

**Balancing and Settlement Code**

**BSC PROCEDURE**

**BM Unit Registration**

**BSCP15**

**Version 31.0**

**Date: 27 February 2020**

**BSC PROCEDURE 15****relating to****BM UNIT REGISTRATION**

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 15, Version 31.0 relating to BM Unit Registration.
3. This BSC Procedure is effective from 27 February 2020.
4. This BSC Procedure has been approved by the Panel.

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**AMENDMENT RECORD**

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Version	Date	Description of Changes	Changes Included	Mods/ Panel/ Committee Refs
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## 1. Introduction

### 1.1 Purpose and Scope of the Procedure

This BSCP defines the key interfaces, interdependencies and timetable for the registration and de-registration of Balancing Mechanism (BM) Units by the Party, which, for the avoidance of doubt, includes:

- New registration of Primary BM Units;
- De-registration of Primary BM Units;
- Changes in the Final Physical Notification (FPN) flag status;
- Registration of Seasonal Estimates of the Maximum Positive Magnitude and Maximum Negative Magnitude Primary BM Unit Metered Volume;
- Application for Exemptable status for a Generating Plant and Exempt Export status for the associated Primary BM Unit(s), including election of the Production / Consumption Status for the Exempt Export Primary BM Unit(s) by the Lead Party;
- Change of Production / Consumption Status for an Exempt Export Primary BM or Secondary BM Unit by the Lead Party;
- Termination of Exemptable status for a Generating Plant and the Exempt Export status of the associated Primary BM Unit(s);
- Mid-Season Changes of the Maximum Positive Magnitude and Maximum Negative Magnitude Primary BM Unit Metered Volume;
- Monitoring of BM Unit Metered Volumes for breaches of Generation Capacity and Demand Capacity;
- Change of Central Volume Allocation (CVA) Primary BM Unit Lead Party;
- Transfer of Supplier Identifier (ID); and
- Notification of Switching Group<sup>1</sup>.
- New registration of Secondary BM Units;
- De-registration of Secondary BM Units

#### 1.1.1 Use of the Self-Service Gateway

Where a Party has access to the Self-Service Gateway and an equivalent online form is provided, the Party may use the online form as an alternative to the paper forms defined in this BSCP.

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<sup>1</sup> Per section K3.1.4B, Power Park Modules may belong to a Switching Group on the basis that Plant and Apparatus can be selected to run in any of the BM Units belonging to that Switching Group. A 'Switching Group' is described in Section K3.1.4A of BSC.

Where a Party has provided data using the Self-Service Gateway, BSCCo may use the service to validate and confirm the input data or to request additional data. Where this is the case, these online transactions will represent a valid equivalent to the transactions defined in this BSCP.

Please note that there will not always be a one-to-one equivalence between the data collected via the Self-Service Gateway and the paper forms defined in this BSCP. For example, data collected in one paper form, may be collected by more than one online form. Conversely, a single online form may collect data from more than one paper form.

All references to the provision of information using BSCP forms in this Procedure, should be construed as provision either by a paper form or via the Self-Service Gateway. References to the CRA, including checks performed by the CRA, may include the Self-Service Gateway as applicable.

## 1.2 Main Users of the Procedure and their Responsibilities

The main users of this procedure are:

- (a) The Party that is de-registering the relevant Primary BM Unit;
- (b) The Party that is registering the relevant Primary BM Unit;
- (c) The Virtual Lead Party that is de-registering the relevant Secondary BM Unit;
- (d) The Virtual Lead Party that is registering the relevant Secondary BM Unit;
- (e) The Lead Party for an Exempt Export Primary BM Unit (or a Primary BM Unit which is the subject of an Exempt Export status application);
- (f) The Central Data Collection Agent (CDCA);
- (g) The Central Registration Agent (CRA);
- (h) The National Electricity Transmission System Operator (NETSO);
- (i) Supplier Volume Allocation Agent (SVAA);
- (j) Licensed Distribution System Operators (LDSOs);
- (k) BSCCo; and
- (l) The Panel.

## 1.3 Key Milestones

The key milestones in this procedure are:

- Detailed notification of ‘registration’ or reconfiguration of a Primary BM Unit (except a Non-Standard Primary BM Unit or Additional Primary BM Unit) at least 30 Working Days (WD) prior to the Effective From Date;



- 60 WD notification of registration or reconfiguration of a Non-Standard Primary BM Unit. A longer timescale is required in order that the application may be properly considered by BSCCo, the NETSO and the Panel. The Party should advise BSCCo of any such applications at the earliest opportunity such that indicative registration timescales and Effective From Dates may be discussed.
- 15,<sup>18</sup> WD notification of registration of Additional Primary BM Unit, unless FPN flag is set to 'yes' where 30 WD notification may be needed (see section 1.6).
- 15 WD notification of registration of Secondary BM Unit;
- 20 WD notification of de-registering Primary BM Unit (30 WD for a Base Primary BM Unit) prior to proposed Effective To Date;
- 20 WD notification of de-registering Secondary BM Unit prior to proposed Effective To Date;
- New Suppliers notified to Supplier Volume Allocation (SVA) at least 30 WD prior to the Effective From Date;
- 5 WD notification of transfer of Directly Connected Demand Primary BM Units, if the criteria set out in section 3.13 are satisfied;
- 5 WD notification of Change of CVA Primary BM Unit Lead Party, if the criteria set out in section 3.13 are satisfied; and
- 1 WD notification of transfer of Supplier ID process (Change of SVA Primary BM Unit Ownership).

The notice period required to register and de-register a BM Unit, excluding Base Primary BM Units, may be reduced if there is an agreement between the CRA/BSCCo/Party/NETSO.

#### **1.4 Balancing and Settlement Code Provision**

This BSCP should be read in conjunction with the Code and in particular Section K. 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
BSCP20	Registration of Metering System for Central Volume Allocation
BSCP25	Registration of Transmission System Boundary Points, Grid Supply Points, GSP Groups & Distribution Systems Connection Points
BSCP31	Registration of Trading Units
BSCP32	Metering Dispensations
BSCP38	Authorisations
BSCP65	Registration of Parties and Exit Procedures
BSCP68	Transfer of Registration of Metering Systems between CMRS and SMRS
BSCP71	Submission of ECVNs and MVRNs
BSCP75	Registration of Meter Aggregation Rules for Volume Allocation Units
BSCP128	Production, Submission, Audit and Approval of Line Loss Factors
BSCP509	Changes to Market Domain Data
BSCP602	SVA Metering System Balancing Services Register

## 1.6 NETSO Registration Requirements

### FPN flag set to Yes

Where the Party is registering a BM Unit which has the FPN flag set to Yes, the Party should consult with the NETSO to ensure compliance with the Grid Code and the Connection and Use of System Code regarding timescales. Failure to comply with the Grid Code and the Connection and Use of System Code may delay the registration of the BM Unit and hence the Party would not be able to trade using that BM Unit. The delay may be as a result of procurement, installation and testing of operational metering and Electronic Data Transfer (EDT) and Electronic Despatch Logging (EDL) facilities, as appropriate. This BSCP refers to the last stage of the registration process of the BM Unit.

### Offshore Power Park Modules

Where the Party has 2 or more Offshore Power Park Modules for whose Exports the Metering System(s) is or are registered in CMRS, the Party may either:

- Apply to register each Power Park Module as a separate Primary BM Unit; or
- Apply to register a single Primary BM Unit for some or all of the Offshore Power Park Modules (a 'Combined Offshore BM Unit').

A Party may only register a Combined Offshore BM Unit if the NETSO determines that the requested configuration of Offshore Power Park Modules is suitable to constitute a single Primary BM Unit. Where the Party requests a Combined Offshore BM Unit in its Registration of Primary BM Unit form BSCP15/4.1, BSCCo will confirm with the NETSO whether it approves the configuration. BSCCo recommends that the Party consults with the NETSO before submitting this form, to avoid any delay in the registration process.

## 1.7 BSC Website list of Suppliers which have satisfied the criteria to complete a change of Primary BM Unit Lead Party within 5WDs for a Primary BM Unit with CVA metering and associated with a Customer premises

BSCCo will publish and maintain a list on the BSC Website of the Party Name and ID of those Suppliers who satisfy the criteria referred to in section 3.14 of this procedure, and who have submitted a completed form BSCP15/4.10 Part A<sup>2</sup> to BSCCo in accordance with 3.15.1.

Note that BSCP15/4.11 Parts A and B must be received by BSCCo prior to a Change of Primary BM Unit Lead Party becoming Effective. The Primary BM Unit Effective From Date requested on the (re) registration form must be the calendar date after the Effective To Date requested on the de-registration form.

Where a Primary BM Unit has the FPN flag set to "Yes" Parties must comply with the NETSO Registration Requirements, especially paragraph 1.6 above, and the

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<sup>2</sup> Must be authorised by a Category A authorised signatory

Primary BM Unit's Effective From Date will be the same as the NETSO Commission Date.

Any change of Primary BM Unit Lead Party must be approved by BSCCo before the requirements of this and any related procedure are initiated.

## **1.8 Obligations**

Parties must have successfully completed Qualification under Section O of the BSC before the Effective From Date of a BM Unit registration in order for that BM Unit registration to become effective. However, Parties may begin the process of registering BM Units in accordance with this BSCP before they have completed Qualification under Section O of the BSC (relating to communications requirements), provided that they have begun the process of obtaining such Qualification.

## **1.9 Primary BM Units for CFD or CM Assets**

The BSC requires that any Primary BM Units with Contract For Difference (CFD) Assets shall comprise only those Assets allowed by the CFD.

### **Primary BM Units for CFD Assets Registered in Central Meter Registration Service (CMRS)**

Lead Parties will be able to register Primary BM Units for Metering Systems registered in CMRS under the existing processes and approach. This is because in CMRS the Primary BM Unit is specific to the Generating Unit and it is therefore possible to change Primary BM Unit ownership (retaining the same identifier). The Primary BM Unit can therefore exist for the lifetime of the Generating Unit, and consequently the lifetime of the CFD. This means that new registration arrangements or processes are not necessary.

### **Primary BM Units for CFD or CM Assets Registered in SMRS**

Additional Primary BM Units are not a permitted CM metering option. Metered volumes associated with CM Assets registered in SMRS cannot be provided to a CM Settlement Services Provider using Additional Primary BM Units. CM Assets may still be allocated to Additional Primary BM Units, registered under process 3.4.

Additional Primary BM Units for CFD Assets registered in SMRS may be provided to a CFD Settlement Services Provider (CFDSSP) to be used for CFD settlement purposes. The registration of Additional Primary BM Units for CFD Assets shall follow process 3.18. Additional Primary BM Units for non-CFD Assets registered in SMRS should follow 3.4.

### **Additional Primary BM Units for CFD Assets Registered in SMRS**

Both Lead Parties and BSCCo may initiate the registration process for Additional Primary BM Units for CFD Assets registered in SMRS using process 3.18. Additional Primary BM Units for CFD Assets are not liable for the Section D charge for Additional Primary BM Units. Consequently all Additional BM Unit registrations

for CFD Assets must be confirmed with or instructed by the CFDSSP, and shall follow a naming convention.

The CFDSSP instructs Additional Primary BM Unit registration details to BSCCo based on information that generators with a CFD are obliged to notify to the CFDSSP, such as when the Additional Primary BM Units are needed. This reduces the need for Lead Parties to manage the Additional Primary BM Unit registration process. Lead Parties should find Additional Primary BM Units are registered and available for use when needed.

Where it is not known which Supplier will take responsibility for Metering Systems associated with a generator with a CFD, BSCCo will register Additional Primary BM Units for a set of Suppliers. The set will be based on a list maintained by BSCCo. The list is maintained in accordance with section 3.20. Each set of Additional Primary BM Units will be associated with the relevant CFD for the lifetime of the CFD. Only one of the Additional Primary BM Units in the set shall be 'active' on any particular Settlement Day.

In SMRS the Primary BM Unit represents the Supplier's Metering System(s), so the Generating Unit(s) must be assigned to an Additional Primary BM Unit so that the Primary BM Unit Metered Data relates to the relevant CFD and can therefore be used by the CFDSSP for CFD Settlement purposes.

CFD Generating Unit(s) must move between Additional Primary BM Units as responsibility under the BSC for the Metering System(s) changes i.e. as a CFD generator changes Suppliers/Offtakers its Metering Systems must move from its old Supplier's Additional Primary BM Unit to its new Supplier Additional Primary BM Unit. Supplier Primary BM Unit ownership can only take place when a Supplier transfers its Supplier ID i.e. ownership of the Supplier ID (and license) is transferred. Additional Primary BM Units registered for CFD Assets will therefore only last for the lifetime of the CFD. When the CFD expires the CFDSSP will instruct BSCCo to deregister the relevant Additional Primary BM Units to coincide with the expiry of the CFD. The CFDSSP will know when a CFD expires.

## 2. Acronyms and Definitions

### 2.1 List of Acronyms

The following is a list of acronyms used in BSCP15:

<b>Acronym</b>	<b>Expression</b>
BMRA	Balancing Mechanism Reporting Agent
BSCCo	Balancing and Settlement Code Company
CDCA	Central Data Collection Agent
CFD	Contract For Difference
CFDSSP	Contract for Difference Settlement Services Provider
CM	Capacity Market
CMRS	Central Meter Registration Service
CRA	Central Registration Agent
CoPBLP	Change of Primary BM Unit Lead Party
CVA	Central Volume Allocation
DNC	Declared Net Capacity
EDL	Electronic Dispatch Logging
EDT	Electronic Data Transfer
EFD	Effective From Date
ETD	Effective To Date
FPN	Final Physical Notification
GSP	Grid Supply Point
IA	Interconnector Administrator
ID	Identifier
LDSO	Licensed Distribution System Operator
MDD	Market Domain Data
MSID	Metering System ID
NETSO	National Electricity Transmission System Operator as the holder of the Transmission Licence and any reference to "NETSO", "NGESO", "National Grid Company" or "NGC" in the Code or any Subsidiary Document shall have the same meaning.
P/C	Production / Consumption
SMRA	Supplier Meter Registration Agent
SPD	Settlement Period Duration
SVAA	Supplier Volume Allocation Agent

Acronym	Expression
SVA	Supplier Volume Allocation
TSBP	Transmission System Boundary Point
VAU	Volume Allocation Unit
VLP	Virtual Lead Party
WD	Working Day

## 2.2 List of Definitions

<b>Contracted LDSO</b>	The Contracted LDSO is an LDSO who has the obligation to provide the SMRS service to the Registrant of the Metering System.
<b>Control Point</b>	As defined in the Grid Code.
<b>Declared Net Capacity</b>	<p>In relation to a generating station, it is the output of that station to the Total System multiplied by the relevant following constant:</p> <ul style="list-style-type: none"> <li>• Station driven by tidal/wave power – 0.33</li> <li>• Station driven by wind power – 0.43</li> <li>• Station driven by solar power – 0.17</li> <li>• All others – 1.0</li> </ul> <p>This term is used in statutory instrument 2001 No. 3270 The Electricity (Class Exemptions for the Requirement for a Licence) Order 2001.</p>
<b>Effective From Date</b>	The Settlement day from which the Primary and Secondary BM Unit is allowed to trade.
<b>Effective To Date</b>	The final Settlement day that the Primary and Secondary BM Unit is allowed to trade.
<b>GC or DC Breach</b>	The positive or negative value of $QM_{ij}$ for the BM Unit divided by SPD has exceeded the GC by the GC Limits or has exceeded the DC by the DC Limits. The GC or DC Limits are defined in Section K3.4.3A
<b>NETSO Commission Date</b>	The date from 0000 hours on which the BM Unit can trade through the NETSO systems.
<b>Nominated Licensed Distribution System Operator</b>	The Nominated LDSO is the LDSO which has obligations to submit the GSP Group Metered Volume Aggregation Rules.
<b>Non-Standard Primary BM Unit</b>	A configuration of Plant and Apparatus determined by the Panel to be a single Primary BM Unit in accordance with BSC Section K3.1.6.
<b>Operational Metering</b>	The metered data associated with the Primary and Secondary BM Unit which is utilised by the NETSO.
<b>Production / Consumption (P/C) Flag</b>	The flag within CRA systems which records either the fixed P/C Status elected for an Exempt Export Primary BM Unit by the Lead Party, or the fixed P/C Status allocated to an Interconnector Primary BM Unit or the fixed P/C Status elected for a Secondary BM Unit by the Virtual Lead Party.
<b>Self-Service Gateway</b>	An online portal, accessible through the BSC Website, that allows authorised users to provide and maintain registration data, including (but not limited to) the data defined in this BSCP.

