

PPM Project

MPD8 - Meter Read Information

Version 3.0

Approved

3rd November 2008

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2. Revision History

Version	Date	Revision Description
2.0	26/10/2006	Base-lined on the basis of CER approval on 04/10/2006
2.1	07/02/2008	Involvement of PPM Meter Reads
2.9	16/09/2008	Draft for approval – baselining for go-live
3.0	03/11/2008	Base-lined on the basis of CER Approval on 17/10/2008.

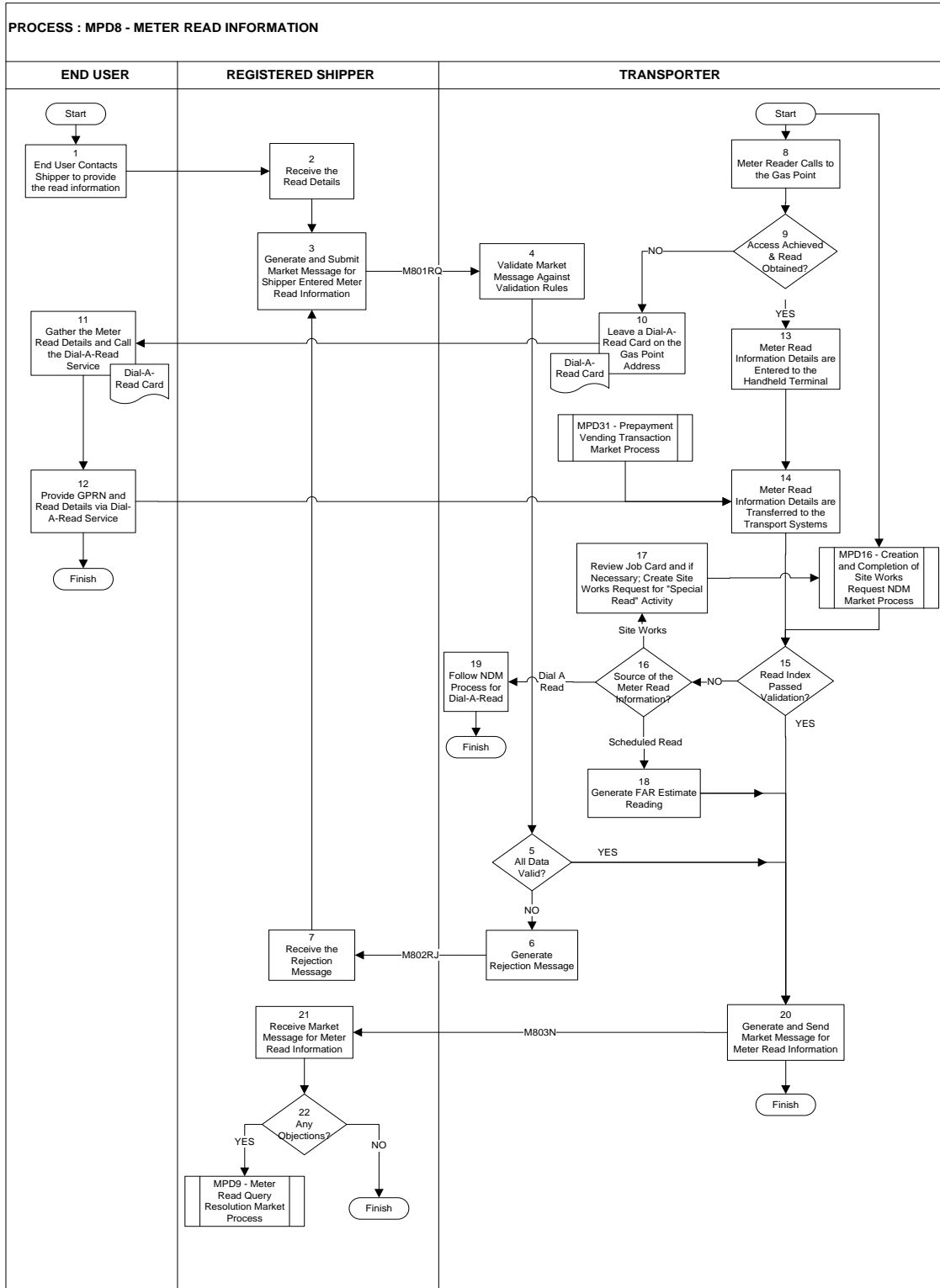
1. Introduction

1.1 Scope

This document outlines the Meter Read Information process, which includes the receipt and validation of all meter read information for Generic and Volume Corrected NDM Gas Points.

