTN	Public Switched Telephone Network
REFD	Registration Effective From Date
RETD	Registration Effective To Date
SMRS	Supplier Meter Registration Service
SVA	Supplier Volume Allocation
TC	Transmission Company
VT	Voltage Transformer
WD	Working Day

2.2 List of Definitions

Full definitions of the above acronyms in Section 2.1 are included in the Code.

Registration Effective From Date (REFD)	The Settlement day from which the Metering System is to be utilised for trade.
Registration Effective To Date (RETD)	The final Settlement day that the Metering System is to be utilised for trade.
Instation	A computer system which collects or receives data remotely on a routine basis from selected Outstations by a Data Collector.
REGISTRATION SYSTEMS	The systems(s) used by the CRA and CDCA to fulfil their obligations in respect of registration under the Code.
NOMINATED LICENSED DISTRIBUTION SYSTEM OPERATOR	The Nominated LDSO is the LDSO who has obligations to submit the GSP Group Metered Volume Aggregation Rules. For the avoidance of doubt, the Nominated LDSO is the LDSO who was responsible for each GSP Group on 01 August 2003 or the Scottish Distribution Licensee in respect of that Bulk Supply Point Group under the Settlement Agreement for Scotland on 1 August 2003.
EFD	The date that a specified change comes into effect

3 Interface and Timetable Information

3.1 Registration of New Metering System[1]

This process shall not apply where a Metering System is being transferred from one Party to another as part of the CVA Primary BM Unit ~~CoBLP~~CoPBLP process in BSCP15 which defines the process for transferring the ownership of Metering Systems in such circumstances.

REF	WHEN[2]	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.1.1[3]	At least 20WD before REFD of Boundary / Systems Connection Point	Provide registration data of Boundary Point or Systems Connection Point[1] at location of new Metering System as registered according to BSCP25.	LDSOs / TC (as appropriate)	CRA	Details as provided in BSCP25/5.1 (Registration/De-registration of Transmission System Boundary Point) or BSCP25/5.2 (Registration of Distribution Systems Connection Point)	Fax/Email
3.1.2	On receipt of 3.1.1	Forward registration details of Boundary / Systems Connection Point to BSCCo Where the LDSO specified on the BSCP25/5.2 form is not the Nominated LDSO for the GSP Group, CRA should also inform the Nominated LDSO of the registration	CRA	BSCCo / Nominated LDSO	As submitted in 3.1.1	Fax/Email

[1] Where the New Metering System is associated with an Exemptable Generating Plant and the Import Meter(s) is Registered in SMRS, refer to process 3.8 'Registration of a New Metering System which is associated with Exemptable Generating Plant and where the Import Meter(s) is Registered in SMRS'

[2] The timescales in this process may vary when there is a transfer of registration as outlined in BSCP68. In this instance, the timescales in BSCP68 should be followed.

[3] Suppliers that have Customers directly connected to the Transmission System can register and de-register the Primary BM Unit associated with that Customer premises within 5WD in limited circumstances in accordance with BSCP15

REF	WHEN[2]	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.1.3	At least 20WD before the REFD of the Metering System	Provide registration data of Metering System[4]	Registrant	CRA	BSCP20/4.1, Registration of Metering System signed by an authorised person, registered as such via BSCP38 Or CRA-I031 Metering System Data[5]	Fax /Email /Post Electronic
3.1.4	On receipt of notice in 3.1.3	Check that the Registrant is a valid Party or is to become a Party before or on the REFD with the BSCCo	CRA	Internal/ BSCCo (as appropriate)	Registrant of the proposed Metering System	Fax/Internal (as appropriate)
3.1.5	On receipt of notice in 3.1.3	Check that the MOA is registered.	CRA		MOA of the proposed Metering System	Internal Process
3.1.6	Within 1WD of receipt of 3.1.3	Allocate a MSID to the Metering System and notify Registrant, MOA and CDCA. (The Registration Report CRA-I014 will be circulated at the end of each day once the change or registration has been input into the CRA system)	CRA	Registrant CDCA MOA	MSID of Metering System using data as submitted in 3.1.3	Fax/Email
3.1.7	Within 2WD of receipt from 3.1.6	The MOA may object to the registration on the understanding that they are not the MOA for the Metering System.	MOA	CRA	MOA details why they are not the MOA for the Metering System.	Fax/Email
3.1.8	Where an objection has been raised by the MOA.	The CRA shall notify the Registrant that the MOA has objected to the registration and therefore registration has been rejected.	CRA	Registrant	MOA objection details.	Fax/Email