<b>Standard Primary BM Unit</b>	A configuration of Plant and Apparatus that forms one of the single Primary BM Units set out in BSC Section K3.1.4.
<b>Supplier ID Transferee</b>	Trading Party that will become responsible for the relevant Supplier ID.
<b>Supplier ID Transferor</b>	Trading Party Transferring the relevant Supplier ID.
<b>Trading Agent</b>	The Balancing Mechanism Lead Party or their Agent, registered as submitting data to or receiving data from the NETSO, in respect of Primary and Secondary BM Units assigned to them.
<b>Trading Point</b>	A commercial and, where so specified in the Grid Code, an operational interface between a user and the NETSO, which a user has notified to the NETSO.

**All other terms are as defined in the Code**



### 3. Interface and Timetable Information

#### 3.1 Registration of Primary BM Unit Associated with Metering Systems Registered with the CRA<sup>3</sup>

Steps 3.1.1 to 3.1.11 apply to Non-Standard Primary BM Unit Applications.

Steps 3.1.12 onwards apply to both Standard and Non-Standard Primary BM Unit Applications, and follow the preceding steps specific to Non-Standard Primary BM Unit Applications.

A Party applying for Exempt Export status for a new Primary BM Unit registration should follow procedures 3.1 and 3.10 concurrently.

A Party applying for Exempt Export status for an existing Primary BM Unit does not need to follow this procedure 3.1 but should follow procedure 3.10.

Parties undertaking a Change of CVA Primary BM Unit Lead Party for an Exempt Export Primary BM Unit should follow procedure 3.13.

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.1.1	At least 60 WD prior to Effective From Date (in the case of Non-Standard Primary BM Units)  If registering a Standard Primary BM Unit go straight to step 3.1.12	If the Party does not believe the application meets the requirements for a Standard Primary BM Unit as set out in the Code or the Party requires a Non-Standard Primary BM Unit for another reason, submit application for Non-Standard Primary BM Unit by submitting a form or request via the Self-Service Gateway.  Also submit electrical single line diagram(s) clearly showing the proposed configuration, the location of the Metering Equipment, in particular the Settlement current and voltage transformers (CTs/VTs) and CT/VT ratios <sup>4</sup> , and all existing Boundary Points and	Party	BSCCo	BSCP15/4.13 Application for Non-Standard Primary BM Unit signed by an authorised person registered as such using BSCP38.	Email / Self-Service Gateway

<sup>3</sup> Not required for Change of CVA Primary BM Unit Lead Party unless any changes are to be made to existing registration data.

<sup>4</sup> If the CT / VT ratios are not known 30WD / 60WD prior to the EFD, this information should be sent separately by 16WD prior to the EFD.

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
		any System Connection Points at or near the proposed Boundary Point(s). <sup>5, 6, 7</sup>				
3.1.2	Following 3.1.1	Check application for Non-Standard Primary BM Unit for completeness and compliance with requirements of BSC Section K3.1.	BSCCo		BSCP15/4.13 Application for Non-Standard Primary BM Unit.	Internal process
3.1.3	Where appropriate for Non-Standard Primary BM Unit	Where additional information or clarifications are required for a determination to be reached, request such information from the Party.	BSCCo	Party	Request for specific information.	Email
3.1.4	As required for Non-Standard Primary BM Unit and in the timescales required by BSCCo to meet Panel requirements	If request for more information received, provide requested information as agreed between BSCCo and the Party.	Party	BSCCo	Requested information.	Email
3.1.5	As soon as possible following 3.1.2 or 3.1.4 as appropriate	Send Non-Standard Primary BM Unit for comment on and agreement of the proposed configuration.	BSCCo	NETSO	BSCP15/4.13 Application for Non-Standard Primary BM Unit.	Email
3.1.6	Within 5WD of 3.1.5	Provide comments on the proposed configuration and whether it is agreeable.	NETSO	BSCCo		Email
3.1.7	Following 3.1.6 if the NETSO does not agree with the proposed configuration	Notify Party that the NETSO does not agree with the proposed configuration and ask if the Party wishes to proceed with the Non-Standard Primary BM Unit application in its current form.	BSCCo	Party		Email
3.1.8	Following 3.1.7	Advise BSCCo whether to proceed with the application or not. Go to 3.1.9 or back to 3.1.1 as appropriate.	Party	BSCCo		Email

<sup>5</sup> If a Primary BM Unit registration is requested using Electronic File Data Transfer, the passwords and signatures are not required as the access control to the participant system is sufficient authentication.

<sup>6</sup> Where the Party is applying to register two or more Offshore Power Park Modules as a Combined Offshore BM Unit, BSCCo recommends that the Party consults with the NETSO before submitting this form.

<sup>7</sup> This information is required to help ensure the energy flow(s) for the proposed Boundary Point(s) are accounted for, where necessary (e.g. under an existing Metering Dispensation for difference metering), in the Aggregation Rules of any associated Volume Allocation Units (e.g. Interconnectors, other relevant BM Units, Grid Supply Points, GSP Groups or Distribution System Connection Points).

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.1.9	Following 3.1.6 or 3.1.8 and following receipt of sufficient information in 3.1.1 and if appropriate 3.1.4 and to meet Panel timescales	Prepare and submit Panel paper for consideration.	BSCCo	Panel	Panel paper BSCP15/4.13 Application for Non-Standard Primary BM Unit Electrical single line diagram(s).	Internal process
3.1.10	At next convenient Panel meeting	Consider application and either approve the Non-Standard Primary BM Unit, defer the Non-Standard Primary BM Unit application pending more information, or reject the Non-Standard Primary BM Unit.	Panel	BSCCo	Panel decision.	
3.1.11	Following Panel meeting for Non-Standard Primary BM Unit	Inform Party of Panel decision. Request further information if required. If further information required go back to step 3.1.9.	BSCCo	Party		Email
3.1.12 <sup>8,9,10</sup>	At least 30 WD prior to Effective From Date	Submit Registration of Primary BM Unit form and, if not already submitted, an electrical single line diagram(s) showing the location of the Metering Equipment, in particular the Settlement current and voltage transformers (CTs/VTs) and CT/VT ratios <sup>11</sup> , and all existing Boundary Points and any System Connection Points at or near the proposed Boundary Point(s). <sup>12, 13, 14</sup>	Party	CRA	BSCP15/4.1, Registration of Primary BM Unit signed by an authorised person, registered as such using BSCP38.	Fax / Post / Email / Self-Service Gateway
3.1.13	Within 1 WD of receipt of	Acknowledge receipt of Registration of Primary BM	CRA	Party		Fax / Email /

<sup>8</sup> Suppliers that have Customers directly connected to the Transmission System can register and de-register the BM Unit associated with that Customer premises within 5WD if the criteria in Section 1.7 have been satisfied.

<sup>9</sup> Where the Primary BM Unit has the FPN flag set to Yes the NETSO must be contacted at least 30 WD prior to EFD.

<sup>10</sup> Metering Systems are registered in accordance with BSCP20

<sup>11</sup> If the CT / VT ratios are not known 30WD / 60WD prior to the EFD, this information should be sent separately by 16WD prior to the EFD.

<sup>12</sup> If a BM Unit registration is requested using Electronic File Data Transfer, the passwords and signatures are not required as the access control to the participant system is sufficient authentication.

<sup>13</sup> Where the Party is applying to register 2 or more Offshore Power Park Modules as a Combined Offshore BM Unit, BSCCo recommends that the Party consults with the NETSO before submitting this form.

<sup>14</sup> This information is required to help ensure the energy flow(s) for the proposed Boundary Point(s) are accounted for, where necessary (e.g. under an existing Metering Dispensation for difference metering), in the Aggregation Rules of any associated Volume Allocation Units (e.g. Interconnectors, other relevant BM Units, Grid Supply Points, GSP Groups or Distribution System Connection Points).

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
	3.1.12	Unit form				Post / Self-Service Gateway
3.1.14	At the same time as 3.1.13	The CRA checks the following: <ol style="list-style-type: none"> <li>1. The Party is registered with the CRA</li> <li>2. The form has been completed by an authorised person.</li> <li>3. The Effective From Date for the Primary BM Unit is on or after the Effective From Date for the Party.</li> </ol>	CRA		As submitted in 3.1.2	Internal Process
3.1.15	At the same time as 3.1.13	Where the Primary BM Unit is embedded within a GSP Group, confirm with the SMRA and Party whether the Metering System was previously registered in SMRA, and if “Yes” ensure that the Effective From Date is such that it prevents dual or no registration of supply in accordance with BSCP68.	CRA	Party SMRA	Primary BM Unit Effective From Date. (Where the Primary BM Unit Effective From Date is such that it will have dual or no registration the Party should be informed to register the Primary BM Unit with a new Effective From Date.)	Fax / Email
3.1.16	At the same time as 3.1.13	Inform CDCA, NETSO and BSCCo of the intended Primary BM Unit registration.	CRA	CDCA NETSO BSCCo		Fax / Email
3.1.17	At the same time as 3.1.13	Where the Primary BM Unit is embedded within a Distribution System inform the Contracted LDSO of the registration.  Where the Contracted LDSO is not the Nominated LDSO for the GSP Group, CRA should also inform the Nominated LDSO of the registration.	CRA	Relevant LDSO(s)	Primary BM Unit information including Effective From Date	Post / Fax / Email
3.1.18	At least 20 WD prior to Effective From Date	For Embedded Primary BM Units, initiate the Line Loss Factor process (BSCP128) by submitting CVA	LDSO	BSCCo	CVA Long or Short Format data files in accordance with BSCP128	Fax, post or email and

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
	(unless otherwise agreed by the BSC Panel)	LLFs for MSID			Appendix 5. Signed by an authorised person as per BSCP38	Electronic Spreadsheet
3.1.19	Within 5 WD of 3.1.16	Where the Party is applying to register 2 or more Offshore Power Park Modules as a Combined Offshore BM Unit, the NETSO shall confirm whether it determines that such a configuration is suitable to constitute a single BM Unit Primary BM Unit.	NETSO	CRA BSCCo	A statement as to whether the NETSO determines that the Party's requested configuration of Offshore Power Park Modules is suitable to constitute a single Primary BM Unit	Fax / Email / Post
3.1.20	Within 5 WD of 3.1.16 and (if applicable) at the same time as 3.1.19	The NETSO may object to the registration.	NETSO	CRA	A statement detailing the nature of the objection  Where an objection cannot be resolved, the CRA shall escalate the objection to BSCCo	Fax / Email / Post
3.1.21	15 WD prior to the Effective From Date	BSCCo to send data to CRA.  CRA to register the Working Day Credit Assessment Load Factor (WDCALF), Non-Working Day Credit Assessment Load Factor (NWDCALF), Supplier Export Credit Assessment Load Factor (SECALF) and Transmission Loss Factor (TLF) data for the Primary BM Unit and ensure that this data is registered prior to the Effective From Date of the Primary BM Unit.	BSCCo	CRA	WDCALF, NWDCALF and SECALF data – Credit Assessment Load Factors (CRA-I011)  Transmission Loss Factors (CRA-I029)	Email
3.1.22	5 WD prior to Effective From Date	CDCA to confirm the following:  1. Whether the Metering System proving test associated with the Primary BM Unit has been completed successfully.  2. The Aggregation Rules have been successfully registered for the Primary BM Unit in accordance with BSCP75.	CDCA	CRA	Metering System proving test results, Meter Aggregation Rules  (Where confirmation has not been provided the Primary BM Unit registration shall remain pending.)	Email / Fax / Electronic

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
		3. The Aggregation Rules of any existing VAUs have been updated, if required where another BM Unit is connected at the same CVA Boundary Point and the registration of the new BM Unit affects the Aggregation Rules of the existing VAUs.				
3.1.23	On or before Effective From Date	Provide Party and BSC Agents with registration reports.	CRA	Party  NETSO and BSCCo  BSC Agents	Registration reports of data entered onto systems including Effective From Date – Registration Report (CRA-I014),  Operations Registration Report (CRA – I020),  BM Unit, Interconnector and GSP Group Data (CRA-I015).	Electronic

### 3.2 Registration of Interconnector Primary BM Units

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.2.1	At least 30 WD prior to Effective From Date	Submit Registration of Primary BM Unit form or information via the Self-Service Gateway.  Inform the NETSO of Primary BM Unit registration	Party Party	CRA NETSO	BSCP15/4.1, Registration of Primary BM Unit signed by an authorised person, registered as such using BSCP38.	Fax / Email / Post / Self-Service Gateway  Fax / Email
3.2.2	Within 1 WD of receipt of 3.2.1	Acknowledge receipt of Registration of Primary BM Unit request	CRA	Party		Fax / Email / Post / Self-Service Gateway
3.2.3	At the same time as 3.2.1	The CRA checks the following: 1. The Party is registered with the CRA as an Interconnector User. 2. The form has been completed by an authorised person. 3. The Effective From Date for the Primary BM Unit is on or after the Effective From Date for the Party.	CRA		As submitted in 3.2.1	Internal Process
3.2.4	At the same time as 3.2.2	Inform CDCA, the NETSO and BSCCo of the intended Primary BM Unit registration.	CRA	CDCA NETSO BSCCo		Fax / Email / Self-Service Gateway
3.2.5	Within 5 WD of 3.2.4	The NETSO may object to the registration.	NETSO	CRA	A statement detailing the nature of the objection	Fax / Email / Post

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.2.6	15 WD prior to the Effective From Date	BSCCo to send data to CRA. CRA to register the Transmission Loss Factor (TLF) data for the Primary BM Unit and ensure that this data is registered prior to the Effective From Date of the Primary BM Unit <sup>15</sup> .	BSCCo	CRA	Transmission Loss Factors (CRA-I029)	Email
3.2.7	On or before Effective From Date	Provide Party and BSC Agents with registration reports.	CRA	Party  NETSO and BSCCo BSC Agents	Registration reports of data entered onto systems including Effective From Date – Registration Report (CRA-I014), Operations Registration Report (CRA – I020), BM Unit, Interconnector and GSP Group Data (CRA-I015).	Electronic

<sup>15</sup> The TLM for an Interconnector BM Unit will be set to 1, irrespective of the value of the TLF



### 3.3 Notification of a New Supplier or Supplier ID and Base Primary BM Unit IDs

This process does not cover the Registration of a Party. For this procedure, refer to BSCP65.

If a Supplier is applying for Exempt Export status for a Base Primary BM Unit, then procedure 3.10 should also be followed (either concurrently or subsequently, depending on the timing of the Supplier's application for Exempt Export status).

Parties undertaking a Transfer of Supplier ID whose associated Primary BM Units include any Exempt Export Primary BM Units should follow procedure 3.14 and, where necessary/appropriate, procedure 3.12.

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.3.1	At least 30 WD prior to Effective From Date	Notification of a new Supplier or Supplier ID.  (The requirement for 30WDs notice may be reduced if there is agreement between the CRA/BSCCo/Party/NETSO and that this date coincides with a MDD publication date.)	BSCCo	CRA	Supplier Name, Supplier ID and Effective From Date	Fax / Email / Self-Service Gateway
3.3.2	Upon notification of 3.3.1	The CRA shall register Primary BM Unit identifiers, one for each GSP Group which shall be used for allocating SMRA consumption data for the Supplier or Supplier ID.	CRA		Notification of new Supplier or Supplier ID.	Internal Process
3.3.3	At the same time as 3.3.2	Allocate each Base Primary BM Unit to the Base Trading Unit for the relevant GSP Group (and set the Base Trading Unit Flag for each Primary BM Unit). <sup>16, 17</sup>	CRA		Creation of new Base Primary BM Units for each GSP Group	Internal Process

<sup>16</sup> If the Primary Base BM Unit is an Exempt Export Primary BM Unit, the Lead Party can change the Primary BM Unit's allocated Trading Unit by providing notification in accordance with BSCP31.

<sup>17</sup> Note that, with the exception of any Exempt Export Primary BM Units in Base Trading Units which have explicitly elected to have a P/C Status of Production, all Primary BM Units in Base Trading Units will always have a P/C Status of Consumption in accordance with Section K3.5.

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.3.4	At the same time as 3.3.2	Notify SVAA and BSCCo of the Base Primary BM Units registered.	CRA	SVAA BSCCo	BM Unit and GSP Group Data (CRA-I015) including Supplier ID, BM Unit IDs and the Effective From Date  Registration Report (CRA-I014)  (Where a Base Primary BM Unit will exceed the NETSO's de minimis requirements to submit Physical Notifications the Party is required to notify the NETSO)	Electronic
3.3.5	On receipt of data in 3.3.4	CRA to receive and register the Working Day Credit Assessment Load Factor (WDCALF), Non-Working Day Credit Assessment Load Factor (NWDALF), Supplier Export Credit Assessment Load Factor (SECALF), and Transmission Loss Factor (TLF) data for the Primary BM Unit and to ensure that this data is registered prior to the Effective From Date of the Primary BM Unit.	BSCCo	CRA	WDCALF, NWDALF and SECALF data – Credit Assessment Load Factors (CRA-I011)  Transmission Loss Factors (CRA-I029)	Email
3.3.6	Prior to the effective date of the Base Primary BM Units	Supplier to complete the Primary BM Unit registrations by providing the initial GC/DC values and FPN Flag and where appropriate the NGC Primary BM Unit Name.	Party	CRA	BSCP15/4.1, Registration of Primary BM Unit signed by an authorised person, registered as such using BSCP38.	Fax / Post / Email / Self-Service Gateway
3.3.7	On or before Effective From Date	Provide Party and BSC Agents with registration reports.	CRA	Party BSC Agents NETSO BSCCo	Standing data reports of data entered onto systems (CRA-I014, CRA-I015 and CRA-I020).	Electronic  (Fax/Email to BSC Agents and BSCCo)

### 3.4 Registration of Additional Primary BM Unit (Supplier Only)

A Supplier applying for Exempt Export status for a new Additional Primary BM Unit should follow procedures 3.4 and 3.10 concurrently.