1.2 History of Changes	
Source of Changes	Description of Change
Finalised PPM Design	PPM Meter Reads are added to the Market Process Definition
CR021	Baselined for go-live and changes made in line with Change Request 021

2 Market Process Map



Market Process Definitions

3 Market Process Description			
Step	Role	Actions	Interfaces
1	End User	The End User contacts the Shipper with the Meter Read information from the Meter at their premises.	
2	Shipper	The Shipper receives the Meter Read information from the End User.	
3	Shipper	<p>The Shipper generates and submits a market message for Shipper Entered Meter Read information. The Shipper will be able to submit the following read type code;</p> <ul style="list-style-type: none"> ⇒ CR - Customer Read: Meter Read received by the Shipper directly from the End User. <p>The key data elements of the message will include;</p> <ul style="list-style-type: none"> ⇒ GPRN (M) ⇒ Read Type (M) ⇒ Taken Date (M) ⇒ Volume Index (M) ⇒ Meter Head Index (O) ⇒ Uncorrected Index (O) <p>The mandatory and optional fields are indicated by (M) and (O) respectively.</p>	M801RQ from Shipper
4,5	Transporter	The Transporter receives the Shipper Entered Read	M801RQ to

Market Process Definitions

		Information message and validates it against the validation rules (See section 4.1 for validation criteria).	Transporter
6		If the message fails validation, a Rejection Message is generated to the Shipper. The message will include why the Shipper Entered Read Information market message is invalid.	M802RJ to Shipper
7	Shipper	The Shipper receives the Rejection Message and must correct the necessary information before re-submitting the message as per Step 3 above.	M802RJ from Transporter
8, 9	Transporter	(Alternative start point - if Meter Read is performed by Transporter). The Meter Reader calls to the Gas Point on behalf of the Transporter and tries to gain access to take a reading.	
10		If the Meter Reader fails to gain access to take a reading, a Dial-A-Read card is left at the Gas Point Address. Please refer to the MDS Procedure for Dial-A-Read in section 4.2.3 below.	
11,12	End User	The End User gathers the Meter Read details and calls the Dial-A-Read service. The End User provides the GPRN and Meter Read Information details over the telephone (go to Step 14). Please	

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		refer to the MDS Procedure for Dial-A-Read in section 4.2.3 below.	
13	Transporter	If the Meter Reader gains access to conduct a reading, the Meter Read information details are entered on the Transporter's Handheld Terminal by the Meter Reader.	
14	Transporter	<p>Meter Read Information details are transferred to the Transport Systems.</p> <p>The Meter Read Information that is received from PPM Service Provider (PPMSP) will also be transferred to Transport Systems. Please refer to <i>MPD31 – Prepayment Vending Transaction Market Process</i>.</p>	
15 to 19	Transporter	<p>(Alternative start point – Transporter Initiated Site Works Activities – Please refer to <i>MPD16 – Creation and Completion of Site Works Request NDM Market Process</i>).</p> <p>Meter Read information details that are entered on the Transport Systems will be subject to different validation rules depending on the source of the information (e.g. Shipper entered read, scheduled read, job entered read and dial-a-read, Transporter entered reads etc.). Please refer to Meter Read Validation Procedure in section 3.4 of the MDS Procedures document for more information.</p>	

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		<p>If read index validation is not successful, the following is processed by the Transporter:</p> <ul style="list-style-type: none"> - If the source of the Meter Read details is Site Works, as part of the job completion, then the Job Card is checked again for the correct Meter Read information. The Transporter could also initiate a “Special Read” Site Works request to gather the correct read details if appropriate. Please refer to <i>MPD 16 – Creation and Completion of Site Works Request NMD Market Process</i> documentation for more information. - If the source of the Meter Read information is a Scheduled Read, then the Transporter generates a FAR Estimate Reading and enters it on the Transport Systems. - If the source of the Meter Read Information is Dial-A-Read, the Transporter follows the MDS Process for Dial-A-Read (please refer to the MDS Procedure for Dial-A-Read in section 4.2.3 below). 	
20		<p>The Transporter will generate and send the Meter Read information market message (M803N or M804N) to the Shipper based on the number of Meter Reads required per single business transaction for a single gas point (e.g. two Meter Reads are required per Meter Exchange meter read information).</p> <p>The key data elements of the message will include</p>	M803N or M804N to Shipper

Market Process Definitions

		<p>(Key data items in M804N are the same as M803N);</p> <ul style="list-style-type: none"> ⇒ GPRN (M) ⇒ Read Taken Date (M) ⇒ Order of Read Number (M) ⇒ Meter No (M) ⇒ Meter Sequence Number (M) ⇒ Meter Type (M) ⇒ Volume-Corrected (M) ⇒ Read Type (M) ⇒ Preceding Index (M) ⇒ Volume Index (M) ⇒ Meter Head Index (O) ⇒ Uncorrected Index (O) ⇒ Consumption (Units) (M) ⇒ Consumption (kWh) (M) ⇒ Conversion Factor (M) ⇒ Average Calorific Value (M) ⇒ Metric/Imperial Conversion Factor (M) ⇒ CV Zone Correction Factor (M) ⇒ GPRN Correction Factor (M) ⇒ Supply Point Capacity (M) ⇒ GPRN Annual Quantity (M) ⇒ Consumption Band (M) ⇒ A-Factor (M) ⇒ B-Factor(M) <p>The mandatory and optional fields are indicated by (M) and (O) respectively.</p> <p>Note: <u>Single</u> Meter Read for NMD Volume Corrected Gas Point includes three read indexes; Volume Index, Meter Head Index and Uncorrected</p>	
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Market Process Definitions