[4] In the event that the Metering System is at a Systems Connection Point between two Distribution Systems, the owners of each Distribution System must agree on the identity of the Registrant using Form BSCP20/4.1
[5] Where the Electronic flow CRA-I031 is used to register a Metering System the Registrant will need to confirm manually (email/Fax/Post) whether it is the Metering System owner or that it has obtained the Metering System owners consent

REF	WHEN[2]	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.1.9	At least 16WD prior to REFD and after receipt of MSID allocation.	If no objections to the registration, provide Meter Technical Details.	MOA or Registrant	CDCA	BSCP20/4.3, Registration of Meter Technical Details Signed by an authorised person, registered as such via BSCP38 (CDCA-I003 Meter Technical Details)	Fax/Post/Email
3.1.10	Within 1WD of receipt of 3.1.9	CDCA to validate the Meter Technical Details provided by the MOA or Registrant and inform MOA or Registrant of any discrepancies.[6]	CDCA	MOA or Registrant	Meter Technical Details (CDCA-I051)	Fax/Email
3.1.11	In accordance with BSCP02	Carry out Proving Tests[7]	MOA	CDCA	Refer to BSCP02	
3.1.12	Prior to REFD	Provide Metering Technical Details Report of data entered into system and Registrant to confirm accuracy.	CDCA	Registrant, MOA, TC and if appropriate relevant LDSO	Meter Technical Details Report (CDCA-I051).	Fax/Post/Email
3.1.13	Prior to REFD	Once the requirements of the relevant conditions set out in Section K.2.2.4 of the BSC have been fulfilled, provide registration reports of data entered into system and Registrant to confirm accuracy	CRA	Registrant TC	Registration reports of data entered into systems – Registration Report (CRA-I014), NGC Standing Data Report (CRA – I028).	Electronic

[6] Where the Meter Technical Details are not valid the registration will be rejected, and the MOAs or Registrant will be required to resubmit the Meter Technical Details under step 3.1.9.
[7] The MOA shall seal the new Metering System in accordance with BSCP06

3.2 De-Register Metering System

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.2.1	At least 20WD before relevant de-registration REFD	If appropriate, send Boundary Point or Systems Connection Point de-registration request to CRA	LDSOs / TC (as appropriate)	CRA	BSCP25/5.1 Registration/De-registration of Transmission System Boundary Point or BSCP25/5.5 De-registration of Distribution System Connection Point	Fax/Email
3.2.2	Upon receipt of 3.2.1	Check that the details in the de-registration request are consistent with those in the CRA records and forward to BSCCo. Where appropriate, the LDSO specified on the BSCP25/5.52 form is not the nominated LDSO for the GSP group, CRA should also inform the Nominated LDSO of the de-registration	CRA	BSCCo / LDSO		Fax/Email
3.2.3~~3~~	At least 20WD before ceasing to be Registrant	In the event of a Registrant ceasing to be Registrant (other than where he is being replaced by a change of Registrant) notification must be given	Registrant	CRA	BSCP20/4.7, De-Register Metering System, signed by authorised person, registered via BSCP38 Certificate of Disconnection[8] Or CRA-I031 Metering Systems Data	Fax/Email/Post Electronic
3.2.4	On receipt of notice in 3.2.3	If the de-registration relates to **only** the **Export MSID(s)** at an Exemptable Generating Plant, CRA to inform BSCCo.	CRA	BSCCo	BSCP20/4.7: De-Register Metering System	Fax/ Email

[8] Certificate of disconnection is only required where the circuit being de-registered has been disconnected and there is no potential for electricity transfer. Where the circuit is to be registered in Supplier Metering Registration System (SMRS) for trade purposes the certificate of disconnection is not required but the effective date in SMRS shall be required from Supplier Metering Registration Agent. The Certificate of Disconnection is only required prior to the Effective To date.