A Supplier applying for Exempt Export status for an existing Additional Primary BM Unit does not need to follow this procedure 3.4 but should follow procedure 3.10.

Parties undertaking a Transfer of Supplier ID whose associated BM Units include any Exempt Export Primary BM Units should follow procedure 3.14 and, where necessary/appropriate, procedure 3.12.

A Supplier registering an Additional Primary BM Unit for CFD Assets should not follow this procedure 3.4, but should follow procedure 3.18.

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.4.1	As required, but before 3.4.2.	Initiate Market Domain Data (MDD) process (BSCP509)	Originator	BSCCo	Form BSCP509/01 & relevant part of entity forms document.	Fax / Email
3.4.2	At least 15 <sup>18</sup> WD prior to Effective From Date if FPN flag set to 'no', or 30 WD <sup>18</sup> prior to Effective From Date if FPN flag set to 'yes'	Submit Registration of Primary BM Unit form <sup>19</sup> or complete relevant sections of the Self-Service Gateway  Effective From Date must be on or after the MDD Go Live Date.	Party	CRA	BSCP15/4.1, Registration of Primary BM Unit signed by an authorised person, registered as such using BSCP38.	Fax / Post / Email / Self-Service Gateway
3.4.3	Within 1 WD of receipt of 3.4.2	Acknowledge receipt of Registration of Primary BM Unit request	CRA	Party	As submitted in 3.4.2	Fax / Email / Self-Service Gateway

<sup>18</sup> The EFD must align with MDD Release Schedule and be agreed between the NETSO, CRA, Party and BSCCo as applicable

<sup>19</sup> If an Additional Primary BM Unit is requested using Electronic File Data Transfer, the passwords and signatures are not required as the access control to the participant system is sufficient authentication. Where faxes are used, participants are required to submit hard copies of the forms by post in case the faxed signatures are illegible.

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.4.4	At the same time as 3.4.3	Check that the Party is registered with the CRA and that the form or the relevant part of the Self-Service Gateway has been completed by an authorised person. Also check the registration data to confirm the FPN flag has been set correctly.	CRA		As submitted in 3.4.2	Internal Process
3.4.5	At the same time as 3.4.3	Allocate the Additional Primary BM Unit to the Base Trading Unit for the relevant GSP Group (and set the Base Trading Unit Flag for each Primary BM Unit). <sup>20, 21</sup>	CRA		As submitted in 3.4.2 Creation of new Additional Primary BM Unit for a GSP Group	Internal Process
3.4.6	At the same time as 3.4.3	In all cases inform BSCCo of the Additional Primary BM Unit Registrations.	CRA	BSCCo	Manual request for authorisation	Fax / Email / Self-Service Gateway
3.4.7	On receipt of data in 3.4.6	CRA to receive and register the Working Day Credit Assessment Load Factor (WDCALF), Non-Working Day Credit Assessment Load Factor (NWDCALF), Supplier Export Credit Assessment Load Factor (SECALF), and Transmission Loss Factor (TLF) data for the Primary BM Unit and to ensure that this data is registered prior to the Effective From Date of the Primary BM Unit.	BSCCo	CRA	WDCALF, NWDCALF and SECALF data – Credit Assessment Load Factors (CRA-I011)  Transmission Loss Factors (CRA-I029)	Email

<sup>20</sup> If the Additional Primary BM Unit is an Exempt Export Primary BM Unit, the Lead Party can change the Primary BM Unit's allocated Trading Unit by providing notification in accordance with BSCP31. If no notification is provided by the Lead Party, the Primary BM Unit will be allocated to the Base Trading Unit for its GSP Group.

<sup>21</sup> Note that, with the exception of any Exempt Export BM Units in Base Trading Units which have explicitly elected to have a P/C Status of Production, all BM Units in Base Trading Units will always have a P/C Status of Consumption in accordance with Section K3.5.

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.4.8	Following 3.4.7	Confirm all steps in the Primary BM Unit registration process have been completed.	CRA	BSCCo	Completed BSCCo Checklist	Fax / Email / Self-Service Gateway
3.4.9	Within 1 WD of 3.4.2 but after 3.4.4	Inform Party, BSCCo, NETSO and BSC Agents of the Primary BM Unit registration.	CRA	BSCCo NETSO SVAA BSC Agents Party	CRA-I020. BM Unit, Interconnector and GSP Group Data to SVAA (CRA-I015) Registration Report (CRA-I014) to Parties.	Electronic  (Email / Fax to BSC Agents and BSCCo)
3.4.10	Following publication of final MDD circular	'Point of no return'. In order to ensure full data consistency across all BSC Agent and the NETSO systems a pending Additional Primary BM Unit registration cannot be withdrawn or amended beyond this point except by prior agreement with BSCCo. <sup>22</sup>				

<sup>22</sup> Primary BM Unit registration timescales may be reduced in certain circumstances if the registering Party agrees that the registration will not be withdrawn or amended after the 'point of no return'.

### 3.5 De-Registration of Primary BM Unit Excluding Base Primary BM Unit

Not required for Change of CVA Primary BM Unit Lead Party

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.5.1	At least 25 WD prior to the Effective To Date	Where the circuits associated with the Primary BM Unit are to be disconnected from the Transmission Distribution Systems, request a Certificate of Disconnection.	Party	LDSO <sup>23</sup> Or NETSO	Request for Certificate of Disconnection	Fax / Post / Email
3.5.2	Within 5 WD of 3.5.1	Send Certificate of Disconnection.	LDSO  Or NETSO	CRA  Party	Where appropriate a Certificate of Disconnection  or BSCP25/5.1 "Deregistration of a TSBP" or BSCP25/5.5 "De-registration of a DSCP", signed by an authorised person, registered as such using BSCP38.	Fax / Post
3.5.3 <sup>8, 24</sup>	At least 20 WD prior to Effective To Date	Submit de-registration of Primary BM Unit form <sup>25</sup> or complete relevant section of the Self-Service Gateway  De-registration of Additional Primary BM Units (Supplier only) is processed in parallel with BSCP509 Changes to Market Domain Data <sup>26</sup>	Party	CRA	BSCP15/4.2, De-Registration of Primary BM Unit signed by an authorised person, registered as such using BSCP38.	Fax / Post / Email / Self-Service Gateway
3.5.4	Upon receipt of 3.5.3	Check the form or the Self-Service Gateway for completeness and authorisation (as per BSCP38 Authorisations).	CRA			Internal

<sup>23</sup> If the Primary BM Unit is an Embedded BM Unit, Party requests from LDSO. If the Primary BM Unit is a Directly Connected Primary BM Unit, Party requests from NETSO.

<sup>24</sup> Any relevant Metering Systems should be de-registered in accordance with BSCP20

<sup>25</sup> If a Primary BM Unit De-registration is requested using Electronic File Data Transfer, the passwords and signatures are not required as the access control to the participant system is sufficient authentication. Where faxes are used, participants are required to submit hard copies of the forms by post in case the faxed signatures are illegible.

<sup>26</sup> Party to initiate BSCP509 before the de-registration form is submitted to the CRA

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.5.5	Within 1 WD of 3.5.4	Acknowledge receipt of de-registration of Primary BM Unit form	CRA	Party		Fax / Post / Email / Self-Service Gateway
3.5.6	At the same time as 3.5.5	Notify CDCA, NETSO and BSCCo of the Primary BM Unit de-registration. <sup>27</sup>	CRA	CDCA NETSO BSCCo		Fax / Email / Self-Service Gateway
3.5.7	At the same time as 3.5.5	Where the Primary BM Unit is an additional Supplier Primary BM Unit the CRA shall notify the SVAA of the Primary BM Unit. <sup>28</sup>	CRA	SVAA <sup>29</sup>		Email / Fax
3.5.8	At the same time as 3.5.5	Where the Primary BM Unit is embedded within a Distribution System inform the Contracted LDSO of the de-registration.  Where the Contracted LDSO is not the Nominated LDSO for the GSP Group, CRA should also inform the Nominated LDSO of the de-registration	CRA	Relevant LDSO(s)	Primary BM Unit information including Effective To Date.	Post / Fax
3.5.9	Within 1 WD of 3.5.5	Where the de-registration is associated with an Interconnector, inform the relevant Interconnector Administrator of the Primary BM Unit de-registration.	CRA	IA	Party Name, Primary BM Unit ID(s) and Effective To Date	Fax / Email
3.5.10	At least 15 WD prior to Effective To Date	Confirmation of Effective To Date.	CRA	CDCA NETSO / LDSO Party	Confirmation of Effective To Date	Fax / Email / Self-Service Gateway

<sup>27</sup> Where the Primary BM Unit has a FPN set to No, the NETSO does not need to be informed of the De-Registration

<sup>28</sup> The Supplier needs to ensure all Metering Systems associated with the additional Supplier Primary BM Unit are re-allocated to either the Base Primary BM Unit or another Supplier BM Unit associated with the same GSP Group (BSCP503 & 507) unless circuits are being disconnected.

<sup>29</sup> Notification of such Primary BM Units shall be sent to the SVAA in its capacity as the Market Domain Data manager

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.5.11	On or before Effective To Date	Update systems and provide Party, BSCCo, NETSO and BSC Agents with registration reports.	CRA	Party  NETSO and BSCCo  BSC Agents	Registration reports of data entered onto systems – Registration Report (CRA-I014),  Operations Registration Report (CRA – I020),  BM Unit, Interconnector and GSP Group Data (CRA-I015).	Electronic



### 3.6 De-Registration of Supplier Primary BM Units following Cessation of Supplier

Note: This process is specifically for the de-registration of Supplier Primary BM Units when a Party ceases to be a Supplier and therefore covers both Base Primary BM Units and any Additional Primary BM Units registered in the name of the Supplier and subject to SVA processes. However, it does not cover de-registration of Primary BM Units that are subject to Central Volume Allocation processes. Primary BM Units subject to CVA processes should be de-registered in accordance with section 3.5.

This process does not apply to a transfer of Supplier ID, which should be done in accordance with section 3.14.

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.6.1	As required.	Initiate Market Domain Data (MDD) process (BSCP509)	Party	BSCCo	Form BSCP509/01 & relevant part of entity forms document.  Effective To Date must be on or after the MDD Go Live Date.	Fax / Email
3.6.2	At least 30 WD prior to Effective To Date	Notification of cessation of a Supplier. Effective To Date must be on or after the MDD Go Live Date.  (The requirement for 30WD notice may be reduced if there is agreement between the CRA/BSCCo/Party/NETSO and that this date coincides with a MDD publication date.)	Party	CRA	Letter detailing the cessation of a Supplier with an Effective To Date and a request to de-register the Primary BM Units associated with the Supplier. This letter must state that the Primary BM Units do not have any associated Supplier Volume Allocation (SVA) Metering.	Post / Email / Self-Service Gateway
3.6.3	Within 1 WD of receipt of 3.6.2	Acknowledge receipt of notice of cessation of Supplier.	CRA	Party	Acknowledgement Letter from 3.6.2	Fax / Email / Self-Service Gateway
3.6.4	Following 3.6.3	De-register all Supplier Primary BM Units for that Supplier.	CRA		Supplier Primary BM Units for the Supplier with the Effective To Date.	Internal Process
3.6.5	After 3.6.4	Inform NETSO and BSC Agents of the Primary BM Units de-registration.	CRA	BSCCo NETSO BSC Agents Party	Registration Report (CRA-I014) containing Supplier name, Supplier ID, Effective To Date, Primary BM Unit Ids	Electronic / Email / Fax

### 3.7 Registration of Seasonal Estimates of Maximum Positive Magnitude and Maximum Negative Magnitude Primary BM Unit Metered Volume

For BM Units associated with Metering Systems registered with the CRA, if any change has been made to the configuration of the BM Unit, please refer to section 3.1 and form BSCP15/4.1 to re-register the reconfigured BM Unit.

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.7.1	10 WD prior to start of next Season	Submit seasonal estimates the maximum and positive magnitude and maximum negative magnitude Primary BM Unit Metered Volume (QM <sub>ij</sub> ) for all Primary BM Units.	Party	CRA	BSCP15/4.3, Registration of Seasonal Estimates of the maximum and positive and negative Primary BM Unit Metered Volume	Fax / Post / Self-Service Gateway
3.7.2	Within 1 WD of receipt from 3.7.1	Acknowledge receipt of Registration of seasonal estimates of the maximum and positive magnitude and maximum negative magnitude Primary BM Unit Metered Volume	CRA	Party	As submitted in 3.7.1	Fax / Post / Email / Self-Service Gateway
3.7.3	Before start of new Season	CRA to update their systems with the GC and DC values derived from the estimated maximum positive magnitude and maximum negative magnitude Primary BM Unit Metered Volume.	CRA		As submitted 3.7.1	Internal

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.7.4	Within 1 WD of receipt from 3.7.3	<p>The CRA is to notify, for information only, BSCCo, NETSO, relevant Parties and BSC Agents of the seasonal estimates of the maximum positive magnitude and maximum negative magnitude Primary BM Unit Metered Volume</p> <p>(The NETSO may request the Panel to review a Party's submission of the maximum and positive magnitude and maximum negative magnitude Primary BM Unit Metered Volume in accordance with Section K of the Code)</p>	CRA	Party NETSO, BSCCo  BSC Agents	Registration Report (CRA-I014) with Seasonal Estimates of the GC/DC for the Primary BM Unit. Operations Registration Report (CRA – I020),  Primary BM Unit (CRA – I015).	Email / Fax  Electronic

### 3.8 Mid-Season Changes of Generation Capacity and Demand Capacities by the Lead Party

This process supports the Code obligation on Parties to revise GC/DC capacity of a Primary BM Unit by an amount specified in Section K3.4.

Parties have the right to downwardly revise the magnitude of DC twice during a BSC Season when the magnitude of the capacity of a Supplier Primary BM Unit has decreased. Parties are not permitted to downwardly revise the magnitude of GC.

Parties should note that where a revised GC/DC submission causes a Trading Unit to change its P/C Status in accordance with Section K3.5, any MVRNA Authorisation will be terminated in accordance with Section P3. Parties may therefore need to re-establish such MVRNA Authorisations in accordance with BSCP71.

Where a change in a Primary BM Unit's Generation Capacity or Demand Capacity results in the FPN Flag being changed to "Yes" the Party is required to complete BSCP15/4.1, or the relevant section of the Self-Service Gateway.

For BM Units associated with Metering Systems registered with the CRA, if the change in Generation Capacity or Demand Capacity is required due to a change to the configuration of the BM Unit, please refer to the BSCP section [new] and form BSCP15/4.1 to re-register the reconfigured BM Unit.

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.8.1	At least 1 WD prior to Effective Date.	Submit revised seasonal estimates of the maximum positive magnitude and maximum negative magnitude Primary BM Unit Metered Volume ( $QM_{ij}$ ) for relevant Primary BM Units.	Party	CRA	BSCP15/4.4, Mid-Season Changes of Maximum Positive and Negative Primary BM Unit Metered Volume Estimates	Email / Fax / Post / Self-Service Gateway
3.8.2	Immediately following receipt in 3.8.1	Acknowledge receipt of changes of seasonal estimates of the maximum positive magnitude and maximum negative magnitude Primary BM Unit Metered Volume.	CRA	Party	As submitted in 3.8.1	Email / Fax / Self-Service Gateway

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.8.3	Within 1 WD of receipt from 3.8.1	The CRA is to notify BSCCo of the revised seasonal estimates of the maximum positive magnitude and maximum negative magnitude Primary BM Unit Metered Volume.	CRA	BSCCo	As submitted in 3.8.1 Validation by CRA	Email / Fax Electronic
3.8.4	Within 1 WD of receipt from 3.8.1	If decreasing the magnitude of the DC of a Supplier Primary BM Unit, the CRA will check the number of times the Party has decreased the magnitude of DC for that BSC Season.  If Party has reduced magnitude of DC less than twice for that BSC Season, then steps 3.8.5 to 3.8.6 should apply. If DC has already been reduced twice, then steps 3.8.7 to 3.8.8 should apply.	CRA		Validation by CRA	Internal Process
3.8.5	Within 1 WD of receipt from 3.8.1, if appropriate following 3.8.4	CRA to update their systems with the revised estimates, to commence from the Effective From Date requested by the Party.	CRA		As submitted in 3.8.1	Internal Process
3.8.6	At the same time as 3.8.5	CRA to notify Party of revised estimates	CRA	Party	Registration Report (CRA-I014) with seasonal estimates for the Primary BM Unit.	Electronic
3.8.7	Within 1 WD of receipt from 3.8.1, and following 3.8.4 if the Party has reduced the magnitude of DC more than twice	CRA to update internal records and does not process any GC/DC changes.	CRA			Email / Fax
3.8.8	At same time as 3.8.7	CRA to notify Party that DC reduction has not been allowed, and the reason why.	CRA	Party		Email / Fax

### 3.9 GC and DC Breach Monitoring by CRA and GC or DC Estimation Challenges by the Lead Party

This process supports the Code obligation on CRA to carry out periodic GC and DC Breach Monitoring as specified in Section K3.4.7A and, where a breach has been identified for a Primary BM Unit, replace GC or DC with a revised value derived from the CRA-Estimated GC or DC Amount. The Lead Party of the Primary BM Unit may challenge this through a GC or DC Estimation Challenge<sup>30</sup>.