		Index.	
21, 22	Shipper	The Shipper receives the Market Message for Meter Read Information and decides whether they have any objections. If there are objections, the Shipper follows the <i>MPD9 - Meter Read Query Resolution Market Process</i> .	M803N or M804N from Transporter

4 Supplementary Information

4.1 Validation Rules

The following validation criteria, which are subject to change based on GMARG discussions (as per Meter Read Validation Procedure in section 3.4 of the MDS Procedures document), will apply for the Shipper Entered Read Information Market Message (M801RQ):

- ⇒ The Shipper ID is valid.
- ⇒ The GPRN is valid.
- ⇒ There is a meter at the GPRN.
- ⇒ The Meter Read is not for a Locked/Disconnected GPRN.
- ⇒ The Meter Read type is approved for Shipper.
- ⇒ GPRN is registered to the "Shipper ID".
- ⇒ Meter Read was taken after the Shipper was assigned to the GPRN.
- ⇒ The Taken Date is not in the future.
- ⇒ The Taken Date is within a maximum number of days from 'today'.
- ⇒ Taken Date is not earlier than previous read date.
- ⇒ The index does not contain a reading greater than number of meter digits.
- ⇒ The Meter Read does not lock or disconnect a GPRN that is already locked or disconnected.

4.2 Key Notes

⇒ Meter Read information comes from a number of different sources and there are several different sets of validation rules (Please refer to Meter Read Validation Procedure in section 3.4 of the MDS Procedures document for more information) depending on the source of the Meter Read data.

- Shipper Entered Reads
- Transporter Entered Reads
- FAR Estimated Reads
- Scheduled Reads
- Customer Dial-A-Read Service

Market Process Definitions

- PPMSP Reads
 - Job Card Entries as part of Site Works
- ⇒ With the introduction of market messaging, each line in the current “Daily Meter Reads File” will be replaced by the Meter Read Information market messages (M803N or M804N). Each instance of a given Meter Read Information market message will contain Meter Read data related to a single business transaction for a single Gas Point (e.g. two Meter Reads are required per Meter Exchange Meter Read Information).
- ⇒ A Meter Read segment in Meter Read Information market message (M803N or M804N) will contain details of a single read index for NDM Generic Gas Points, and three read indexes for NDM Volume Corrected Gas Points (Single Meter Read for NMD Volume Corrected gas point includes three read indexes; Volume Index, Meter Head Index and Uncorrected Index).
- When the Transporter is sending a Meter Read Information market message (M803N) to a Shipper, the message will only contain a single Meter Read segment for the details of a single Meter Read per GPRN.
 - When the Transporter is sending a Meter Read Information market message (M804N) to a Shipper, the message will contain multiple Meter Read segments for the details of multiple Meter Reads per GPRN (e.g. two Meter Reads are required per Meter Exchange Meter Read Information).
- ⇒ Individual Meter Read Information Market Messages will be sent before the start of each Day by a Transport Systems batch program that will be executed as part of the batch schedule. Messages will be sent individually as soon as Transporter processing is complete.
- ⇒ Meter Read information will be issued once, either as part of M803N/M804N or one of the completion notification market messages within Site Works or GPRO market processes. Please refer to section 4.2.1 and 4.2.2 of this document for more information.
- ⇒ When a Shipper is sending a Shipper Entered Meter Read Information market message (M801RQ) to the Transporter, the message will only contain the details of a single Meter Read for either Generic or Volume Corrected NDM Gas Point.

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- ⇒ When a Shipper Entered Meter Read Information market message (M801RQ) is received by the Transporter, the consumption data will not be immediately available to the Shipper. The Meter Read Information market messages (M803N / M804N) will be sent to the Shipper by a Transport Systems batch program that will be executed as part of the batch schedule.
- ⇒ Market messages (M801RQ) will only be used to create read records and not to update read records in Transport Systems. Meter Read information on the Transport Systems can not be over-written by any market message.
- ⇒ There can be more than one read with the same taken Date at a GPRN. Each read will be sent to the registered Shipper in separate messages with a distinct read order reference (i.e. Order of Read Number).
- ⇒ Read details for Distribution connected DM (Daily Metered) sites will be available to the Shippers via the GTMS.

