

**Balancing and Settlement Code**

**BSC PROCEDURE**

**Registration of Trading Units**

**BSCP31**

**Version 11.0**

**Date : 23 February 2012**

**BSC PROCEDURE 31**  
**relating to**  
**REGISTRATION OF TRADING UNITS**

1. Reference is made to the Balancing and Settlement Code and, in particular, to the definition of "BSCP" in Section X, Annex X-1 thereof.
2. This is BSC Procedure 31, Version 11.0 relating to the Registration of Trading Units.
3. This BSC Procedure is effective from 23 February 2012.
4. This BSC Procedure has been approved by the Panel.

**Intellectual Property Rights, Copyright and Disclaimer**

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

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

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

**AMENDMENT RECORD**

Version	Date	Description of Changes	Changes Included	Mods/ Panel/ Committee Refs
1.0	Code Effective Date	Designated version	n/a	n/a
2.0	30/11/00	Work outstanding at Go Active, resolution of inconsistencies, inclusion of consultation comments	208,184, 226, 243	08/009
3.0	28/02/02	Incorporates changes for Modification P7	P7	ISG13/126
4.0	13/08/02	Change Proposals for BSC Systems Release 2	CP521, 546, 726	ISG16/166 ISG18/190
5.0	24/06/03	Change Proposals for June 03 Release	CP 749, 821	
6.0	24/06/03	Approved Modification P62	P62	48/003
7.0	12/09/03	Approved Modification P100 for the CVA Programme Nov 03 Release	P100	57/007
8.0	23/02/05	CVA Programme Feb 05 Release	BETTA 6.3, P159, CP970, CP1040, CP1091	
9.0	02/11/05	CVA Programme November 05 Release	P174, P189, CP1108	P174 87/004 ISG52/003
10.0	26/06/08	June 08 Release	CP1223	SVG84/02 ISG84/01 TDC109/01 PAB84/11
11.0	23/02/12	February 2012 Release	P268 P269	Panel 186/04 Panel 186/05

## CONTENTS

<b>1</b>	<b>Introduction</b>	<b>5</b>
1.1	Purpose and Scope of the BSC Procedure	5
1.2	Main Users of the BSC Procedure and their Responsibilities	5
1.3	Key Milestones	<del>65</del>
1.4	Balancing and Settlement Code Provision	<del>65</del>
1.5	Associated BSC Procedures	6
1.6	Trading Unit Approval (including rules for Exempt Export BM Units)	6
1.7	No longer used	7
<b>2</b>	<b>Acronyms and Definitions</b>	<b>8</b>
2.1	List of Acronyms	8
2.2	Definitions	8
<b>3</b>	<b>Interface and Timetable Information</b>	<b>9</b>
3.1	Registration of Trading Unit (Class 1, 2, 3, 5 or 6 Application)	9
3.2	Registration of Trading Unit (Class 4 Application)	12
3.3	De-Register Trading Unit	<del>1514</del>
3.4	Election of Base or Sole Trading Unit for Embedded Exempt Export BM Units	<del>1716</del>
<b>4</b>	<b>Appendices</b>	<b><del>1918</del></b>
4.1	Trading Unit Registration Information Requirements	<del>1918</del>
4.2	Illustrative Diagrammatic Representations of Classes of Trading Unit	<del>2019</del>
4.2.1	Power Station with Optional Demand Fed from within the Power Station System	<del>2221</del>
4.2.2	Power Station and Demand Connected by Dedicated Assets	<del>2322</del>
4.2.3	Power Station and Demand Connected by Contiguous Assets	<del>2322</del>
4.2.4	Interconnectors	<del>2423</del>
4.3	BSCP31/4.3 Registration of Trading Unit Application Form	<del>2625</del>
4.4	BSCP31/4.4 Registration of Trading Unit Class 4 Application Form	<del>2827</del>
4.5	BSCP31/4.5 Registration of Trading Unit Details Form	<del>2928</del>
4.6	BSCP31/4.6 De-Register Trading Unit	<del>3029</del>
4.7	BSCP31/4.7 This form is no longer used	<del>3130</del>
4.8	BSCP31/4.8 Amendments to Sole and Base Trading Unit Allocation for Embedded Exempt Export BM Units	<del>3231</del>
4.9	BSCP31/4.9 Notification of Trading Unit approval	<del>3332</del>

# 1 Introduction

## 1.1 Purpose and Scope of the BSC Procedure

This BSCP defines the key interfaces, the timetable and the responsibilities of the Applicant Party, the BSCCo, the Panel and BSC Agents when associating more than one BM Unit with a Trading Unit. It does not cover the provisions of the Code relating to BM Unit registration.