If BSCCo upholds a GC or DC Estimation Challenge, any resultant decrease to the magnitude of the DC of a Supplier Primary BM Unit will not count towards the two permitted downwards mid-season changes to the DC, as specified in Section K3.4.2A.

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
<b>GC and DC Breach Monitoring</b>						
3.9.1	As required.	Monitor Primary BM Unit Metered Volumes from the current BSC Season to identify GC and DC Breaches.	CRA		GC and DC Limits	Internal Process
3.9.2	Where a GC or DC breach has been identified in 3.9.1.	Send GC or DC Breach Notification, including CRA-Estimated GC or DC Amount.	CRA	Party BSCCo CfD Service Provider CM Service Provider	CRA-I048 'GC or DC Breach Notification'	Email / Self-Service Gateway
3.9.3	Where a GC or DC breach has been identified in 3.9.1 <sup>31</sup> .	CRA to update the relevant Primary BM Unit's registration details with the CRA-Estimated GC or DC Amount, to become effective from the next Working Day.	CRA		CRA-Estimated GC or DC Amount.	Internal Process

<sup>30</sup> Please refer to the 'Generation Capacity (GC) and Demand Capacity (DC) Estimation Methodology and Challenge Guidance' document for guidance on this process.

<sup>31</sup> If the GC or DC Breach has not been processed in time to be included in the CRA registration reports, then the Effective From Date for the CRA-estimated GC or DC value shall be set to the Working Day after next.

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
<b>GC or DC Estimation Challenges by the Lead Party</b>						
3.9.4	If required, no later than 2 full WDs of 3.9.2.	Party to raise a GC or DC Estimation Challenge.	Party	CRA and/or BSCCo <sup>32</sup>	CRA-I049 'GC or DC Breach Estimation Challenge'	Email / Self-Service Gateway
3.9.5	Within 2WDs of 3.9.4.	BSCCo to review evidence submitted by Party and notify Party whether GC or DC Estimation Challenge has been upheld or rejected.	BSCCo	Party	CRA-I049 'GC or DC Breach Estimation Challenge'	Email / Self-Service Gateway
3.9.6	Immediately following completion of 3.9.5.	BSCCo to notify CRA of GC or DC Estimation Challenge outcome, including any revised BSCCo-Determined GC or DC Estimates.	BSCCo	CRA	CRA-I050 'GC or DC Breach Estimation Challenge Decision'	Email / Self-Service Gateway
3.9.7	Within 1WD of receipt from 3.9.8.	CRA to update the relevant Primary BM Unit registration details with any changes to GC or DC values <sup>33</sup> , to become effective from the next Working Day <sup>34</sup> .	CRA		CRA-I050 'GC or DC Breach Estimation Challenge Decision'	Internal Process

<sup>32</sup> BSC Parties may elect to raise a GC or DC Estimation Challenge through the Self-Service Gateway, in which case both CRA and BSCCo will be notified, or they can email BSCCo, who will raise the GC or DC Estimation Challenge on their behalf.

<sup>33</sup> If the CRA has two or more conflicting updates to Primary BM Unit Registration data with the same Effective From Date, it shall prioritise the updates in accordance with Section K3.4.7N and with Section K3.4.7O.

<sup>34</sup> If the changes to the GC or DC Values has not been processed in time to be included in the CRA registration reports, then the Effective From Date shall be set to the Working Day after next.

### 3.10 Application for Exemptable Generating Plant Status and Exempt Export Status for the Associated Primary BM Unit(s)

This process supports a Lead Party's ability under Section K1.5 to apply for Exemptable status for its Generating Plant. If the Party's application is successful, the Primary BM Unit(s) comprising the Exemptable Generating Plant will be granted Exempt Export status.

In accordance with Sections K1.5 and K3.5, the Lead Party must elect whether the P/C Status of each of its Exempt Export Primary BM Units is to be Production or Consumption. To do this, the Lead Party must elect a P/C Flag setting of either Production or Consumption for each Primary BM Unit as part of its application for Exemptable Generating Plant status. The Lead Party's elected P/C Flag setting will apply from the date that the Primary BM Unit's Exempt Export status (if granted) becomes effective. It will override the normal determination of P/C Status described in K3.5.2 such that the Exempt Export Primary BM Unit's P/C Status will be fixed as either Production or Consumption accordingly.

Once a Primary BM Unit has been granted Exempt Export status, its P/C Status as elected by the Lead Party through the Primary BM Unit's P/C Flag setting does not change unless the Lead Party makes a new election (by following procedure 3.12 or 3.13 as appropriate) or the Primary BM Unit's Exempt Export status is terminated (by following procedure 3.11).

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.10.1	As required. At least 20 WD prior to Requirement Date	Party provides BSCCo with details of the Generating Plant, the reasons for which the Party believes the Generating Plant to be Exemptable, and the P/C Flag that the Lead Party elects for each associated Primary BM Unit should Exemptable status be granted.  Or for a Generating Plant whose Exports are measured by SVA Metering Systems, Party provides BSCCo with certification that the Generating Plant is Exemptable and notification of the P/C Flag that the Lead Party elects for each associated Primary BM Unit should Exemptable status be granted.	Party	BSCCo	EITHER  Application for Exemptable Generating Plant Status BSCP15/4.5 – (Part A), plus any supporting information where appropriate  OR  Certification of Exemptable Status for Generating Plant With Exports Measured by SVA Metering Systems BSCP15 / 4.9 – (Part A), plus any supporting information where appropriate	Fax / Post / Email / Self-Service Gateway
3.10.2	Upon receipt of 3.10.1	Determine if further information or other evidence is required to demonstrate compatibility with the Code.	BSCCo			
3.10.3	If required by BSCCo	Submit further evidence as required.	Party	BSCCo	Details of further information	Fax / Post / Email / Self-Service Gateway



REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.10.4	Within 20 WD of receipt from 3.10.1	BSCCo verifies whether or not the Generating Plant is Exemptable and notifies the Party of its conclusion.  If the Party agrees with BSCCo's conclusion, BSCCo updates its records accordingly. If the Party does not agree, go to step 3.10.7.	BSCCo	Party	EITHER  Application for Exemptable Generating Plant Status BSCP15/4.5 – (Part B)  OR  Certification of Exemptable Status for Generating Plant With Exports Measured by SVA Metering Systems BSCP15/4.9 – (Part B)	Fax / Post / Email / Self-Service Gateway
3.10.5	At the same time as 3.10.4	Where the Generating Plant is granted Exemptable status, BSCCo will notify CRA to set the Exempt Export Flag and P/C Flag for each Primary BM Unit that comprises the Exemptable Generating Plant.	BSCCo	CRA	BSCP15/4.7 Commencement / Termination of Exempt Export Primary BM Unit Status	Fax / Post / Email / Self-Service Gateway
3.10.6	Within 1 WD of 3.10.5	Set the Exempt Export Flag and P/C Flag for each Primary BM Unit that comprises the Exemptable Generating Plant.  If the Exempt Export Primary BM Unit is Embedded, and unless notified otherwise by the Lead Party in accordance with BSCP31, allocate the Exempt Export Primary BM Unit to the Base Trading Unit for its GSP Group and set the Base Trading Unit Flag for the Primary BM Unit. <sup>35</sup>  If the Exempt Export Primary BM Unit is Directly Connected, and unless notified otherwise by the Lead Party in accordance with BSCP31, allocate the Exempt Export Primary BM Unit to a Sole Trading Unit. <sup>35</sup>  Notify the Lead Party, BSCCo and the NETSO.	CRA	Lead Party BSCCo NETSO BSC Agents	Registration Report CRA – I014  Operations Registration Report  CRA – I020  BM Unit, Interconnector and GSP Group Data CRA – I015	Electronic, or equivalent

<sup>35</sup> The Lead Party can change an Exempt Export Primary BM Unit's allocated Trading Unit by providing notification in accordance with BSCP31.

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.10.7	Upon receipt of 3.10.4 and if the Party disagrees with the decision	BSCCo refers application to the Panel on behalf of Party.	BSCCo	Panel	As submitted in 3.10.1 and, if appropriate 3.10.3.	Post / Email
3.10.8	Upon receipt of 3.10.7	Panel determines whether (in its opinion) Generating Plant is Exemptable and notifies BSCCo of its decision.	Panel	BSCCo	Details of decision	Panel Meeting
3.10.9	Within 1 WD of Panel Meeting	BSCCo notifies Party of Panel's decision. If the Party agrees with the decision, BSCCo updates its records accordingly. If the Party does not agree with the decision, go to step 3.10.12.	BSCCo	Party	Details of decision	Fax / Post / Email
3.10.10	At the same time as 3.10.9	Where the Generating Plant is granted Exemptable status, BSCCo will notify CRA to set the Exempt Export Flag and P/C Flag for each Primary BM Unit that comprises the Exemptable Generating Plant.	BSCCo	CRA	BSCP15/4.7 Commencement / Termination of Exempt Export Primary BM Unit Status	Fax / Post / Email / Self-Service Gateway

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.10.11	Within 1 WD of 3.10.10	<p>Set the Exempt Export Flag and P/C Flag for each Primary BM Unit that comprises the Exemptable Generating Plant.</p> <p>If the Exempt Export Primary BM Unit is Embedded, and unless notified otherwise by the Lead Party in accordance with BSCP31, allocate the Exempt Export Primary BM Unit to the Base Trading Unit for its GSP Group and set the Base Trading Unit Flag for the Primary BM Unit.<sup>35</sup></p> <p>If the Exempt Export Primary BM Unit is Directly Connected, and unless notified otherwise by the Lead Party in accordance with BSCP31, allocate the Exempt Export Primary BM Unit to a Sole Trading Unit.<sup>35</sup></p> <p>Notify the Lead Party, BSCCo and the NETSO.</p>	CRA	Lead Party BSCCo NETSO BSC Agents	<p>Registration Report CRA – I014</p> <p>Operations Registration Report</p> <p>CRA – I020</p> <p>BM Unit, Interconnector and GSP Group Data CRA – I015</p>	Electronic, or equivalent
3.10.12	Within 20 WD of receipt from 3.10.9 and if the Party disagrees with the decision	Party refers application to the Authority.	Party	Authority	As submitted in 3.10.1 and, if appropriate 3.10.3.	Fax / Post / Email
3.10.13	Upon receipt of 3.10.12	<p>Authority determines whether Generating Plant is Exemptable and notifies Party and BSCCo of its decision.</p> <p>If the Party agrees with the decision, BSCCo updates its records accordingly.</p>	Authority	Party BSCCo	Details of decision.	Fax / Post / Email
3.10.14	At the same time as 3.10.13	Where the Generating Plant is granted Exemptable status, BSCCo will notify CRA to set the Exempt Export Flag and P/C Flag for each Primary BM Unit that comprises the Exemptable Generating Plant.	BSCCo	CRA	BSCP15/4.7 Commencement / Termination of Exempt Export Primary BM Unit Status	Fax / Post / Email / Self-Service Gateway

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.10.15	Within 1 WD of 3.10.14	<p>Set the Exempt Export Flag and P/C Flag for each Primary BM Unit that comprises the Exemptable Generating Plant.</p> <p>If the Exempt Export Primary BM Unit is Embedded, and unless notified otherwise by the Lead Party in accordance with BSCP31, allocate the Exempt Export Primary BM Unit to the Base Trading Unit for its GSP Group and set the Base Trading Unit Flag for the Primary BM Unit.<sup>35</sup></p> <p>If the Exempt Export Primary BM Unit is Directly Connected, and unless notified otherwise by the Lead Party in accordance with BSCP31, allocate the Exempt Export Primary BM Unit to a Sole Trading Unit.<sup>35</sup></p> <p>Notify the Lead Party, BSCCo and the NETSO.</p>	CRA	Lead Party BSCCo NETSO BSC Agents	<p>Registration Report CRA – I014</p> <p>Operations Registration Report</p> <p>CRA – I020</p> <p>BM Unit, Interconnector and GSP Group Data CRA – I015</p>	Electronic, or equivalent

### 3.11 Termination of Exempt Export Status for a Primary BM Unit

This process supports the termination of Exempt Export status for a Primary BM Unit as triggered by Section K1.5.8.

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.11.1	As required	Where the Exempt Export Status is to be terminated, provide CRA with completed form BSCP15/4.7 or relevant part of the Self-Service Gateway, requesting and authorising CRA to unset the Exempt Export Flag and P/C Flag for the Primary BM Unit.  Notify the Party of the termination.	BSCCo	CRA Lead Party	Form BSCP15/4.7 Commencement / Termination of Exempt Export Primary BM Unit Status.	Fax / Post / Email / Self-Service Gateway
3.11.2	Within 1 WD of 3.11.1	Unset the Exempt Export Flag and the P/C Flag for the Primary BM Unit. <sup>36</sup>  If a CVA Primary BM Unit, ensure that the Primary BM Unit is allocated to a Sole Trading Unit. <sup>37</sup>  If a Supplier (Base or Additional) Primary BM Unit, ensure that the Primary BM Unit is allocated to the Base Trading Unit for its GSP Group. <sup>37</sup>  Notify the Lead Party, BSCCo and the NETSO.	CRA	Lead Party BSCCo NETSO BSC Agents	Registration Report CRA – I014 Operations Registration Report CRA – I020 BM Unit, Interconnector and GSP Group Data CRA – I015	Electronic or equivalent

<sup>36</sup> Once Exempt Export status is terminated, the Primary BM Unit's P/C Status will no longer be fixed by the Lead Party and will be determined in accordance with Section K3.5.2.

<sup>37</sup> The Lead Party can choose to register the Primary BM Unit in a different Trading Unit by following BSCP31.

### 3.12 Change of Production / Consumption Status for an Exempt Export Primary BM Unit by the Lead Party

This process supports a Lead Party's ability under K3.5 to change the previously-elected P/C Status for an Exempt Export Primary BM Unit, by enabling the Lead Party to change the Primary BM Unit's P/C Flag setting from Production to Consumption or vice versa.

Parties needing to elect the P/C Status of a new Exempt Export Primary BM Unit for the first time should refer to procedure 3.10 for details of how to set the Primary BM Unit's P/C Flag.

Where an existing Exempt Export Primary BM Unit is the subject of a Change of CVA Primary BM Unit Lead Party (CoPBLP), Parties should follow procedure 3.13 to ensure that the Party registering the Primary BM Unit as part of the CoPBLP elects the P/C Status that it wishes to apply from the CoPBLP Effective From Date. In these circumstances, it is not necessary to additionally follow procedure 3.12.

Where an existing Exempt Export Primary BM Unit is the subject of a Transfer of Supplier ID (Change of SVA Primary BM Units Ownership), Parties should refer to procedure 3.14 for details of how the Supplier ID Transferee is notified of the Primary BM Unit's P/C Status. Any Supplier ID Transferee wishing to change the Exempt Export Primary BM Unit's P/C Status should follow this procedure 3.12.

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.12.1	From time to time if the Lead Party requires	Submit notice to the CRA, copied to BSCCo, requesting a change to the Production / Consumption Flag for an Exempt Export Primary BM Unit.  The request should contain an effective date for such amendment of at least 2 WD from this notice unless otherwise agreed with the CRA/BSCCo.	Lead Party	CRA BSCCo	Form BSCP15/4.8 Election of Production / Consumption Flag for Exempt Export Primary BM Unit or Secondary BM Unit or Self-Service Gateway equivalent	Fax / Post / Email or Self-Service Gateway equivalent
3.12.2	Within 1 WD of receipt of 3.12.1	CRA ensures that the Exempt Export Flag is set for the Primary BM Unit.  This may involve obtaining authorisation from BSCCo.	CRA		As submitted in 3.12.1	Internal

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.12.3	As soon as practicable after 3.12.2.	Where the Exempt Export Flag is set, then amend the P/C Flag for the Primary BM Unit, effective from the specified date (or 2 WD from 3.12.1, if the specified date is less than 2 WD and no reduced timescale has been agreed).  Notify the Party of the change to P/C Flag.	CRA	Party	Registration Report CRA – I014	Electronic
3.12.4	As soon as practicable after 3.12.2.	Notify BSCCo and BSC Agents of the change to P/C Flag.	CRA	BSCCo BSC Agents	CRA – I020 to BSCCo CRA – I015 to BSC Agents	Fax / Email / Electronic
3.12.5	As soon as practicable after 3.12.2.	Where the Exempt Export Flag is not set, then do not amend the P/C Flag for the Primary BM Unit.  Notify the Party of the rejection of the request.	CRA	Party	Form BSCP15/4.8 Specifying reason for rejection.	Fax / Post / Email or Self-Service Gateway equivalent

### 3.13 Change of CVA Primary BM Unit Lead Party

**NOTE:** Suppliers taking part in this process must have satisfied the criteria detailed in 3.14 and registered with the CRA.