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.2.5	On receipt of notice in 3.2.3	BSCCo to check that the RETD is the same as that for the related Import MSID(s) at an Exemptable Generating Plant in the relevant SMRS, or that the Export MSID(s) at an Exemptable Generating Plant are being transferred to SMRS.	BSCCo	Relevant LDSO	Check RETD with relevant SMRA **Note:** Relevant SMRA will be identified on BSCP20/4.7 from 'LDSO Id'	Fax/ Email
3.2.6	Within 1WD of notification in 3.2.4	If checks in 3.2.5 are unsatisfactory confirm de-registration details with Registrant.	BSCCo	Registrant	Confirm that information on BSCP20/4.7: De-Register Metering System is correct	Telephone/ Fax / Email
3.2.7	Within 1WD of notification in 3.2.4	If checks in 3.2.5 are satisfactory inform CRA to continue with de-registration.	BSCCo	CRA	Notification that de-registration of Export MSID(s) only can proceed	Fax/ Email
3.2.8	At the same time as 3.2.7	BSCCo to update internal records.	BSCCo		Update records for Metering Equipment at an Exemptable Generating Plant comprised in both an SVA Metering System and a CVA Metering System	Internal Process
3.2.9	Within 2WD of receipt of notice in Ref 3.2.3 above	Notify CDCA of the intended De-Registration of Metering System	CRA	CDCA	De-Registration Metering System details and RETD	Electronic
3.2.10	Prior to RETD	Amend register with Metering System details.	CRA	Registrant TC	Registration reports containing details (where required updated RETD). Registration report (CRA – I014), NGC Standing Data Report (CRA – I028).	Electronic

3.3 Change of Registrant of Metering System[9]

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.3.1	At least 20WD before REFD	Provide Registration data of Metering System	New Registrant	CRA Existing Registrant	BSCP20/4.1, Registration of Metering System signed by an authorised person, registered as such via BSCP38 Or CRA-I031 Metering System Data	Fax/Email Electronic
3.3.2	Within 1WD of receipt of notice in Ref 3.3.1	Notify CDCA of the intended Change of Registrant of Metering System	CRA	CDCA	Registration Metering System details and REFD	Fax/Email
3.3.3	Within 5WD of 3.3.1	The Existing Registrant returns form BSCP20/4.6 if they have any objections	Existing Registrant	CRA New Registrant	BSCP20/4.6, Objection to change of Metering System Registration	Fax /Email
3.3.4	Within 1WD of receipt of objection in 3.3.3	If the Existing Registrant objects the CRA must refer the matter to BSCCo to resolve.[10]	CRA	BSCCo	Details of registration and objection including copies of relevant forms	Post/Fax/Email/ Electronic
3.3.5	At the same time as 3.3.4	Inform CDCA of the objection to the Metering System registration and leave pending	CRA	CDCA	Objection of Metering System registration	Fax/Email
3.3.6	Prior to REFD	If no objection to the registration has been received, or any objection has been resolved, update and send details of Metering Systems to be effective on REFD.	CRA	Registrant TC	Registration reports of data entered into the system Registration report (CRA – I014), NGC Standing Data Report (CRA – I028).	Electronic

9 This process shall not apply where a Metering System is being transferred from one Party to another as part of the CVA Primary BM Unit CoPBLP in BSCP15 which defines the process for transferring the ownership of Metering Systems in such circumstances.

10 If the registration is objected to, the new registration will not be accepted and the current Registrant shall remain until the objection is resolved