This BSCP is designed to ensure orderly and efficient implementation of the Code provisions relating to BM Units being associated with the same Trading Unit. Every BM Unit is inherently a Sole Trading Unit and in isolation requires no further authorisation. This BSCP covers the process by which Applicant Parties demonstrate conformance with the criteria for qualification for more than one BM Unit being associated with a single Trading Unit.

This BSCP also describes the automatic Trading Unit allocation for Exempt Export BM Units, and how the Lead Party for an Exempt Export BM Unit can change this allocation.

### 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.

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 BSC Procedure and their Responsibilities

This BSCP should be used by:

- (a) Applicant Party
- (b) BSCCo

- (c) The Panel
- (d) Transmission Company (TC)
- (e) Licensed Distribution System Operator (LDSO)
- (f) Central Registration Agent (CRA)
- (g) Lead Party seeking to change an Exempt Export BM Unit's Trading Unit allocation

who are responsible for, or contribute to, the registration of a Trading Unit within the Central Registration System (CRS).

### 1.3 Key Milestones

The key milestone in this BSCP is the 30 Working Days notice required for the application.

### 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 any inconsistency between the provisions of this BSCP and the Code, the provisions of the Code shall prevail.

### 1.5 Associated BSC Procedures

In using this BSCP, applicants should take note of the requirements of other BSCPs, as applicable.

BSCP15	BM Unit Registration
BSCP20	Registration of Metering System for Central Volume Allocation
BSCP38	Authorisations

### 1.6 Trading Unit Approval (including rules for Exempt Export BM Units)

Section K of the Code defines the rules under which Trading Units are approved and registered with the CRA. The Panel utilises these rules to confirm acceptance of a Trading Unit application.

With the exception of Base Trading Units, the configuration of a registered and effective Trading Unit may not change unless another application detailing the proposed changes has been made and approved. In the case of those Trading Units consisting only of Exempt Export BM Units in the same GSP Group (the Class 4 Trading Units), the Panel has delegated approval to BSCCo.

All Supplier Base and Additional (non Exempt Export) BM Units will automatically belong to the Base Trading Unit for the relevant GSP Group, and may not belong to any other Trading Unit.

An Exempt Export BM Unit which is Embedded in a Distribution System will automatically belong to the Base Trading Unit for the relevant GSP Group, but can elect to be a Sole Trading Unit or apply to be part of a Class 4 Trading Unit or other Trading Unit in accordance with this BSCP. Elections by Embedded Exempt Export BM Units to change their allocation from a Base Trading Unit to a Sole Trading Unit (or vice versa) do not require Panel approval. Applications by Embedded Exempt Export BM Units to form a new Class 4 Trading Unit or other Trading Unit require approval by BSCCo or the Panel respectively, and must follow this BSCP to ensure that the necessary criteria are met. Applications by Embedded Exempt Export BM Units to join or leave an existing Class 4 Trading Unit or other Trading Unit require the Trading Unit to be de-registered/re-registered as appropriate in accordance with this BSCP.

An Exempt Export BM Unit which is Directly Connected to the Transmission System will automatically be a Sole Trading Unit and may not form part of a Class 4 Trading Unit. It may apply to be part of another Trading Unit in accordance with this BSCP.

Other types of BM Unit may leave a Trading Unit and become a Sole Trading Unit on application in accordance with this BSCP.

A Trading Unit application will not be valid if any BM Unit which constitutes the proposed Trading Unit already belongs to any other Trading Unit other than a Sole Trading Unit (or a Base Trading Unit in the case of Embedded Exempt Export BM Units).

## **1.7 No longer used**

## **1.8 Impact of a BM Unit's Trading Unit Registration on its P/C Status**

When in a Trading Unit with other Lead Parties, please note that changes to Generation Capacity (GC) and Demand Capacity (DC) values for other BM Units within the Trading Unit can affect the overall P/C Status of the Trading Unit and thus the BM Units within it.

Exempt Export BM Units which have explicitly set their P/C Flag to Production or Consumption in accordance with Section K3.5 and BSCP15 are an exception, as their P/C Status will be fixed by their P/C Flag independently of their Trading Unit.