Prior to initiating this process the Party registering the Primary BM Unit(s) as part of the Change of Primary BM Unit Lead Party (CoPBLP) is required to have acceded to the BSC and completed Party registration and qualification. If appropriate, the Party should also have completed all the NETSO requirements.

The timescales noted within this process are based on the existing MSID(s), Primary BM Unit(s) and Trading Unit registrations being transferred from one Party to another with the associated Meter Technical Details (MTDs), Metering Dispensation(s) and Aggregation Rules. If Parties wish to change any of these registrations (for example to effect changes to configuration and entity Ids) then additional BSCPs may need to be followed and/or the lead-time for completing the process may be increased. Where this applies, Parties should contact BSCCo for advice on the process to be followed and documentation required.

If there are no changes to the registration data associated with the Primary BM Units and the prerequisites stated have been met then Parties may use this process in order to transfer Primary BM Unit(s) and associated MSID(s), MTDs, Metering Dispensations, Aggregation Rules and an associated Trading Unit through this procedure. Under these circumstances Parties will not be required to carry out additional steps in this BSCP, BSCP20, BSCP31, BSCP32 and BSCP75 in order to complete the transfer.

Where a Primary BM Unit is already an Exempt Export Primary BM Unit, the Party registering the Primary BM Unit as part of a CoPBLP is required to elect the P/C Flag setting (and thereby the P/C Status) which will apply to the Exempt Export Primary BM Unit from the Effective From Date of the CoPBLP. All other registration details (including the Exempt Export Primary BM Unit's Trading Unit) will be unchanged unless a change is expressly requested. Where this applies, Parties should contact BSCCo for further information.

Parties wishing to apply for Exempt Export Primary BM Unit status should refer to procedure 3.10.



REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.13.1	If required and at least 3 WD prior to 3.13.3	Request details of current registrations of Primary BM Unit(s), any associated MSID(s) including any metering dispensations associated with the MSID(s), and of Trading Unit(s).	Party registering Primary BM Unit(s)  Party de-registering Primary BM Unit(s)	CRA	Letter detailing the information required from BSCCo including the site name and if available the Primary BM Unit Id(s). The letter should be signed by a Category 'A' or 'F' authorised signatory. <sup>38</sup>	Fax / Post / Email / Self-Service Gateway
3.13.2	Within 2 WD of receipt of request in 3.13.1	Send information requested in 3.13.1.	CRA	Party registering Primary BM Unit(s)  Party de-registering Primary BM Unit(s)	Information requested in 3.13.1.	Fax / Post / Email / Self-Service Gateway
3.13.3	As required and at least 5 WD prior to date of transfer	Submit BSCP15/4.11 Part A to de-register Primary BM Unit(s)  Please note that if the last Primary BM Unit(s) associated with a particular Party role are being de-registered then the Party is advised to also complete a BSCP65/01 form in order to de-register that role.	Party de-registering Primary BM Unit(s)	CRA	BSCP15/4.11 Part A <sup>39</sup>	Fax / Post / Email / Self-Service Gateway

<sup>38</sup> Please note that the responsibility for providing accurate registration data on BSCP15/4.11 forms or in the relevant section of the Self-Service Gateway lies with the Lead Party and not BSCCo.

<sup>39</sup> Where a CoPBLP involves multiple Primary BM Units affecting multiple Trading Units, a separate form should be used for each Trading Unit.

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.13.4	As required and at least 5 WD prior to date of transfer	<p>Submit BSCP15/4.11 Part B to register Primary BM Unit(s).</p> <p>Please note that if any new Primary BM Unit(s) result in a new Party role being required, the Party is advised to complete a BSCP65/01 form to register that new role and follow BSCP70 to ensure all required qualification tests for the new role have been passed.</p> <p>If Primary BM Unit is already an Exempt Export Primary BM Unit, elect the P/C Flag to apply to the Primary BM Unit from the CoPBLP Effective From Date.</p>	Party registering Primary BM Unit(s)	CRA	BSCP15/4.11 Part B	Fax / Post / Email / Self-Service Gateway
3.13.5	At the same time as 3.13.3 and 3.13.4	For Primary BM Units which are part of an existing Trading Unit (other than a Sole or Base Trading Unit) all Lead Parties within the Trading Unit should be informed of the CoPBLP, and should confirm their agreement to the CoPBLP in writing.	CRA  Trading Unit Lead Parties	Trading Unit Lead Parties  CRA	Details of CoPBLP  Confirmation of agreement to the CoPBLP	Fax / Post / Email
3.13.6	On receipt of both 3.13.3 and 3.13.4	<p>Validate BSCP15 /4.11 Parts A and B or the relevant information within the Self-Service Gateway.</p> <p>If validation checks are passed, go to 3.13.7</p> <p>If validation checks are failed, go to 3.13.9</p>	CRA		<p>Confirmation that the Party registering the Primary BM Units has acceded, qualified and registered in the appropriate role.</p> <p>Confirmation that the dates specified on both the BSCP15 /4.11 forms Parts A and B or within the Self-Service Gateway are consecutive.</p>	Internal Process
3.13.7	Within 1 WD of receipt of both 3.13.3 and 3.13.4	<p>Send copies of BSCP15 /4.11 Parts A and B to the NETSO.</p> <p>Request that NETSO confirm that they have no objections to the CoPBLP.</p>	CRA	NETSO		Fax / Email

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.13.8	Within 2 WD of receipt of 3.13.7	Send written confirmation that the NETSO has no objections to the CoPBLP or state that the NETSO has an objection to the CoPBLP and the reasons for this objection.  If the NETSO has any objections, go to 3.13.9  If the NETSO has no objections, go to 3.13.10	NETSO	CRA	Confirmation of no objections or objection specified.	Fax / Post / Email
3.13.9	Within 1 WD of 3.13.6 or 3.13.8	In the case that the validation checks are failed and/or the NETSO has an objection, inform both Parties of the rejection and the reason for the rejection.	CRA	Party de-registering Primary BM Unit(s)  Party registering Primary BM Unit(s)	Notification of rejection and reasons for the rejection.	Fax / Post / Email / Self-Service Gateway
3.13.10	Within 1 WD of the Effective From Date	Process CoPBLP in systems.	CRA NETSO (where appropriate)		BSCP 15/4.11 Parts A and B	Internal Process
3.13.11	At the same time as 3.13.10 if the Primary BM Unit is an Exempt Export Primary BM Unit	Set P/C Flag for the Primary BM Unit as elected by the Party in 3.13.4.	CRA		BSCP 15/4.11 Part B	Internal Process / Self-Service Gateway
3.13.12	At the same time as 3.13.10 if the Primary BM Unit is Embedded	Inform the Nominated LDSO of the CoPBLP.	CRA	Nominated LDSO	Party IDs of the Lead Parties registering and de-registering the Primary BM Unit(s), Primary BM Unit Id(s) and the Effective From Date.	Fax / Email

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.13.13	Within 1 WD of 3.13.12	Inform NETSO, BSCCo, BSC Agents, Party de-registering the Primary BM Unit(s) and Party registering the Primary BM Unit(s).	CRA	BSCCo NETSO BSC Agents Party de- registering Primary BM Unit(s) Party registering Primary BM Unit(s)	Operations Registration Report to BSCCo & NETSO (CRA-I020)  Registration Report to Parties (CRA-I014)  Primary BM Unit, Interconnector and GSP Group Data to BSC Agents (CRA – I015)	Electronic  Email confirmation to BSCCo
3.13.14	Within 1 WD of 3.13.12	Submit Meter Technical details to Party registering the Primary BM Unit(s).	CDCA	Party registering Primary BM Unit(s)	Meter Technical Details (CDCA-I051)	Fax / Email

### 3.14 Transfer of Supplier ID Process (Change of SVA Primary BM Units Ownership)

This process supports the transfer of a Supplier ID and associated SVA Primary BM Units.

Where an existing Exempt Export Primary BM Unit is the subject of a Transfer of Supplier ID (Change of SVA Primary BM Units Ownership), this procedure also describes how the Supplier ID Transferee is notified of the Primary BM Unit's P/C Status. Any Supplier ID Transferee wishing to change the Exempt Export Primary BM Unit's P/C Status should follow procedure 3.12.

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.14.1	As required	Submit Notification of Supplier ID Transfer.  If the Supplier ID being transferred is the last of the Transferor's Supplier IDs then the Party must also complete a BSCP 65 4.1 form or the relevant section of the Self-Service Gateway in order to de-register the Supplier role.	Supplier ID Transferor	CRA	Notification of a Supplier ID Transfer (BSCP 15/4.6 – Part A) or the relevant section of the Self-Service Gateway	Fax / Post / Email / Self-Service Gateway
3.14.2	At the same time as 3.14.1	Submit Notification of Supplier ID Transfer	Supplier ID Transferee	CRA	Notification of a Supplier ID Transfer (BSCP 15/ 4.6 – Part B) or the relevant section of the Self-Service Gateway	Fax / Post / Email / Self-Service Gateway
3.14.3	On receipt of both 3.14.1 and 3.14.2	Validate the documentation.	CRA		Ensure that the Transferee has Acceded and qualified in the role of Supplier.  Ensure that the Supplier IDs, Party Ids and dates specified on both the BSCP 15 /4.6 forms (A) and (B) or the relevant section of the Self-Service Gateway, match.	Internal Process

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.14.4	Within 1 WD of 3.14.3.	In the case that the validation checks are failed, inform both the Supplier ID Transferor and the Supplier ID Transferee of the rejection and the reason for the rejection.	CRA	Supplier ID Transferor Supplier ID Transferee	Notification of Supplier ID Transfer rejection and reasons for the rejection.	Fax / Post / Email / Self-Service Gateway
3.14.5	At the same time as 3.14.3	In the case that the validation checks are passed, identify the Primary BM Units (both Base and Additional, including any Exempt Export Primary BM Units) associated with the relevant Supplier ID.	CRA		Internal process.	
3.14.6	Immediately following 3.14.5	Notify the Transferee of the P/C Status of any Exempt Export Primary BM Unit(s) associated with the relevant Supplier ID. <sup>40</sup>	CRA	Supplier ID Transferee	Details of the P/C Status of any Exempt Export Primary BM Unit(s) associated with the relevant Supplier ID.	Fax / Email / Self-Service Gateway
3.14.7	Within 1 WD of 3.14.6 or as required to meet the Effective From date	Request that the NETSO identifies the Primary BM Units (both Base and Additional, including any Exempt Export Primary BM Units) associated with the relevant Supplier ID and transfers them from the Transferor to the Transferee.	CRA	NETSO	Copies of BSCP15 4.6 (A) and 4.6 (B) forms and authorisation to identify the associated Primary BM Units and transfer them from the Supplier ID Transferor to the Supplier ID Transferee.	Fax / Email
3.14.8	At the same time as 3.14.7	Notify the Authority and each Party.	BSCCo	Authority All Parties	ELEXON Circular <sup>41</sup>	Fax / Post / Email
3.14.9	Within 1 WD of 3.14.7 or as required to meet the Effective From date	Transfer the Primary BM Units identified in 3.14.5 from the Transferor to the Transferee.	CRA NETSO (where appropriate)		Internal Process	Internal Process

<sup>40</sup> Because of the short timescales in which a Transfer of Supplier ID can occur, the Exempt Export Primary BM Unit's P/C Status will remain unchanged on transfer to the Supplier ID Transferee unless the Supplier ID Transferee notifies the CRA/BSCCo to the contrary by following procedure 3.12.

<sup>41</sup> The ELEXON Circular is only issued in the event of a Supplier of Last Resort (SoLR).

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.14.10	Within 1 WD of 3.14.7	Inform the NETSO, BSCCo, BSC Agents and the Parties involved of the Transfer.	CRA	BSCCo NETSO SVAA BSC Agents Supplier ID Transferor Supplier ID Transferee	Operations Registration Report to BSCCo & NETSO (CRA-I020)  BM Unit and GSP Group Registration Data to SVAA & BSC Agents (CRA-I015)  Registration Report to Parties (CRA-I014)	Electronic  Email to BSCCo

### 3.15 Process for Parties to Apply for Inclusion in BSC Website List of Suppliers which have Satisfied the Criteria to Complete a Change of Primary BM Unit Lead Party within 5 WDs for a Primary BM Unit with CVA Metering and Associated with a Customer Premises

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	METHOD
3.15.1	As determined by Party	Submit form BSCP15/4.10 Part A or complete the relevant section on the Self-Service Gateway	BSC Party	BSCCo	BSCP15/4.10 Part A Application or the relevant section of the Self-Service Gateway, for inclusion in BSC Website list of Suppliers which have satisfied the criteria to complete a change of Primary BM Unit Lead Party within 5 WD for a Primary BM Unit with CVA metering and associated with a Customer premises.	Post/Fax/Email / Self-Service Gateway
3.15.2	Within 1 WD of receipt of BSCP15/4.10 Part A or submission by Party the required information on the relevant section of the Self-Service Gateway	Request that the NETSO confirm whether or not the Party has appropriate registration on the NETSO's systems and has use of a qualified Trading Agent and Trading Point in order to complete a change of Primary BM Unit Lead Party within 5 WD.	BSCCo	NETSO	Party ID and request for confirmation as to whether the Party is appropriately registered on the NETSO's systems and has use of a qualified Trading Agent and Trading Point.	Fax/Email
3.15.3	At the same time as 3.15.2	Check whether the Party has: Acceded to the BSC and completed Party registration in the role of Supplier; and Successfully completed registration and trading flows to register as a Supplier and completed metering flows to register CVA Primary BM Units.	BSCCo		Party ID	Internal Process



REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	METHOD
3.15.4	Within 2 WD of receipt of request in 3.15.2	Confirm whether the Party is appropriately registered on the NETSO's systems and has use of a qualified Trading Agent and Trading Point in order to complete a change of Primary BM Unit Lead Party within 5 WD.	NETSO	BSCCo	Confirmation whether the Party is appropriately registered on the NETSO's systems and has use of a qualified Trading Agent and Trading Point.	Fax/Email
3.15.5	Within 2 WD of 3.15.4	Send a completed BSCP15/4.10 Part B form or the online equivalent of the form to the Party to notify them of the outcome of their application.	BSCCo	Party	BSCP15/4.10 Part B, Application for inclusion in BSC Website list of Suppliers or the online equivalent of the form which have satisfied the criteria to complete a change of Primary BM Unit Lead Party within 5 WD for a Primary BM Unit with CVA metering and associated with a Customer premises.	Post/ Fax/ Email / Self-Service Gateway
3.15.6	At the same time as 3.15.5	Where the Party has met the criteria checked by the NETSO in 3.14.2 and by BSCCo in 3.14.3, add the Party Name and ID to the BSC Website list of Suppliers which have satisfied the criteria to complete a change of Primary BM Unit Lead Party within 5 WD for a Primary BM Unit with CVA metering and associated with a Customer premises.	BSCCo		Party Name and ID.	Internal Process

**3.17 Not Used**

### 3.18 Registration of Additional Primary BM Units for CFD Assets

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.18.1	As required	Notify need for Additional Primary BM Unit registration	Supplier	BSCCo	BSCP15/4.1, Registration of Primary BM Unit or its online equivalent signed by an authorised person, registered as such using BSCP38 and including name, address and CFD ID provided by the generator with a CFD. BMU Id and BMU Name must follow naming convention on BSC website.	Email / Self-Service Gateway
3.18.2	Within 1 WD of 3.18.1	Confirm registration is required for CFD	BSCCo	CFDSSP	As submitted in 3.18.1	Email / Self-Service Gateway
3.18.3	Within 1 WD of 3.18.2 or as required	Instruct registration details	CFDSSP	BSCCo	Registration details, including CFD ID, GSP Group, and whether to register based on specific Supplier ID(s) or the list maintained in procedure 3.20	Email / Self-Service Gateway
3.18.4	Within 1 WD of 3.18.3	Acknowledge and validate request, including Effective From Dates of request and MDD timetable (Effective From Date must be on or after the MDD Go Live Date and registration request must be at least 15 WD <sup>18</sup> prior to Effective From Date.)	BSCCo	CFDSSP	As submitted in 3.18.3	Email / Self-Service Gateway
3.18.5	Following 3.18.4	Initiate Market Domain Data process (BSCP509)  Initiate Registration of Primary BM Units based on registration details	BSCCo  BSCCo	  CRA	Form BSCP509/01 & relevant entity forms.  BSCP15/4.1 or its online equivalent	Internal Process  Email / Self-Service Gateway
13.18.6	Within 1 WD of receipt of 3.18.5	Acknowledge receipt of Registration request	CRA	BSCCo	As submitted in 3.18.5	