3.4 Change of Meter Operator Agent

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.4.1	At least 20WD before REFD	Registrant to provide notification of a change in MOA associated with a Metering System to CRA MOAs and where only the Export MSID(s) relating to Exemptable Generating Plant is registered in CRA, to BSCCo.	Registrant	CRA New MOA Old MOA BSCCo (as appropriate)	BSCP20/4.8, Appointment of New Meter Operator Agent signed by an authorised person, registered as such via BSCP38 Or CRA-I003 Party Agent Registration Data	Fax/Email Electronic
3.4.2	Within 3WD of receipt of notice in 3.4.1	The Old or New MOA may object to the intended registration on the understanding that they will not be the MOA for the Metering System.	New MOA Old MOA	CRA	MOA details why they are not the MOA for the Metering System.	Fax/Email
3.4.3	Upon receipt of 3.4.1	Check that the new MOA is registered.	CRA		Check that the MOA is registered	Internal Process
3.4.4	Within 1WD of receipt of notice in 3.4.1	Check that new MOA is responsible for both Import and Export Meter(s) registered in CRA.	CRA		Check database for Import and Export MSID(s)	Internal Process
3.4.5	Within 1WD of receipt of notice in 3.4.1	Where only the Export Meter(s) relating to Exemptable Generating Plant is registered in CRA, check that the related Import Meter(s) at that same Exemptable Generating Plant is registered in relevant SMRS, and that the appointed MOA is Qualified for both CVA and SVA Metering Systems.	BSCCo		a) Confirmation of registration of Import MSID(s) in SMRS b) Confirmation that appointed MOA is Qualified for CVA and SVA Metering Systems	Internal Process
3.4.6	Within 1WD of 3.4.4	If checks in 3.4.5 are unsatisfactory confirm change of MOA associated with a Metering System details with Registrant and if necessary notify the CRA that the process has been rejected.	BSCCo	Registrant CRA	Confirm that information on BSCP20/4.8, Appointment of New Meter Operator Agent is correct	Telephone/ Fax/Email
3.4.7	Within 1WD of 3.4.5	If checks prove satisfactory inform CRA that change of registration of MOA can proceed.	BSCCo	CRA	Confirmation that change of registration of MOA can proceed	Fax

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.4.8	Where an objection has been raised by the MOA.	The CRA shall notify the Registrant that the MOA has objected to the registration and therefore change in MOA has been rejected.	CRA	Registrant	MOA objection details.	Fax/Email
3.4.9	Within 5WD of receipt of 3.4.1	If the MOA has not objected, notify CDCA of change in MOA.	CRA	CDCA	Notification that the MOA is to change on the REFD for the Metering System.	Fax/Email
3.4.10	At least 10WD prior to REFD	Pass Meter Technical Details to new MOA (if appropriate).	CDCA	New MOA	Meter Technical Details	Fax followed by postal delivery

3.5 Changes to Meter Technical Details and Validation Requirements

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.5.1	At least 20WD[11] before the EFD for the change	Provide Meter Technical Details update, proposed change dates and if appropriate Proving Test date in accordance with BSCP02.	MOA Or Registrant	CDCA	BSCP20/4.3, Registration of Meter Technical Details[12] Signed by an authorised person, registered as such via BSCP38 Letter with proposed dates (CDCA-I003 Meter Technical Details)	Fax/Post/Email
3.5.2	If appropriate, at least 3WD prior to Proving Test	Confirm that the Metering System has been installed and is operational in accordance with the appropriate Code of Practice.	MOA	CDCA	Refer to BSCP02	Fax/Post/Email
3.5.3	In accordance with BSCP02	Carry out Proving Tests (if required)	MOA	CDCA	Refer to BSCP02	
3.5.4	Prior to EFD	Provide Metering Technical Details Report of data entered into system and Registrant to confirm accuracy.	CDCA	Registrant, MOA, TC and if appropriate relevant LDSO	Meter Technical Details Report (CDCA-I051).	Fax/Post/Email

[11] Where the Metering Equipment needs to be changed due to a fault or an emergency replacement is required a shorter notice period shall be acceptable in accordance with BSCP06. The notice period may also be decreased if agreed upon by all parties concerned.

[12] BSCP20/4.3 shall only be submitted as appropriate where there has been a change to the Meter Technical Details

4 Appendices

4.1 BSCP20/4.1, Registration of Metering System

This form is used by the Registrant to register a Metering System with the CRA with an REFD and is completed by the Registrant – Metering System Identifier (MSID) field is completed only in the case of change of ownership i.e. MSID is currently registered.