4.2.1 Site Works Related Key Notes

The objective of this section is to outline the key points of the Meter Read Information Market Process that reflect the Site Works Market Processes. The Site Works Market Processes will be discussed at GMARG in July 2006.

- ⇒ Meter Read Information entered as part of the site works job completion process (MDP16 - Creation and Completion of Site Works Request NMD Market Process) will send validated Meter Read information details as part of the job completion notification message (S1604N) to the Shipper. The Shipper initiated Site Works Jobs created Meter Read information will be triggered by Transport Systems through the working day, once the read details are validated based on the NMD read index validation rules at the site works job completion stage. Please refer to *MPD 16 – Creation and Completion of Site Works Request NMD Market Process* documentation for more details.
- ⇒ Read details for Transporter initiated site works requests will be sent to the relevant Shipper via daily Meter Read Information market messages (M803N or M804N) by a Transport Systems batch program that will be executed as part of the batch schedule (e.g. M804N will be sent to the Shipper for the Transporter initiated Meter Exchange Site Works jobs and M804N will have multiple read

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segments, one for the closing read (EC – Closing Read Type) of old meter and the other is for the opening read (EO – Opening Read Type) of new meter).

4.2.2 GPRO Related Key Notes

The objective of this section is to outline the key points of the Meter Read Information Market Process that reflect the GPRO Market Processes.

- ⇒ Meter Read information obtained as part of the Change of Shipper market process (MDP2 – Change of Shipper Market Process) will send validated meter read information details as part of the Change of Shipper Completion Notification message (G205N/G206N) to the Shipper. Please refer to *MPD2 – Change of Shipper Market Process* documentation for more details.
- ⇒ Meter Read information obtained as part of the Change of Shipper Correction/Amendment market process (MDP5 – Change of Shipper Correction/Amendment Market Process) will send validated Meter Read information details to the Shipper (M803N). Please refer to *MPD5 – Change of Shipper Correction/Amendment Market Process* documentation for more details.
- ⇒ Meter Read information obtained as part of the End User Assignment market process (MDP4 – End User Assignment Market Process) will send validated Meter Read information details as part of the End User Assignment Completion Notification market message (G403N) to the Shipper. Please refer to *MPD4 – End User Assignment Market Process* documentation for more details.

4.2.3 Dial-A-Read Related Key Notes

The objective of this section is to outline the key points of the Meter Read Information Market Process that reflect the Dial-A-Read Process as laid out in the 'MDS Procedures' document.

- ⇒ When the Transporter cannot gain access to a premise to read the NDM Gas Point meter, the Transporter shall leave a Dial-A-Read card at the premises which informs the End User how to submit a Meter Read by telephone by availing of the Dial-A-Read service.

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- ⇒ The No Access details will be entered to the Transport Systems and a FAR Estimate read will be generated and entered in a held position.

- ⇒ Where a NDM Meter Read is submitted to the Transporter using the Dial-A-Read service:
 - a) Within four (4) Business Days of the scheduled read date the dialled in read shall be validated in accordance with the relevant validation protocols;
 - 1. Where the Meter Read passes validation it will be recorded in the Transport Systems and sent to the Registered Shipper as part of the next Daily Meter Read file.
 - 2. where the Meter Read fails validation it will be rejected and the FAR Estimate Read will be removed from the held position and sent to the Registered Shipper as part of the next Daily Meter Read file

 - b) After four (4) Business Days of the scheduled read date,
 - 1. The read will be validated in accordance with Section 3.4.
 - Where the Meter Read passes validation it will be recorded in the Transport Systems and sent to the Registered Shipper as an M803N Meter Read Completion Notification market message.
 - Where the Meter Read fails validation it will be rejected

- ⇒ Where a NDM Meter Read is not submitted to the Transporter using the Dial-A-Read service within 4 Business Days of the scheduled read date the FAR Estimate read will be removed from the held position and sent to the Registered Shipper as part of the next Daily Meter Read file.

- ⇒ The End User may at any time submit a read in respect of their NDM Gas Point meter by availing of the Dial-A-Read service. Such NDM Meter Read shall be validated in accordance with the validation protocols. If a read is dialled in ten (10) or less Business Days prior to the scheduled read date for the NDM Gas Point, and passes validation, the scheduled read will not take place and the NDM

Market Process Definitions

Meter Read submitted through the Dial-A-Read will be made available to the Shipper.

4.2.4 PPM Related Key Notes

⇒ Please refer to the following documentation that provides details of the support and management service level agreements for the provision of the Prepayment Metering Services from PPM Front Office and PPM Back Office Service Providers.

- PPM Front Office Service Provider
 - ⇒ Service Procedures for Prepayment Metering Service Provision for Shippers
- PPM Back Office Service Provider
 - ⇒ Service Procedures for Prepayment Metering Service Provision for Shippers