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.18.7	At the same time as 13.18.6	Check that the Party is registered with the CRA and that the form or its online equivalent has been completed by an authorised person. Also check the registration data to confirm the FPN flag has been set correctly.	CRA		As submitted in 3.18.5	Internal Process
3.18.8	As the same time as 3.18.6	Where FPN flag is set to 'Y', inform the NETSO of the intended Primary BM Unit registration.	CRA	NETSO		Email
3.18.9	Within 5WD of 3.18.8	The NETSO may object to the registration.	NETSO	CRA	A statement detailing the nature of the objection  Where an objection cannot be resolved, the CRA shall escalate the objection to BSCCo	Email
3.18.10	Following 3.18.9	Allocate the Additional Primary BM Unit(s) to the Base Trading Unit for the relevant GSP Group (and set the Base Trading Unit Flag for each Primary BM Unit).	CRA		As submitted in 3.18.5  Creation of new Additional Primary BM Unit for a GSP Group	Internal Process
3.18.11	On receipt of data in 3.18.6	CRA to receive and register the Working Day Credit Assessment Load Factor (WDCALF), Non-Working Day Credit Assessment Load Factor (NWDCALF), Supplier Export Credit Assessment Load Factor (SECALF), and Transmission Loss Factor (TLF) data for the Primary BM Unit and to ensure that this data is registered prior to the Effective From Date of the Primary BM Unit.	BSCCo	CRA	WDCALF, NWDCALF and SECALF data – Credit Assessment Load Factors (CRA-I011)  Transmission Loss Factors (CRA-I029)	Email / Self-Service Gateway
3.18.12	Following 3.18.11	Confirm all steps in the Primary BM Unit registration process have been completed.	CRA	BSCCo	Completed BSCCo Checklist	Email / Self-Service Gateway

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.18.13	Within 1 WD of 3.18.5 but after 3.18.7	Inform Party, BSCCo, NETSO and BSC Agents of the Primary BM Unit registration.	CRA	BSCCo NETSO SVAA BSC Agents Lead Party	CRA-I020. BM Unit, Interconnector and GSP Group Data to SVAA (CRA-I015) Registration Report (CRA-I014) to Parties.	Electronic (Email to BSC Agents and BSCCo)
3.18.14	Following publication of final MDD circular <sup>42</sup>	'Point of no return'. In order to ensure full data consistency across all BSC Agent and the NETSO systems a pending Additional Primary BM Unit registration cannot be withdrawn or amended beyond this point except by prior agreement with BSCCo				

<sup>42</sup> Primary BM Unit registration timescales may be reduced in certain circumstances if the registering Party agrees that the registration will not be withdrawn or amended after the 'point of no return'

### 3.19 De-Registration of Additional Primary BM Units for CFD

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.19.1	As required <sup>43</sup>	Instruct de-registration details	CFDSSP	BSCCo	De-registration details, including CFD ID, GSP Group, and whether to deregister based on specific Supplier ID(s) or list maintained in 3.20	
3.19.2	Following 3.19.1	Acknowledge and validate request, including Effective To Dates of request and MDD timetable (Effective To Date must be on or after the MDD Go Live Date and registration request must be at least 20 WD prior to Effective To Date.)	BSCCo	CFDSSP	As submitted in 3.19.1	
3.19.3	At least 20 WD prior to Effective To Date	Initiate Market Domain Data process (BSCP509) <sup>44</sup>  Submit de-registration of Primary BM Unit form or its equivalent on the Self-Service Gateway	BSCCo  BSCCo	  CRA	Based on list maintained under 3.20 and details provided in 3.19.1  BSCP15/4.2, De-Registration of Primary BM Unit or its online equivalent	Internal Process  Email / Self-Service Gateway
3.19.4	Upon receipt of 3.19.3	Check the form or its Self-Service Gateway equivalent for completeness and authorisation	CRA			Internal
3.19.5	Within 1 WD of 3.19.4	Acknowledge de-registration request.  Where FPN set to 'yes', notify the NETSO <sup>45</sup> .	CRA	BSCCo  NETSO		Email / Self-Service Gateway

<sup>43</sup> Typically this will be when the CFD comes to an end and the Additional Primary BM Unit is no longer required for CFD. Suppliers should ensure any MPANs are re-allocated to another appropriate Primary BM Unit. Any Metering Systems not re-allocated will be assigned to the relevant Supplier's Base Primary BM Unit by SVAA.

<sup>44</sup> BSCCo to initiate BSCP509 before the de-registration form is submitted to the CRA

<sup>45</sup> Where the Primary BM Unit has a FPN set to No, the NETSO does not need to be informed of the De-Registration

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.19.6	At the same time as 3.19.4	Notify the SVAA of the Primary BM Unit. <sup>46</sup>	CRA	SVAA <sup>47</sup>		Email / Self-Service Gateway
3.19.7	At least 15 WD prior to Effective To Date	Confirmation of Effective To Date.	CRA	NETSO / Party	Confirmation of Effective To Date	Email / Self-Service Gateway
3.19.8	On or before Effective To Date	Update systems and provide Party, BSCCo, NETSO and BSC Agents with registration reports.	CRA	Party  NETSO and BSCCo  BSC Agents	Registration reports of data entered onto systems – Registration Report (CRA-I014),  Operations Registration Report (CRA – I020),  BM Unit, Interconnector and GSP Group Data (CRA-I015).	Electronic

<sup>46</sup> The Supplier needs to ensure all Metering Systems associated with the additional Supplier Primary BM Unit are re-allocated to either the Base Primary BM Unit or another Supplier Primary BM Unit associated with the same GSP Group (BSCP503 & 507) unless circuits are being disconnected.

<sup>47</sup> Notification of such Primary BM Units shall be sent to the SVAA in its capacity as the Market Domain Data manager

### 3.20 Additional Primary BM Unit Sets for CFD

BSCCo is required by the Code to maintain a list of Active Power Purchasing Suppliers (Suppliers with HH Active Export greater than zero) within each GSP Group to support the registration and deregistration of Additional Primary BM Units for CFD purposes. Suppliers may opt-in and opt-out of this list. Any CFDSSP request supersedes any Supplier request or BSCCo list update. Any Supplier request supersedes any BSCCo list update. Suppliers can request the list from BSCCo via the BSC service desk.

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.20.1	As required	Request inclusion/exclusion from list	Supplier / CFDSSP	BSCCo	Supplier ID, GSP Group and details of request	Email
3.20.2	Within 5 WD of 3.20.1 and before 3.20.3	Validate and acknowledge request. Where request from Supplier check for authorisation (as per BSCP38)	BSCCo	Supplier / CFDSSP	As submitted in 13. 20.1	Email
3.20.3	Following 3.20.2 and at least quarterly	Update list	BSCCo		As submitted in 13.20.1 and based on those active Half Hourly Export Suppliers within each GSP Group	Internal Process



### 3.21 Registration of Secondary BM Units

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.21.1	At least 15 WD prior to Effective From Date	Submit Registration of Secondary BM Unit form	Virtual Lead Party	CRA	BSCP15/4.14, Registration of Secondary BM Unit signed by an authorised person, registered as such using BSCP38.	Email/ Self-Service Gateway
3.21.2	Within 1 WD of receipt of 3.21.1	Acknowledge receipt of Registration of Secondary BM Unit form	CRA	Virtual Lead Party	As submitted in 3.21.1	Email/Self-Service Gateway
3.21.3	At the same time as 3.21.2	CRA checks the following: <ol style="list-style-type: none"> <li>1. That the Virtual Lead Party is registered with the CRA;</li> <li>2. That the Effective From Date for the Secondary BM Unit is on or after the Effective From Date for the Virtual Lead Party; and</li> <li>3. That the form has been completed by an authorised person.</li> </ol>	CRA		As submitted in 3.21.1	Internal Process
3.21.4	At the same time as 3.21.2	In all cases inform BSCCo of the Secondary BM Unit Registration.	CRA	BSCCo		Email/Self-Service Gateway
3.21.5	On receipt of data in 3.21.4	BSCCo to send data to CRA. CRA to register the Transmission Loss Factor (TLF) data for the Secondary BM Unit and ensure that this data is registered prior to the Effective From Date of the Secondary BM Unit.	BSCCo	CRA	Transmission Loss Factors (CRA-I029)	Email/Self-Service Gateway
3.21.6	On or before Effective From Date	Inform Virtual Lead Party, BSCCo, NETSO and BSC Agents of the Secondary BM Unit registration.	CRA		CRA-I020. BM Unit, Interconnector and GSP Group Data to SVAA (CRA-I015) Registration Report (CRA-I014) to Parties.	Email/Self-Service Gateway

### 3.22 De-registration of a Secondary BM Unit

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.22.1	At least 20 WD prior to Effective To Date	Submit de-registration of Secondary BM Unit form <sup>48</sup> .	Party	CRA	BSCP15/4.15, De-Registration of Secondary BM Unit signed by an authorised person, registered as such using BSCP38.	Email/Self-Service Gateway
3.22.2	Upon receipt of 3.5.3	Check the form for completeness and authorisation (as per BSCP38 Authorisations).	CRA	BSCCo NETSO SVAA BSC Agents Virtual Lead Party		Internal
3.22.3	Within 1 WD of 3.5.4	Acknowledge receipt of de-registration of Secondary BM Unit form	CRA	Party		Email/Self-Service Gateway
3.22.4	At the same time as 3.5.5	Notify NETSO and BSCCo of the Secondary BM Unit de-registration <sup>49</sup> .	CRA	NETSO BSCCo		Email/Self-Service Gateway
3.22.5	At least 15 WD prior to Effective To Date	Confirmation of Effective To Date.	CRA	NETSO / LDSD Party	Confirmation of Effective To Date	Email/Self-Service Gateway
3.22.6	On or before Effective To Date	Update systems and provide Party, BSCCo, NETSO and BSC Agents with registration reports.	CRA	Party  NETSO and BSCCo  BSC Agents	Registration reports of data entered onto systems – Registration Report (CRA-I014),  Operations Registration Report (CRA – I020),  BM Unit, Interconnector and GSP Group Data (CRA-I015).	Email/Self-Service Gateway

<sup>48</sup> If a Secondary BM Unit De-registration is requested using Electronic File Data Transfer, the passwords and signatures are not required as the access control to the participant system is sufficient authentication. Where faxes are used, participants are required to submit hard copies of the forms by post in case the faxed signatures are illegible.

<sup>49</sup> Where the Secondary BM Unit has a FPN set to No, the NETSO does not need to be informed of the De-Registration

### 3.23 Change of Production / Consumption Status for a Secondary BM Unit by the Virtual Lead Party

This process supports a Virtual Lead Party's ability under K8.1 to change the previously-elected P/C Status for a Secondary BM Unit, by enabling the Virtual Lead Party to change the Secondary BM Unit's P/C Flag setting from Production to Consumption or vice versa.

Parties needing to elect the P/C Status of a Secondary BM Unit for the first time should refer to procedure 3.21 for details of how to set the Secondary BM Unit's P/C Flag.

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.23.1	From time to time if the Lead Party requires	Submit notice to the CRA, copied to BSCCo, requesting a change to the Production / Consumption Flag for a Secondary BM Unit.  The request should contain an effective date for such amendment of at least 2 WD from this notice unless otherwise agreed with the CRA/BSCCo.	Lead Party	CRA BSCCo	Form BSCP15/4.8 Election of Production / Consumption Flag for Exempt Export Primary BM Unit or Secondary BM Unit	Email/Self-Service Gateway
3.23.2	As soon as practicable after 3.23.1.	Amend the P/C Flag for the Secondary BM Unit, effective from the specified date (or 2 WD from 3.23.1, if the specified date is less than 2 WD and no reduced timescale has been agreed).  Notify the Party of the change to P/C Flag.	CRA	Party	Registration Report CRA – I014	Email/Self-Service Gateway
3.23.3	At the same time as 3.23.2	Notify BSCCo and BSC Agents of the change to P/C Flag.	CRA	BSCCo BSC Agents	CRA – I020 to BSCCo CRA – I015 to BSC Agents	Email/Self-Service Gateway

### 3.24 Reconfiguration of BM Unit Associated with Metering Systems Registered with the CRA

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.24.1	At least 30 WD prior to Effective From Date of the reconfiguration	Submit Registration of BM Unit form and an electrical single line diagram(s) showing the location of the Metering Equipment, in particular the Settlement current and voltage transformers (CTs/VTs) and CT/VT ratios, and all existing Boundary Points and any System Connection Points at or near the proposed Boundary Point(s). <sup>50, 51</sup>	Party	CRA	BSCP15/4.1, Registration of BM Unit signed by an authorised person, registered as such using BSCP38.	Fax / Post / Email
3.24.2	Within 1 WD of receipt of 3.24.1	Acknowledge receipt of Registration of BM Unit form	CRA	Party		Fax / Email / Post
3.24.3	At the same time as 3.24.2	The CRA checks the following: <ol style="list-style-type: none"> <li>1. The Party is registered with the CRA</li> <li>2. The form has been completed by an authorised person.</li> <li>3. The Effective From Date for the BM Unit is on or after the Effective From Date for the Party.</li> </ol>	CRA		As submitted in 3.24.1	Internal Process
3.24.4	At the same time as 3.24.2	Inform CDCA, TC and BSCCo of the intended BM Unit registration.	CRA	CDCA TC BSCCo		Fax / Email

<sup>50</sup> If a BM Unit registration is requested using Electronic File Data Transfer, the passwords and signatures are not required as the access control to the participant system is sufficient authentication.

<sup>51</sup> This information is required to help ensure the energy flow(s) for the proposed Boundary Point(s) are accounted for, where necessary (e.g. under an existing Metering Dispensation for difference metering), in the Aggregation Rules of any associated Volume Allocation Units (e.g. Interconnectors, other relevant BM Units, Grid Supply Points, GSP Groups or Distribution System Connection Points).

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.24.5	Within 5 WD of 3.24.4	Where the Party is applying to register 2 or more Offshore Power Park Modules as a Combined Offshore BM Unit, the TC shall confirm whether it determines that such a configuration is suitable to constitute a single BM Unit.	TC	CRA BSCCo	A statement as to whether the TC determines that the Party's requested configuration of Offshore Power Park Modules is suitable to constitute a single BM Unit	Fax / Email / Post
3.24.6	Within 5 WD of 3.24.4 and (if applicable) at the same time as 3.22.5	The TC may object to the registration.	TC	CRA	A statement detailing the nature of the objection Where an objection cannot be resolved, the CRA shall escalate the objection to BSCCo	Fax / Email / Post
3.24.7	15 WD prior to the Effective From Date and if required	BSCCo to send data to CRA. CRA to register the Working Day Credit Assessment Load Factor (WDCALF), Non-Working Day Credit Assessment Load Factor (NWDALF) and Supplier Export Credit Assessment Load Factor (SECALF) data for the BM Unit and ensure that this data is registered prior to the Effective From Date of the BM Unit.	BSCCo	CRA	WDCALF, NWDALF and SECALF data – Credit Assessment Load Factors (CRA-I011) Transmission Loss Factors (CRA-I029)	Email

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.24.8	5 WD prior to Effective From Date	<p>CDCA to confirm the following:</p> <ol style="list-style-type: none"> <li>1. The Aggregation Rules have been updated consistently with the reconfiguration (if required).</li> <li>2. The Meter Technical Details have been updated consistently with the reconfiguration (if required).</li> <li>3. Whether a Metering System proving test associated with the BM Unit has been completed successfully (if required).</li> <li>4. The Aggregation Rules of any other VAUs have been updated, if required where another BM Unit is connected at the same CVA Boundary Point and the reconfiguration of the BM Unit affects the Aggregation Rules of the other VAUs.</li> </ol>	CDCA	CRA	Metering System proving test results, Meter Aggregation Rules	Email / Fax / Electronic

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.24.9	If applicable on or before Effective From Date	Provide Party and BSC Agents with registration reports <sup>52</sup> .	CRA	Party  TC and BSCCo BSC Agents	Registration reports of data entered onto systems including Effective From Date – Registration Report (CRA-I014), Operations Registration Report (CRA – I020), BM Unit, Interconnector and GSP Group Data (CRA-I015).	Electronic

<sup>52</sup> These reports would be sent if the CRA system had to be updated to reflect that change. They would not be sent if the only change was to the fuel type or the configuration of the BM Units as these parameters are not entered into the CRA system.