4.2 BSCP20/4.2 – Not Used~~, Registration of Metering System at a Distribution Systems Connection Point~~

This form is no longer used. Registration of a Metering System at a Distribution Systems Connection Point should be carried out via BSCP20/4.1.

4.3 BSCP20/4.3, Registration of Meter Technical Details

This form is used by the MOA to register the Meter Technical Details with the CDCA.

The following is an explanation of some of the fields in the form:

Item	Description
Associated Meter Id	The Serial Number for the corresponding main Meter.
Associated Meter Register Id	The Register Id for the corresponding main register.
Communications Address	The PSTN/Paknet number associated with the Outstation modem.
Communications Type	The method by which an Outstation is interrogated, e.g. PSTN, Paknet, etc.
Energisation Status	A field to indicate whether the Metering System is energised. Options are Energised or De-Energised.
Maximum Demand (MWh)	The maximum energy value expected to be recorded by the Meter Register.
Meter Register Id	A two character field which uniquely identifies the Meter Register.
Meter Register Multiplier	A multiplier which converts the Meter Register cumulative reading into MWh/MVArh values.
Metering Subsystem Id	An identifier of up to 10 alphanumeric characters which identifies the defined metering point. The ID is usually the circuit/Boundary Point name. This identifier, along with the MSID and the Measurement Quantity ID, is used in the Aggregation Rules as defined in BSCP75.
Minimum Demand (MWh)	The minimum energy value expected to be recorded by the Meter Register.

Item	Description
MSID	A unique Metering System identifier supplied by the CRA.
O/S Channel Multiplier	The constant which has to be applied to the collected cumulative data from the Outstation to convert the values to MWh/MVArh.
Outstation Id	A unique identifier of up to 20 alphanumeric characters used in the interrogation of the Outstation, the first four digits being the MSID and the remainder any combination of characters (usually the Outstation serial number).
Outstation Number of Channels	The total number of channels configured in the Outstation.
Outstation Number of Dials	The maximum number of digits for the cumulative channel readings of the Outstation.
Outstation Password A	The Code of Practice Level 1 password for the Outstation.
Outstation Password B	The Code of Practice Level 2 password for the Outstation.
Outstation Password C	The Code of Practice Level 3 password for the Outstation.
Outstation PIN	PIN of the Outstation (up to 5 characters).
Outstation Serial Number	The serial number of the Outstation.
Outstation Type	The type of Outstation e.g. CM10
Previous MSID	Where appropriate the MSID that the Outstation was daisy chained to.
Previous Outstation Id	Where appropriate, the Id of the Previous Outstation to which the Outstation is daisy chained to.
Primary/Secondary	Primary indicates Main 1 Outstation, Secondary indicates Main 2 Outstation.
Pulse Multiplier	The constant which has to be applied to the collected period data from each Outstation Channel to convert the values to MWh/MVArh.

4.4 BSCP20/4.4 – Not Used~~, Metering System Proving Test Record~~

This form is no longer used. Proving Test Records are now included in BSCP02.

4.5 BSCP20/4.5 – Not Used~~, Confirmation of Installation of Metering Equipment (Including Extension or Modification of Metering System)~~

BSCP20/4.5 is no longer used as it has been replaced by BSCP02/4.4.

4.6 BSCP20/4.6, Objection To Metering System Registration

This form is used by a Party to object to a Metering System registration. The form should be submitted to the CRA and to the proposed new Registrant.

4.7 BSCP20/4.7, De-Register Metering System

This form is completed by the Registrant to de-register a Metering System. The form should be submitted to the CRA.

4.8 BSCP20/4.8, Appointment of New Meter Operator Agent

This form is used by the Registrant to notify the CRA to a change of MOA associated with a Metering System.

4.9 BSCP20/4.9 – Not Used ~~, Register or De-register Boundary Point or Systems Connection Point~~

BSCP20/4.9 is no longer used and has been replaced by forms BSCP25/5.1, BSCP25/5.2 and BSCP25/5.5.

BSCP20/4.1 **PAGE 1 OF 2**

Registration of Metering System

To: CRA	**Date Sent:** _____
From: Participant Details	
Party ID: _____	Name of Sender: _____
Participation Capacity: _____	
Contact email address: _____	
Our Ref: _____	Contact Tel. No. _____
Name of Authorised Signatory: _____	
Authorised Signature: _____	Password: _____

The above Party notifies you that with REFD ...../...../.....