With the exception of any Exempt Export BM Units in Base Trading Units which have explicitly elected to have a P/C Flag (and thereby a fixed P/C Status) of Production, all BM Units in Base Trading Units will always have a fixed P/C Status of Consumption regardless of the GC/ DC values of the BM Units in the Base Trading Unit. This includes all Supplier Base and Additional (non Exempt Export) BM Units.

## 2 Acronyms and Definitions

### 2.1 List of Acronyms

The following is a list of acronyms used in BSCP31:

Acronym	Expression
BSCCo	Balancing and Settlement Code Company
CoBO	Change of BM Unit Ownership (CoBO)
CRA	Central Registration Agent
CRS	Central Registration Service
LDSO	Licensed Distribution System Operator
GSP	Grid Supply Point
TC	Transmission Company
WD	Working Day

### 2.2 Definitions

#### Trading Unit Effective From Date

Relates to the date when nominated BM Units are associated with one Trading Unit on the condition that the configuration and construction of the BM Unit(s) is as specified in the Trading Unit Application.

#### Applicant Party

The Applicant or Applicants joining the Trading Unit who are Parties to the Code.

#### Self-Service Gateway

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.

All other terms are as defined in the Code



### 3 Interface and Timetable Information

#### 3.1 Registration of Trading Unit (Class 1, 2, 3, 5 or 6 Application)<sup>1</sup>

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	METHOD
3.1.1	As determined by Applicant <sup>2</sup>	Request application form	Applicant Party	BSCCo	Address for application forms	Fax / Letter / Website / Email
3.1.2	Within 3 WD of 3.1.1	Provide Trading Unit application documentation	BSCCo	Applicant Party	Application forms plus copy of BSCP if requested BSCPs  BSCP31/4.3, Registration of Trading Unit Application Form  BSCP31/4.5, Registration of Trading Unit Details Form  N.B. These forms must be signed by an authorised person as registered under BSCP38.	Fax / Post / Email
3.1.3	As determined by Applicant Party but at least 30 WD prior to the Panel meeting	Submit application forms and supporting documentation <u>or provide relevant information via the Self-Service Gateway</u>	Applicant Party or Parties	BSCCo	Completed application documentation and supporting documentation (see Section 4.1 for details) <u>or their online equivalent</u>  BSCP31/4.3, Registration of Trading Unit Application Form <u>or its online equivalent</u>  BSCP31/4.5, Registration of Trading Unit Details Form <u>or its online equivalent</u>	Fax / Post / Email / <u>Self-Service Gateway</u>

<sup>1</sup> This process shall not apply where a Trading Unit is being transferred from one Party to another as part of the CVA BM Unit CoBLPO process (providing no other changes are being made to the registration data associated with the BM Units). Please refer to the 'Change of CVA BM Unit Lead Party Ownership' process in BSCP15 which defines the process for transferring the ownership of Trading Units in such circumstances.

<sup>2</sup> Process steps 3.1.1 and 3.1.2 shall not apply if the registration is requested via the Self-Service Gateway.

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	METHOD
3.1.4	Within 1 WD of receipt of 3.1.3	Send a copy of the application to the Transmission Company or LDSO to seek confirmation that the BM Unit metering arrangements are compatible with Use of System charging, Transmission Service Charging and that the arrangement is operationally acceptable, as appropriate.	BSCCo	TC / LDSO, as appropriate	Completed registration documentation (see Section 4.1 for details) BSCP31/4.3, Registration of Trading Unit Application Form BSCP31/4.5, Registration of Trading Unit Details Form	Post /Email / <a href="#">Self-Service Gateway</a>
3.1.5	Within 3 WD of receipt of 3.1.4	Give confirmation or agree changes necessary to allow confirmation to be given.	TC / LDSO, as appropriate	BSCCo	Confirmation notice with any further changes identified, as appropriate	Fax /Letter /Email
3.1.6	Within 4 WD of receipt of 3.1.3	Determine if further information or other evidence is required to demonstrate compatibility with the Code.	BSCCo		Completed application forms and supporting documentation <u>or their online equivalent</u> . BSCP31/4.3, Registration of Trading Unit Application Form <u>or its online equivalent</u> BSCP31/4.5, Registration of Trading Unit Details Form <u>or its online equivalent</u>	Internal
3.1.7	If required by BSCCo	Submit further evidence as required	Applicant Party	BSCCo	Details of further information	Fax /Letter /Post /Email
3.1.8	By the next Panel paper day, submit Application Form	Submit application forms and supporting evidence	BSCCo	Panel	Completed application forms and supporting evidence. BSCP31/4.3, Registration of Trading Unit Application Form BSCP31/4.5, Registration of Trading Unit Details Form	Email /Post