## 4. Appendices

### 4.1 BSCP15/4.1 Registration of Primary BM Unit for a CVA Metering System<sup>53</sup>

<b>To: CRA</b>	<b>Date Sent:</b>
<b>From: Participant Details</b>	
<b>Party ID:</b>	<b>Name of Sender:</b>
<b>Contact email address:</b>	
<b>Our Ref:</b>	<b>Contact Tel. No.</b>
<b>Name of Authorised Signatory:</b>	
<b>Authorised Signature:</b>	<b>Password:</b>

**Is this Primary BM Unit registration:**

- a New Primary BM Unit Registration
- a re-configuration of existing plant and apparatus
- a Change of registration data associated with a Change of Primary BM Unit Lead Party
- subject to a Registration Transfer in accordance with BSCP68
- a change in status of a Primary BM Unit's FPN Flag
- a change in the Switching Group to which the BM Unit belongs
- an Additional Primary BM Unit registration for CFD Assets
- an Additional Primary BM Unit registration under instruction of the CFDSSP (only BSCCo should tick this box)

(Tick as appropriate)

<sup>53</sup> In the case of Base Primary BM Units this form should be used to complete the Base Primary BM Unit Registrations by providing, for example, the initial GC/DC values and if appropriate the FPN Flag.



**BSCP15/4.1 Registration of Primary BM Unit (cont)**

Primary BM Unit Id	Primary BM Unit Name(Max 30 Characters)	NGC BM Unit ID <sup>54</sup>	BM Unit Type <sup>55</sup>	Primary BM Unit Configuration <sup>56</sup>	GSP Group Id <sup>57</sup>	GC (MW)	DC (MW)	Interconnector Primary BM Unit P/ C Flag <sup>58</sup>	FPN Flag (Y/N)	Exempt Export (optional) <sup>59</sup>	Inter-connector Id <sup>60</sup>	EFD

Note: If BSCCo are registering one or more Additional Primary BM Units under instruction from the CFDSSP, spreadsheets or other suitable formats may be used to detail the registration details. Additional Primary BM Units for CFD Assets must be of Primary BM Unit Type ‘S’ and follow the naming convention for the Primary BM Unit ID and Primary BM Unit Name on the BSC Website

For Embedded and Directly Connected Primary BM Units, tick to confirm that an electrical single line diagram(s) are attached to the application showing:

- the location of the Metering Equipment, in particular the Settlement current and voltage transformers (CTs/VTs) and CT/VT ratios<sup>61</sup>, and
- any existing Boundary Points and/ or System Connection Points at or near the proposed Boundary Point(s); and
- any back up SVA connection and interlocking arrangements.

<sup>54</sup> The NGC BM Unit ID must be provided for all Primary BM Units with the FPN Flag set to ‘Y’.

<sup>55</sup> E – Embedded, I – Interconnector, G – Base Supplier S – Additional Supplier, T – Directly Connected

<sup>56</sup> CCGT – CCGT registered in CMRS, PPM – a single Power Park Module registered in CMRS, COBMU – a Combined Offshore BM Unit comprising 2 or more Offshore Power Park Modules registered in CMRS, DC – Directly Connected Circuit at Customer (Supplied by BSC Party) Premises, DC+ – Directly Connected Circuit at Customer (Supplied by BSC Party) Premises through more than one Boundary Point, IC – Interconnector Primary Unit, BB – Primary Base BM Unit, AB – Additional Primary BM Unit, OPPM+ - Offshore PPM plus related Imports at separate Boundary Points, COBMU+ - COBMU plus related Imports at separate Boundary Points, MC – Meets criteria in BSC K3.1.2, NS – Non-Standard.

<sup>57</sup> If unit type E or S

<sup>58</sup> Only applicable for Interconnector Primary BM Units, which are registered in fixed Production/Consumption pairs whose P/C Status does not change (Section K3.5/K5.5). A Party applying for Exempt Export status must follow procedure 3.10 to elect the Exempt Export Primary BM Unit’s P/C Flag.

<sup>59</sup> To apply for Exempt Export status for a new BM Unit registration, enter “Yes” and follow procedure 3.10 of this BSCP.

<sup>60</sup> If BM Unit Type is I

<sup>61</sup> If the CT/VT ratios are not known 30WD / 60WD prior to the EFD, this information should be sent separately by 16WD prior to the EFD. If you are applying for Exempt Export status for an existing BM Unit, you do not need to complete form 4.1 but must follow procedure 3.10.

**BSCP15/4.1 Registration of Primary BM Unit (cont)**

If BM Unit Configuration is ‘Meets criteria in K3.1.2 (MC)’ confirm the following BM Unit Id..... (repeat this table for each BM Unit Id in the MC configuration)	Select	Additional Details
a) One Party is responsible for the BM Unit;	Yes/No	
b) The Plant and Apparatus in the BM Unit is capable of being controlled independently of any Plant and Apparatus not in the BM Unit	Yes/No	
c) The Metered data for the BM Unit can be submitted to the SAA separately from any Metered Data for any Plant and Apparatus which is not in the BM Unit;	Yes/No	
d) The BM Unit does not comprise Plant and Apparatus whose Imports and Exports are measured by both CVA Metering System(s) and SVA Metering System(s);	Yes/No	If yes provide SVA MSID(s) .....
e) There are no smaller aggregations of the Plant and Apparatus comprised in the BM Unit, for which (a), (b) and (c) would be satisfied	Yes/No	If yes provide details of the number and size of individual Plant and /or Apparatus and confirm that the total size is less than or equal to a Small Power Station for the appropriate region. .....

Fuel Type (Directly Connected or Embedded Primary BM Units) – for use in calculation of CALF values	Tick
Biofuel	
CCGT	
CVA Consumption	
Hydro	
OCGT	
Pumped Storage	
Rail Demand	
Station Load	
Onshore Wind	
Offshore Wind	
Other (please specify):	

**BSCP15/4.1 Registration of Primary BM Unit (cont)**

Primary BM Unit and Associated CVA Metering Systems	
Primary BM Unit	Associated CVA Metering Systems

MPAN Mapping Details (Exemptable Embedded Sites registering Export in CVA and Import in SVA)		
MPAN	Effective From Date	Effective To Date

BM Unit Group Details (Supplier BM Units containing SVA Metering system(s) which are part of a Teleswitch Group(s) which include SVA Metering Systems in a different Supplier's BM Unit)		
Teleswitch Group ID	Effective From Date	Effective To Date

Switching Groups <sup>62</sup> (list BM Unit Ids for each Switching Group below) Only applicable to a combination of Power Park Modules which belong to a Switching Group.
(Example: Switching Group 1 – T_ABMU-1 and T_BBMU-1)

<sup>62</sup> Note that this still applies where Switching Aggregation Rules are not required.

## 4.2 BSCP15/4.2 De-Registration of Primary BM Unit

Page 1 of 1

<b>To: CRA</b>	<b>Date Sent:</b>
<b>From: Participant Details</b>	
<b>Party ID:</b>	<b>Name of Sender:</b>
<b>Contact email address:</b>	
<b>Our Ref:</b>	<b>Contact Tel. No:</b>
<b>Name of Authorised Signatory:</b>	
<b>Authorised Signature:</b>	<b>Password:</b>

**Is this Primary BM Unit de-registration:**

- an Interconnector Primary BM Unit
- a re-configuration of existing plant and apparatus into another Primary BM Unit
- a disconnection of circuits from the Transmission System or Distribution System (NOTE: if this box is ticked the appropriate Certification of Disconnection must be provided).
- subject to a Registration Transfer in accordance with BSCP68
- An Additional Primary BM Unit deregistration for CFD

(Tick as appropriate)

***De-Registration Primary BM Unit Data Requirements***<sup>63</sup>**Name:**

.....

**Primary BM Unit Id:**

.....

**NGC BM Unit ID:**

.....

**Effective To Date:**

.....

The NGC BM Unit ID must be provided for all Primary BM Units with the FPN Flag set to 'Y'.

Base Primary BM Units cannot be De-Registered utilising this form.

<sup>63</sup> Where CFD Additional Primary BM Units are being de-registered, the de-registration details may be provided using spreadsheets or other suitable formats

**4.3 BSCP15/4.3 Registration of Seasonal Estimates of the Maximum Positive and Negative Primary BM Unit Metered Volume**

<b>To: CRA</b>		<b>Date Sent:</b>	
<b>From: Participant Details</b>			
<b>Party ID:</b>		<b>Name of Sender:</b>	
<b>Contact email address:</b>			
<b>Our Ref:</b>		<b>Contact Tel. No.</b>	
<b>Name of Authorised Signatory:</b>			
<b>Authorised Signature:</b>			<b>Password:</b>

BSC Season	Tick One	
Spring	[ ]	1 <sup>st</sup> March to 31 <sup>st</sup> May
Summer	[ ]	1 <sup>st</sup> June to 31 <sup>st</sup> August
Autumn	[ ]	1 <sup>st</sup> September to 30 <sup>th</sup> November
Winter	[ ]	1 <sup>st</sup> December to 28 <sup>th</sup> / 29 <sup>th</sup> February

**CRA Use Only**

Primary BM Unit Id	Maximum (+ve) QM <sub>ij</sub> MWh (for use in calculating GC)	Maximum (-ve) QM <sub>ij</sub> MWh (for use in calculating DC)	Generation Capacity MW (+ve)	Demand Capacity MW (-ve)

Note: For the avoidance of doubt, the values of GC/DC will be the positive/negative value of QM<sub>ij</sub> divided by the SPD respectively (as described in Section K of the BSC).

**4.4 BSCP15/4.4 Mid-Season Changes of Positive and Negative Primary BM Unit Metered Volume Estimates**

Page 1 of 2

<b>To: CRA</b>	<b>Date Sent:</b>
<b>From: Participant Details</b>	
<b>Party ID:</b>	<b>Name of Sender:</b>
<b>Contact email address:</b>	
<b>Our Ref:</b>	<b>Contact Tel. No.</b>
<b>Name of Authorised Signatory:</b>	
<b>Authorised Signature:</b>	<b>Password:</b>
<b>Effective From Date:</b>	

CRA Use Only

Page 2 of 2

Primary BM Unit Id	Revised Maximum (+ve) QM <sub>ij</sub> MWh (for use in calculating GC)	Revised Minimum (-ve) QM <sub>ij</sub> MWh (for use in calculating DC)	Revised Generation Capacity MW (+ve)	Revised Demand Capacity MW (-ve)

Note: For the avoidance of doubt, the values of GC/DC will be the maximum/minimum value of QM<sub>ij</sub> divided by SPD respectively (as described in Section K of the BSC).

#### 4.5 BSCP15/4.5 Application for Exemptable Generating Plant Status

##### Part A

Page 1 of 2

<b>To: BSCCo</b>		<b>Date Sent:</b>	
<b>From: Participant Details</b>			
<b>Party ID:</b>		<b>Name of Sender:</b>	
<b>Contact email address:</b>			
<b>Our Ref:</b>		<b>Contact Tel. No.</b>	
<b>Name of Authorised Signatory:</b>			
<b>Authorised Signature:</b>			<b>Password:</b>

Details of the Primary BM Unit(s) comprising the Generating Plant for which Exemptable status is being sought:<sup>64</sup>

Primary BM Unit ID	Generation Capacity (GC) MW	Demand Capacity (DC) MW	Metering System ID	Exempt Export status required by (date)	Chosen P/C Flag <sup>65</sup>

**Please explain why you believe the Generating Plant is Exemptable.  
You may wish to refer to the relevant Statutory Instrument:**

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**Does the Party making this application hold a generation licence? Yes/No (Delete as applicable)**

<sup>64</sup> If your application for Exemptable Generating Plant status is successful, the Primary BM Unit(s) comprising the Exemptable Generating Plant will be granted Exempt Export status. Please refer to procedure 3.10 for further details.

<sup>65</sup> Please enter the P/C Flag (either "P" for Production or "C" for Consumption) that you as the Lead Party elect to apply to the Primary BM Unit from the date that the Primary BM Unit's Exempt Export status (if granted) becomes effective. Failure to complete this box will result in rejection of this form and a delay to your application. Please refer to procedure 3.10 for further details.



## BSCP15/4.5 Application for Exemptable Generating Plant Status

Page 2 of 2

## Part B

<b>To:</b>	<b>Date Sent:</b>
<b>From: BSCCo</b>	
<b>Name of Sender:</b>	
<b>Contact email address:</b>	
<b>Our Ref:</b>	<b>Contact Tel. No.</b>
<b>Name of Authorised Signatory:</b>	
<b>Authorised Signature:</b>	<b>Password:</b>

Confirmation of figures provided above:

<b>Primary BM Unit ID</b>	<b>Declared Net Capacity (DNC) MW</b>	<b>Total Output to System MW</b>	<b>Exempt Export Primary BM Unit status Effective From (date)</b>	<b>Chosen P/C Flag</b>

Validity of Primary BM Unit Registration(s) Checked: Yes/No (Delete as applicable)

**Comments:**


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BSCCo, not being in a legal position of endorsing what is a legal responsibility of an operator, can see no reason why the Primary BM Unit(s) listed by the applicant should not be treated as comprising Exemptable Generating Plant from the information available.

If BSC Party registration or Primary BM Unit registration is outstanding this declaration remains provisional until the registration process is completed.

**OR:**

BSCCo can see the following reasons why the above Primary BM Unit(s) should not be treated as comprising Exemptable Generating Plant.

**Reasons:**


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**4.6 BSCP15/4.6 Notification of a Supplier ID Transfer****Part A (to be completed by the Supplier ID Transferor<sup>66</sup>)****Page 1 of 2**

<b>To: BSCCo</b>		<b>Date Sent:</b>	
<b>From: Participant Details (Transferor)</b>			
<b>Party ID:</b>		<b>Name of Sender:</b>	
<b>Contact email address:</b>			
<b>Our Ref:</b>		<b>Contact Tel. No.</b>	
		<b>Contact Fax. No.</b>	
<b>Name of Authorised Signatory:</b>			
<b>Authorised Signature:</b>		<b>Password:</b>	

Please take this as notification that:

Supplier ID(s) \_\_\_\_\_ (4 alpha characters per ID)

Will be transferred from Party Id: \_\_\_\_\_

To Party Id: \_\_\_\_\_

With an Effective From Date of: \_\_\_\_\_

In signing the Party acknowledges that any SVA Metering Systems and Primary BM Units associated with the stated Supplier ID will also be transferred on the stated date.

<sup>66</sup> The Trading Party that is transferring the Supplier ID(s)

**BSCP15/4.6 Notification of a Supplier ID Transfer****Part B (to be completed by the Supplier ID Transferee<sup>67</sup>)****Page 2 of 2**

<b>To: BSCCo</b>		<b>Date Sent:</b>	
<b>From: Participant Details (Transferee)</b>			
<b>Party ID:</b>		<b>Name of Sender:</b>	
<b>Contact email address:</b>			
<b>Our Ref:</b>		<b>Contact Tel. No.</b>	
		<b>Contact Fax. No.</b>	
<b>Name of Authorised Signatory:</b>			
<b>Authorised Signature:</b>		<b>Password:</b>	

Please take this as notification that:

Supplier ID(s) \_\_\_\_\_ (4 alpha characters per ID)

Will be transferred from Party Id: \_\_\_\_\_

To Party Id: \_\_\_\_\_

With an Effective From Date of: \_\_\_\_\_

In signing the Party acknowledges that any SVA Metering Systems and Primary BM Units associated with the stated Supplier ID will also be transferred on the stated date.

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<sup>67</sup> The Trading Party that will become responsible for the Supplier ID(s)

#### 4.7 BSCP15/4.7 Commencement / Termination of Exempt Export Primary BM Unit Status

<b>To: CRA</b>		<b>Date Sent:</b>	
<b>From: BSCCo</b>			
<b>Participant and Primary BM Unit Details</b>			
<b>Party Id:</b>			
<b>Primary BM Unit ID:</b>			
<b>Commencement of Exempt Export Primary BM Unit Status:</b>		<b>YES / NO</b>	
<b>P/C Flag to apply:<sup>68</sup></b>			
<b>Effective From Settlement Date (for Exempt Export Flag and P/C Flag):</b>			
<b>Termination of Exempt Export Primary BM Unit Status:</b>		<b>YES / NO</b>	
<b>Effective To Settlement Date (for Exempt Export Flag and P/C Flag):</b>			
<b>Name of Authorised Signatory:</b>			
<b>Authorised Signature:</b>		<b>Password:</b>	
<b>Contact email address:</b>			
<b>BSCCo Ref:</b>		<b>Contact Tel. No.</b>	

<sup>68</sup> Must be either "P" (Production) or "C" (Consumption); otherwise the CRA shall reject this form.