1. it will become Registrant of the Metering System named below and undertakes to perform all relevant duties and obligations until it ceases to be Registrant,

   AND

2. the party detailed below is appointed as MOA of the Metering System detailed below.

   AND

3.

   (a) The owner of the Metering System has given its written consent to the appointment(s) detailed above*

   OR

   (b) The New Registrant is the owner of the Metering System*

   **Delete as applicable*

Additional Declaration (for Distribution Systems Connection Points only)

I, the Registrant, acting in the capacity of a Distribution System Operator, confirm that the other Distribution System Operator involved with the relevant Distribution Systems Connection Point has given its written consent to the registration of the Metering System.

Other Distribution System Operator ID: _____

BSCP20/4.1 **PAGE 2 OF 2**

Location of Metering System

Boundary Point/Systems Connection Point/Circuit Name(s):			
GSP Group ID (if applicable):		MSID (if previously registered):	
Site Name:			
Site Address:			

Tick if site is an Exemptable Generating Plant	
If the Registration is only for the Export from an Exemptable Generating Plant, provide the associated Import SVA MSID(s)	
LDSO Id[13]	

Details of Meter Operator Agent (MOA)

MOA Id:	
MOA Name:	

Reason for Registration:

Tick One	
[ ]	New Metering System not currently registered in CMRS or SMRS
[ ]	Change of Metering System Registrant ~~99~~
[ ]	Metering System transferring from SMRS in accordance with BSCP68

[13] For Distribution Systems connected at Distribution System Connection Points the LDSO registering the metering system should enter the LDSO Id of the other Distribution System to which the relevant DSCP connects. This will enable both LDSOs to receive the CDCA-I012. If there are more than two LDSOs then the CDCA-I012 can be requested through flexible reporting, please refer to BSCP41.

BSCP20/4.3a **PAGE 1 OF 5**

Registration of Meter Technical Details

To: CDCA	**Date Sent:** _____
From: Participant Details	
MOA/Registrant ID: _____	Name of Sender: _____
Contact email address: _____	
Our Ref: _____	Contact Tel. No. _____
Name of Authorised Signatory: _____	
Authorised Signature: _____	Password: _____
Tick box if this is a Registration Transfer in accordance with BSCP68	

Description of Meter Technical Details to be amended[14]:

Metering System Details (Separate forms should be used for each Metering System)

Data Item	Data Content	Enter '*' if data has changed
Metering System Id (MSID)		
MTD Effective From Date		
Party ID (LDSO)[15]		
Metering Equipment/Service Location		
Dispensation Reference		
Dispensation Effective From Date		
Dispensation Effective To Date		
Reason for Dispensation		
Metering Site Contact Name		
Metering Site Contact Tel Number		
Metering Site Contact Fax Number		
Metering Site Address Line 1		
Metering Site Address Line 2		
Metering Site Address Line 3		
Metering Site Address Line 4		
Metering Site Post Code		
Energisation Status (ES)		
ES Effective From Date		
ES Effective To Date		

[14] Relevant fields in sections below should also be completed.
[15] In the case of an embedded Primary BM Unit this is the Contracted LDSO.

BSCP20/4.3a **PAGE 2 OF 5**

Registration of Meter Technical Details

Outstation Details

Data Item	Data Content (Primary Outstation or Main Meter Outstation)	Enter '*' if data has changed	Data Content (Secondary Outstation or Check Meter Outstation)	Enter '*' if data has changed
MSID				
Outstation Id				
Outstation Number of Dials				
Outstation Type				
Outstation Number of Channels				
Communications Address				
Communication Type				
Baud Rate				
Previous MSID				
Previous Outstation Id				
Outstation Serial Number				
Outstation Password A				
Outstation Password B				
Outstation Password C				
Outstation PIN				

BSCP20/4.3b

Registration of Meter Technical Details

Physical Meter Details

Enter '*' if data has changed	MSID:							
	Meter Serial Number[16]	Meter Current Rating	Manuf Make & Type	CT Ratio	VT Ratio	System Voltage	No. of Phases	CoP

[16] Maximum 10 characters. N.B. If the MSN has to be adjusted by agreement between the MOA and CDCA, then both the old and new values must be recorded on this form, which will constitute the only record of the adjustment.