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	METHOD
3.1.9	Panel Meeting	Panel review application and decide to accept, reject or request further information in accordance with the Code.	Panel		Completed application forms and supporting evidence.  BSCP31/4.3, Registration of Trading Unit Application Form  BSCP31/4.5, Registration of Trading Unit Details Form	Panel Meeting
3.1.10	Within 1 WD after Panel Meeting	If appropriate, confirm Trading Unit Effective From Date  Confirm to applicant Lead Parties the obligation to notify the Panel if a BM Unit belonging to the approved Trading Unit no longer satisfies the requirements under which the Trading Unit was approved	BSCCo	CRA Applicant Party  TC	Confirmation that the Panel has approved nominated Trading Unit and the Trading Unit Effective From Date.  BSCP31/4.9, Notification of Trading Unit Approval Form <u>or its online equivalent</u>	Fax / Letter / Email / <u>Self-Service Gateway</u>
3.1.11	Upon receipt of notification of 3.1.10	CRA to notify BSC Agents, Applicant Party & BSCCo of Trading Unit Effective From Date and associated data.	CRA	Other BSC Agents  Applicant Party  BSCCo	Trading Unit Effective From Date and associated data – Registration Report CRA-1014.    Trading Unit name and confirmation of processing.	Electronic    Post / Email / Fax / <u>Self-Service Gateway</u>

### 3.2 Registration of Trading Unit (Class 4 Application)

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	METHOD
3.2.1	As determined by Applicant <sup>3</sup>	Request application form	Applicant Party	BSCCo	Address for application forms	Fax / Letter / Website / Email
3.2.2	Within 3 WD of 3.2.1	Provide Trading Unit application documentation	BSCCo	Applicant Party	<p>Application forms plus copy of BSCP if requested</p> <p>BSCP31/4.4, Registration of Class 4 Trading Unit Application Form</p> <p>BSCP31/4.5, Registration of Trading Unit Details Form</p> <p>N.B. These forms must be signed by an authorised person as registered under BSCP38.</p>	Fax / Post / Email
3.2.3	As determined by Applicant Party but at least 10 WD prior to requested Trading Unit Effective From date	Submit application forms and supporting documentation <u>or provide relevant information via the Self-Service Gateway</u>	Applicant Party or Parties	BSCCo	<p>Completed application documentation and supporting documentation (see Section 4.1 for details) <u>or their online equivalent</u>.</p> <p>BSCP31/4.4, Registration of Class 4 Trading Unit Application Form <u>or its online equivalent</u></p> <p>BSCP31/4.5, Registration of Trading Unit Details Form <u>or its online equivalent</u></p>	Fax / Post / Email / <u>Self-Service Gateway</u>

<sup>3</sup> Process steps 3.2.1 and 3.2.2 shall not apply if the registration is requested via the Self-Service Gateway.

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	METHOD
3.2.4	Within 4 WD of receipt of 3.2.3	Review application by checking that all the nominated BM Units are Exempt Export BM Units and are all located in the same GSP Group.  Accept or reject application, or if necessary, request further information.	BSCCo		Completed application forms and supporting documentation <u>or their online equivalent</u> .  BSCP31/4.4, Registration of Class 4 Trading Unit Application Form <u>or its online equivalent</u>  BSCP31/4.5, Registration of Trading Unit Details Form <u>or its online equivalent</u>	Internal
3.2.5	If required by BSCCo	Submit further evidence as required	Applicant Party	BSCCo	Details of further information	Fax / Post / Email / <u>Self-Service Gateway</u>
3.2.6.	Within 1 WD of 3.2.4	If accepted, confirm Trading Unit Effective From Date.  Confirm to applicant the Lead Parties' obligation to notify BSCCo if a BM Unit belonging to the approved Trading Unit no longer satisfies the requirements under which the Trading Unit was approved (in which case the registration of the Trading Unit shall be terminated in accordance with procedure 3.3).	BSCCo <sup>4</sup>	Panel CRA Applicant Party TC	Confirmation that BSCCo has approved nominated Trading Unit and the Trading Unit Effective From Date.  BSCP31/4.9, Notification of Trading Unit Approval Form <u>or its online equivalent</u>	Fax / Email / Post / <u>Self-Service Gateway</u>