#### 4.8 BSCP15/4.8 Election of Production / Consumption Flag for Exempt Export Primary BM Unit or Secondary BM Unit

<b>To: CRA</b> BSCCo	<b>Date Sent:</b>
<b>From: Participant Details</b>	
<b>Party ID<sup>69</sup>:</b>	<b>Name of Sender:</b>
<b>Contact email address:</b>	
<b>Our Ref:</b>	<b>Contact Tel. No.</b>
<b>Name of Authorised Signatory:</b>	
<b>Authorised Signature:</b>	<b>Password:</b>

<b>Primary BM Unit ID:</b> _____
<b>P / C Flag:</b> <b>PRODUCTION / CONSUMPTION<sup>70</sup></b> (delete as applicable)
<b>Effective From Settlement Date:</b> _____

Note that the Production / Consumption Flag as elected here will be deemed effective until/unless the Lead Party makes a new election (by following procedure 3.12 or 3.23 as appropriate) or, in the case of Exempt Export Primary BM Units, the Primary BM Unit's Exempt Export status is terminated in accordance with procedure 3.11.

**From: CRA<sup>71</sup>**

**To: Lead Party**

**Date Sent:** \_\_\_\_\_

**Reason(s) for Rejection:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

<sup>69</sup> For Primary Exempt Export BM Units and / or Secondary BM Units.

<sup>70</sup> Please refer to procedure 3.12 or 3.23 for further details.

<sup>71</sup> Used for Exempt Export Primary BM Units if the request to change the P/C flag is rejected.

## 4.9 BSCP15/4.9 Certification of Exemptable Status for Generating Plant With Exports Measured by SVA Metering Systems

### Part A

Page 1 of 2

To: BSCCo Certification of Exemptable Status for Generating Plant With Exports Measured by SVA Metering Systems	Date Sent: _____ Primary BM Unit ID: _____
<b>From: Company Details</b>	
Party Id: _____	Name of Sender: _____
Contact email address: _____	
Our Ref: _____	Contact Tel. No. _____
<p>I, the Director of the Party responsible for and requesting Exemptable Generating Plant status for _____<sup>72</sup>, and thereby Exempt Export Primary BM Unit status for _____<sup>73</sup>, ('the Party') hereby certify that from _____<sup>74</sup>:</p> <p>The Generating Plant is Exemptable as defined in Section K1.2.2 of the Code and the Primary BM Unit would, if the Metering Systems comprised in that Primary BM Unit(s) were CVA registered, satisfy the following criteria in accordance with Section K3.3A of the Code:</p> <ol style="list-style-type: none"> <li>1. Only one Party (the Party hereby requesting Exempt Export status) is responsible for Exports and / or Imports from Plant / Apparatus comprised in the Primary BM Unit;</li> <li>2. The Exports and/or Imports from and to the Plant / Apparatus are capable of being controlled independently of the Exports and/or Imports from or to any Plant / Apparatus not comprised in the Primary BM Unit;</li> <li>3. Exports and/or Imports can be determined separately for Plant / Apparatus comprised in the Primary BM Unit;</li> <li>4. OR, the Panel, in accordance with Section K3.1.6, has determined that the Primary BM Unit in question has best satisfied these requirements.</li> </ol> <p>I hereby provide notification in accordance with Section K3.5 that the Party elects the P/C Flag of the Primary BM Unit to be _____<sup>75</sup> should the Primary BM Unit be granted Exempt Export status.</p> <p>The Party will take all reasonable steps, in accordance with Section U1.2.3, to ensure that the data and information held or maintained by BSCCo, any BSC Agent, or any SMRA relating to the Party, with specific reference to this application, is and continues to be accurate and complete.</p> <p>BSCCo can rely on this certification as to the matters set out herein, for the purposes of verification of Exemptable Generating Plant status (and associated Exempt Export Primary BM Unit status), i.e. the matters set out above in (1) to (4).</p> <p>The Party undertakes to comply with any request to re-certify made by BSCCo in accordance with Section K 1.5.8.</p>	
<b>Name of Director:</b> _____	
<b>Signature of Director:</b> _____	<b>On behalf of:</b> _____

<sup>72</sup> Add name of Generating Plant here.

<sup>73</sup> Add Primary BM Unit Id here.

<sup>74</sup> Add Exemptable Status Effective From date here

<sup>75</sup> Please enter either "P" (Production) or "C" (Consumption). Failure to complete this election will result in rejection of this form and a delay to your application. Please refer to procedure 3.10 for further details.

**BSCP15/4.9 Certification of Exemptable Status for Generating Plant With Exports  
Measured by SVA Metering Systems**

**Part B**

**Page 2 of 2**

To: <b>BSC Party</b>	Date Sent:
<b>Confirmation of Exemptable Status for Generating Plant With Exports Measured by SVA Metering Systems</b>	Generating Plant Name:
	Primary BM Unit ID:
Party Id: _____	Name of Sender: _____
Contact email address: _____	
Our Ref: _____	Contact Tel. No. _____
<b>From: BSCCo</b>	
<p>BSCCo hereby confirms that the above Generating Plant has / has not* been granted Exemptable status and that the above Primary BM Unit therefore has / has not* been granted Exempt Export status.</p> <p>BSCCo hereby also confirms that, where (and only where) Exempt Export status has been granted, the P/C Flag elected for the Primary BM Unit in Part A of this form BSCP15/4.9 shall become effective concurrently with the Primary BM Unit's Exempt Export status.</p>	

\* Delete as applicable

**4.10 BSCP15/4.10 Application for Inclusion in BSC Website List of Suppliers which have Satisfied the Criteria to Complete a Change of Primary BM Unit Lead Party within 5 WD for a Primary BM Unit with CVA Metering and Associated with a Customer Premises**

**Part A**

**Page 1 of 2**

<b><u>To: BSCCo</u></b>	<b><u>Date Sent:</u></b>
<b><u>From: Participant Details</u></b>	
<b><u>Party ID:</u></b>	<b><u>Name of Sender:</u></b>
<b><u>Contact email address:</u></b>	
<b><u>Our Ref:</u></b>	<b><u>Contact Tel. No.</u></b>
<b><u>Name of Authorised Signatory (Category A in BSCP38):</u></b>	
<b><u>Authorised Signature:</u></b>	<b><u>Password:</u></b>

I confirm that the Party above has met the following criteria and is therefore applying to be included in the BSC Website list of Suppliers which have satisfied the criteria to complete a change of Primary BM Unit Lead Party within 5 WD for a Primary BM Unit with CVA metering and associated with a Customer premises:

- The Party has acceded to the BSC and completed Party registration in the role of Supplier;
- The Party has appropriate registration on the NETSO Systems, and use of a qualified Trading Agent and Trading Point.

By returning this form, I acknowledge that the above Party undertakes to provide written notice by a Category A authorised signatory to BSCCo within 1 WD of any change in its ability to meet these criteria. I confirm that the above Party also recognises that such a change will result in the Party being removed from this list.

I acknowledge that the above Party recognises that, in order to qualify for a change of Primary BM Unit Lead Party within 5 WD, the following criteria (unique to the specific registration) must also be satisfied:

- The Primary BM Unit is not associated with a Trading Unit except a Sole Trading Unit; and
- The de-registration form (BSCP15/4.2) and registration form (BSCP15/4.3) submitted by the outgoing and incoming Suppliers contain consecutive Effective To and From Dates (in order to demonstrate that both Suppliers are aware of, and agree with, the change of Lead Party).



**BSCP15/4.10 Application for Inclusion in BSC Website List of Suppliers which have Satisfied the Criteria to Complete a Change of Primary BM Unit Lead Party within 5 WD for a Primary BM Unit with CVA Metering and Associated with a Customer Premises**

**Part B**

Page 2 of 2

<b><u>To: Party</u></b>	<b><u>Date Sent:</u></b>
<b><u>From: BSCCo</u></b>	
<b><u>Party ID:</u></b>	<b><u>Name of Sender:</u></b>
<b><u>Contact email address:</u></b>	
<b><u>Our Ref:</u></b>	<b><u>Contact Tel. No.</u></b>
<b><u>Name of Authorised Signatory (Category A in BSCP38):</u></b>	
<b><u>Authorised Signature:</u></b>	<b><u>Password:</u></b>
BSCCo hereby confirms that the above Party has/has not* met the necessary criteria to be included in the BSC Website list of Suppliers which have satisfied the criteria to complete a change of Primary BM Unit Lead Party within 5WDs for a Primary BM Unit with CVA metering and associated with a Customer premises.	

\* Delete as applicable

Parties are reminded of their agreement to notify BSCCo within 1 WD if, at any time, their ability to meet any of the criteria changes. Parties are also reminded that such a change will result in the Party being removed from the list.

**4.11 BSCP15/4.11 Change of CVA Primary BM Unit Lead Party (CoPBLP)****Part A (to be completed by the Party de-registering the Primary BM Unit(s))****Page 1 of 2**

<b>To: CRA</b>	<b>Date Sent:</b>
<b>From: Participant Details</b>	
<b>Party ID:</b>	<b>Name of Sender:</b>
<b>Contact email address:</b>	
<b>Our Ref:</b>	<b>Contact Tel. No.</b>
	<b>Contact Fax. No.</b>
<b>Name of Authorised Signatory:</b>	
<b>Authorised Signature:</b>	<b>Password:</b>

<b>Primary BM Unit Id:</b>	<b>NGC Primary BM Unit ID (if known)</b>	<b>Associated MSIDs</b> (please enter all MSIDs associated with Primary BM Unit)	<b>Associated Approved Metering Dispensations</b> (if applicable, please provide MSID(s) and Metering Dispensation Reference Number(s))	<b>Current P/C Flag</b> (for Exempt Export Primary BM Units only) <sup>76</sup>

<b>Trading Unit Name</b> (if applicable):

Please take this as notification that the registrations detailed above will be transferred with an Effective To Date of<sup>77</sup>: \_\_\_\_\_

<sup>76</sup> Must be either "P" (Production) or "C" (Consumption).

<sup>77</sup> The 'Effective To Date' specified on this form should be the day before the 'Effective From Date' for the associated registration(s) specified on the BSCP15/4.11 Part B form.

## BSCP15/4.11 Change of CVA Primary BM Unit Lead Party (CoPBLP)

Part B (to be completed by the Party registering the Primary BM Unit(s))

Page 2 of 2

<b>To: CRA</b>	<b>Date Sent:</b>
<b>From: Participant Details</b>	
<b>Party ID:</b>	<b>Name of Sender:</b>
<b>Contact email address:</b>	
<b>Our Ref:</b>	<b>Contact Tel. No.</b>
	<b>Contact Fax. No.</b>
<b>Name of Authorised Signatory:</b>	
<b>Authorised Signature:</b>	<b>Password:</b>

<b>Primary BM Unit Id:</b>	<b>NGC Primary BM Unit ID (if known)</b>	<b>Associated MSIDs (please enter all MSIDs associated with Primary BM Unit(s))<sup>78</sup></b>	<b>Associated Approved Metering Dispensations (if applicable, please provide relevant MSID(s) and Metering Dispensation Reference Number(s))</b>	<b>Chosen P/C Flag (for Exempt Export Primary BM Units only)<sup>79</sup></b>

<b>Trading Unit Name:</b> (if applicable)

Please take this as notification that the registrations detailed above will be transferred with an Effective From Date of<sup>80</sup>: \_\_\_\_\_

<sup>78</sup> Please note, if the Party de-registering the Primary BM Unit is not the current Registrant of the MSID, permission should be sought from the current Registrant, in accordance with BSCP20, to ensure they have no objections to the transfer.

<sup>79</sup> Please enter the P/C Flag (either "P" for Production or "C" for Consumption) that you elect to apply to the Exempt Export Primary BM Unit from the Effective From Date of the CoPBLP. Failure to complete this box will result in rejection of this form and a delay to the transfer. Please refer to procedure 3.13 for further details.

<sup>80</sup> The 'Effective From Date' specified on this form should be the next consecutive day after the associated 'Effective To Date' for the deregistration(s) specified on the BSCP15/4.11 Part A form.

**4.12 Not Used**

**4.13 BSCP15/4.13 Application for Non-Standard Primary BM Unit**

<b>To: BSCCo</b>	<b>Date Sent:</b>
<b>From: Participant Details</b>	
<b>Party ID:</b>	<b>Name of Sender:</b>
<b>Contact email address:</b>	
<b>Our Ref:</b>	<b>Contact Tel. No.</b>
	<b>Contact Fax. No.</b>
<b>Name of Authorised Signatory</b>	
<b>Authorised Signature:</b>	<b>Password:</b>

**Confidentiality**

This form with contact and Authorised Signatory details removed, associated diagrams and BSC Panel documents will routinely be made available in the public domain unless the applicant informs BSCCo otherwise at the time of application									
<b>Request for Confidentiality</b>	<b>YES/NO*</b> <b>*Delete as applicable</b>								
If 'YES', what is confidential?									
<table border="1"> <thead> <tr> <th><b>Confidential<sup>81</sup>?</b></th> <th><b>Yes/No (if only part then indicate which part)</b></th> </tr> </thead> <tbody> <tr> <td>Application form</td> <td></td> </tr> <tr> <td>Diagrams</td> <td></td> </tr> <tr> <td>BSC Panel Documents</td> <td></td> </tr> </tbody> </table>	<b>Confidential<sup>81</sup>?</b>	<b>Yes/No (if only part then indicate which part)</b>	Application form		Diagrams		BSC Panel Documents		
<b>Confidential<sup>81</sup>?</b>	<b>Yes/No (if only part then indicate which part)</b>								
Application form									
Diagrams									
BSC Panel Documents									
Justification for requesting confidentiality:									

**Site Details**

Primary BM Unit Id(s) (if known):	
Primary BM Unit Name(s) (Max 30 Characters):	
NGC BM Unit Id(s) (if known and applicable):	

<sup>81</sup> BSCCo will publish all Panel determinations, though for confidential papers the details will be anonymised. BSCCo is required to keep a list of all Non-Standard BM Unit determinations which must be made available to any Party upon request.

**Application:**

Why are you applying for a Non-Standard Primary BM Unit (please tick)	
The Plant and Apparatus does not fall into one of the standard categories in K3.1.4	
The Plant and Apparatus does fall into one of the standard categories in K3.1.4 but a different configuration satisfies the requirements for Primary BM Units in K3.1.2	
The Plant and Apparatus Exports or Imports are at a CVA Boundary Point at which there are other Exports or Imports for which another person is responsible (the Plant and Apparatus may or may not be of a Standard Primary BM Unit configuration)	

Description of Non-Standard Primary BM Unit configuration  
*Please contact BSCCo for guidance on how to complete this section*

Please provide electrical single line diagram(s) of the Plant and Apparatus included in the Non-Standard (and any Standard) Primary BM Unit(s) to support your application. The diagrams need to clearly show the location of the Metering Equipment, in particular the Settlement Current and Voltage Transformers (CTs/VTs) and CT/VT ratios, all existing Boundary Points and any System Connection Points at or near the proposed Boundary Point(s) and which items of Plant and Apparatus comprise which Non-Standard (and any Standard) Primary BM Unit(s).

List of electrical single line diagrams attached and description of Plant and Apparatus covered by each diagram.

**Rationale**

Rationale with reference to BSC Section K3.1 for the request for the Non-Standard Primary BM Unit:  
*Please contact BSCCo for guidance on how to complete this section*

**4.14 BSCP15/4.14 Registration of Secondary BM Unit**

<b>To: CRA</b>	<b>Date Sent:</b>
<b>From: Participant Details</b>	
<b>Party ID<sup>82</sup>:</b>	<b>Name of Sender:</b>
<b>Contact email address:</b>	
<b>Our Ref:</b>	<b>Contact Tel. No.</b>
<b>Name of Authorised Signatory:</b>	
<b>Authorised Signature:</b>	<b>Password:</b>

**Is this Secondary BM Unit registration:**

a New Secondary BM Unit Registration

a change in status of a Secondary BM Unit's FPN Flag

(Tick as appropriate)

Secondary BM Unit Id	Secondary BM Unit Name(Max 30 Characters)	NGC BM Unit ID <sup>83</sup>	GSP Group Id	P/C Flag	FPN Flag (Y/N)	EFD

<sup>82</sup> Only Virtual Lead Parties may register Secondary BM Units

<sup>83</sup> The NGC BM Unit ID must be provided for all Secondary BM Units with the FPN Flag set to 'Y'.

**4.15 BSCP15/4.15 De-Registration of Secondary BM Unit**

<b>To: CRA</b>	<b>Date Sent:</b>
<b>From: Participant Details</b>	
<b>Party ID:</b>	<b>Name of Sender:</b>
<b>Contact email address:</b>	
<b>Our Ref:</b>	<b>Contact Tel. No:</b>
<b>Name of Authorised Signatory:</b>	
<b>Authorised Signature:</b>	<b>Password:</b>

*De-Registration Secondary BM Unit Data Requirements***Name:**

.....

**Secondary BM Unit Id:**

.....

**NGC BM Unit ID:**

.....

**Effective To Date:**

.....

The NGC BM Unit ID must be provided for all Secondary BM Units with the FPN Flag set to 'Y'.