BSCP20/4.3b

Registration of Meter Technical Details

Meter Register Details

Enter '*' if data has changed	MSID:								
	Metering Subsystem ID	Meter Serial No.~~16~~	Main / Check	Meter Register ID	Measurement Quantity ID (AI, AE, RI, or RE)	No of Register Dials	Meter Register Multiplier	Associated Meter ID ~~16~~	Associated Meter Register ID

BSCP20/4.3c **PAGE 5 OF 5**

Registration of Meter Technical Details

Outstation Channel Details

Outstation ID :								
Enter '*' if data has changed	Channel Number	Meter Serial Number. ~~16~~16	Meter Register ID	Primary / Secondary (or Main / Check) Outstation	Pulse Multiplier	O/S Channel Multiplier	Channel Minimum (MWh)	Channel Maximum (MWh)

BSCP20/4.6 **PAGE 1 OF 1**

Objection To Metering System Registration

To: CRA	**Date Sent:** _____
From: Participant Details	
Party ID: _____	Name of Sender: _____
Participation Capacity: _____	
Contact email address: _____	
Our Ref: _____	Contact Tel. No. _____
Name of Authorised Signatory: _____	
Authorised Signature: _____	Password: _____

The above Party notifies you of its objection to
the registration of _____ (*name of new Registrant*) as Registrant of the Metering System detailed below.
Reason for objection:

Location of Metering System

		GSP reference (if applicable)	
Boundary Point/Systems Connection Point/Circuit Name:		MSID:	
Site Name:			
Site Address:			

A duplicate notice has today been sent to the new Registrant
Name of Registrant:.....

BSCP20/4.7 **PAGE 1 OF 2**

De-Register Metering System

To: CRA	**Date Sent:** _____
From: Participant Details	
Party ID: _____	Name of Sender: _____
Participation Capacity: _____	
Contact email address: _____	
Our Ref: _____	Contact Tel. No. _____
Name of Authorised Signatory: _____	
Authorised Signature: _____	Password: _____

The above Party notifies you that with RETD ...../...../.....

1. it will cease to be Registrant of the Metering System detailed below and wishes to be removed from the Register of Metering Systems,
2. the Plant or Apparatus in respect of the Metering System detailed below will cease to be connected, and a certificate of disconnection is attached/will follow*

** delete as applicable*

Location of Metering System

		GSP reference (if applicable)	
Boundary Point/Systems Connection Point/Circuit Name:		MSID:	
Site Name:			
Site Address:			

Tick if site is an Exemptable Generating Plant	
If the Registration is only for the Export from an Exemptable Generating Plant, provide the associated Import SVA MSID	
LDSO Id	

Reason for De-Registration:

Tick One	
[ ]	Metering System to be de-commissioned and no longer subject to a BSC registration
[ ]	Metering System subject to a Registration Transfer to SMRS in accordance with BSCP68

BSCP20/4.8 **PAGE 1 OF 1**

Appointment of New Meter Operator Agent

To: CRA	**Date Sent:** _____
From: Participant Details	
Party ID: _____	Name of Sender: _____
Participation Capacity: _____	
Contact email address: _____	
Our Ref: _____	Contact Tel. No. _____
Name of Authorised Signatory: _____	
Authorised Signature: _____	Password: _____

The above Party notifies you that with REFD ...../...../.....
the party detailed below is appointed as MOA of the Metering System detailed below.
* *delete as applicable*

Details of New Meter Operator Agent (MOA)

MOA Id:	
MOA Name	

Location of Metering System

		GSP reference (if applicable)	
Boundary Point/Systems Connection Point/Circuit Name:		MSID:	
Site Name:			
Site Address:			

Tick if site is an Exemptable Generating Plant	
If the Registration is only for the Export from an Exemptable Generating Plant, provide the associated Import SVA MSID	
LDSO Id	