<sup>4</sup> Enduring authorisation to approve Class 4 Trading Unit Applications has been delegated to BSCCo by the Panel (ref BSC Panel Paper P/40/031)

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	METHOD
3.2.7	Within 1 WD of notification of 3.2.6	CRA to notify BSC Agents of Trading Unit Effective From Date and associated data.	CRA	Other BSC Agents Applicant Party BSCCo	BM Unit, Interconnector and GSP Group Registration Data (CRA-I015)  Trading Unit Effective From Date and associated data - Registration Report (CRA-I014).  Operations Registration Data (CRA-I020). Trading Unit name & confirmation of processing.	Electronic   Post / Email / Fax / <u>Self-Service Gateway</u>

### 3.3 De-Register Trading Unit<sup>5</sup>

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.3.1	At least 20 WD prior to de-registration date	Submit application form <u>or provide relevant information via Self-Service Gateway</u>	Applicant	BSCCo Lead Parties in that Trading Unit	BSCP31/4.6, Trading Unit De-Registration <u>or its online equivalent</u>	Fax / Post / Email / <u>Self-Service Gateway</u>
3.3.2	Within 3 WD of 3.3.1	Check application for completeness and authorisation. On completion of internal checks, confirm receipt to applicant	BSCCo	Applicant	BSCP31/4.6, Trading Unit De-Registration <u>or its online equivalent</u>	Fax / Post / Email / <u>Self-Service Gateway</u>
3.3.3	Within 3 WD of 3.3.1	Notify CRA and TC of de-registration application	BSCCo	CRA TC	BSCP31/4.6, Trading Unit De-Registration <u>or its online equivalent</u>	Fax / Post / Email / <u>Self-Service Gateway</u>
3.3.4	At Least 15 WD prior to De-Registration Date	Notify BSCCo and Applicant that the Trading Unit shall be de-registered	CRA	BSCCo Applicant	Confirmation that the Trading Unit shall be de-registered and de-registration date.	Fax / Letter / Email / <u>Self-Service Gateway</u>
3.3.5	At least 15 WD prior to De-Registration Date	Allocate any / each Exempt Export BM Unit to either a Sole Trading Unit or the Base Trading Unit for the GSP Group, as specified on form BSCP31/4.6 <u>or its online equivalent</u> (if there is no specification, allocate the BM Unit to the Base Trading Unit if Embedded, or to a Sole Trading Unit if Directly Connected).  The allocation should be effective from the calendar day following the effective to date of the Trading Unit being de-registered.	CRA		Form BSCP31 / 4.6 <u>or its online equivalent</u>	Internal

<sup>5</sup> This process shall not apply where a Trading Unit is being transferred from one Party to another as part of the CVA BM Unit CoBO process (providing no other changes are being made to the registration data associated with the BM Units). Please refer to the 'Change of CVA BM Unit Ownership' process in BSCP15 which defines the process for transferring the ownership of Trading Units in such circumstances.

REF	WHEN	ACTION	FROM	TO	INPUT INFORMATION REQUIRED	MEDIUM
3.3.6	At the same time as 3.3.5	CRA to notify Applicant Party, BSC Agents and BSCCo of Trading Unit de-registration date and associated data	CRA	BSC Agents  Applicant Party  BSCCo	BM Unit, Interconnector and GSP Group Registration Data (CRA-I015)  Registration Report (CRA-1014).  Operations Registration Data (CRA-I020)	Electronic



### 3.4 Election of Base or Sole Trading Unit for Embedded Exempt Export BM Units

This process supports the request by a Lead Party for an Embedded Exempt Export BM Unit to change its allocated Trading Unit from a Base Trading Unit to a Sole Trading Unit or vice versa, as set out in Section K4.7.

It should be noted that where the Exempt Export BM Unit is applying to join or leave a Class 4 Trading Unit, then these processes are covered by 3.2 and 3.3 of this BSCP.

REF	WHEN	ACTION	FROM	TO	INPUT DATA REQUIRED	MEDIUM
3.4.1	As required	Submit notice to BSCCo, requesting a change to Trading Unit allocation (Sole or Base only) of an Embedded Exempt Export BM Unit.  The request should contain an effective date for such amendment of no earlier than 5 WD from this notice.	Lead Party	BSCCo	Form BSCP31 / 4.8 <u>or its online equivalent</u>	Fax/post/e-mail / <u>Self-Service Gateway</u>
3.4.2	As soon as practicable after 3.4.1.	Where the BM Unit does not have Exempt Export Status is not Embedded, or is allocated to another (not Sole or Base) Trading Unit which is not being de-registered, then notify the Party of the rejection of the request.	BSCCo	Party	Form BSCP31 / 4.8 <u>or its online equivalent</u> , specifying reason for rejection.	Fax/post/e-mail / <u>Self-Service Gateway</u>
3.4.3	Within 1 WD of 3.4.1	Where the request is valid, forward the notice to the CRA, requesting a change to Trading Unit allocation (Sole or Base only) of an Embedded Exempt Export BM Unit.	BSCCo	CRA	Form BSCP31 / 4.8 <u>or its online equivalent</u>	Fax/post/e-mail / <u>Self-Service Gateway</u>
3.4.4	Within 1 WD of receipt of 3.4.3	CRA ensures that the Exempt Export Flag is set for the BM Unit and that the BM Unit is Embedded.  This may involve obtaining authorisation from BSCCo.	CRA		As submitted in 3.4.3	Internal
3.4.5	As soon as practicable after 3.4.4.	Where the Exempt Export Flag is set and the BM Unit is Embedded, then verify that the Embedded Exempt Export BM Unit currently belongs to either a Sole Trading Unit, or the Base Trading Unit (for the relevant GSP Group).	CRA			Internal

REF	WHEN	ACTION	FROM	TO	INPUT DATA REQUIRED	MEDIUM
3.4.6	As soon as practicable after 3.4.5	Where the conditions at 3.4.5 are verified, amend the Trading Unit allocation for the BM Unit, effective from the specified date.  Notify the Party, BSCCo and the Transmission Company of the change to Trading Unit allocation.	CRA	Party BSCCo TC	Registration Report (CRA – I014)  CRA – I020  Registration update (CRA – I015)	Electronic  Fax/e-mail/post/ electronic
3.4.7	As soon as practicable after 3.4.6.	Notify BSC Agents of the change to Trading Unit allocation.	CRA	BSC Agents	Registration update (CRA – I015)	Electronic
3.4.8	As soon as practicable after 3.4.5.	Where the Exempt Export Flag is not set, the BM Unit is not Embedded, or the BM Unit is allocated to another (not Sole or Base) Trading Unit which is not being de-registered, then do not amend the Trading Unit allocation for the BM Unit.  Notify the Party of the rejection of the request	CRA	Party BSCCo	Form BSCP31 / 4.8 <u>or its online equivalent</u> specifying reason for rejection.	Fax/post/e-mail/ <u>Self-Service Gateway</u>

## 4 Appendices

### 4.1 Trading Unit Registration Information Requirements

Applicant Party shall send a written application or submit an online application via the Self-Service Gateway to the BSCCo. Subject to legibility and storage considerations, supplementary diagrams and document may be scanned and uploaded to the Self-Service Gateway.

#### Trading Units other than Class 4 Trading Units

##### (a) Information Required

- Name and address of Applicant.
- Confirmation from all the Authorised Signatories of the relevant Lead Parties of their agreement to be associated with a single Trading Unit.
- Full description of the nominated BM Units.
- Full description of the Metering Systems located or to be located at the nominated BM Unit(s) and their location.
- Full description of the points at which all relevant electricity flows will be measured.
- Such other information as the applicants shall consider relevant to their application.
- Basis for the application.
- Additional information may be provided for consideration by the BSCCo.
- Evidence which demonstrates sufficient similarities with sites which would satisfy the conditions applicable to Class 1, Class 2, Class 3, Class 5 or Class 6 Trading Units, such that it would be unreasonable not to treat the nominated BM Unit(s) as a Trading Unit.

##### (b) Documentation Required

- Line Diagrams showing electrical connections at the Nominated BM Unit(s).
- Line Diagrams showing location of Metering Systems and measurement points.
- Schedule of Dedicated Assets and or Contiguous Assets and evidence to support this schedule and classification such as Connection Agreement documentation (this will not be required for Class 1 or Class 5A Trading Units).

- Evidence that assets and equipment electrically connecting the generation and demand are capable of supporting the quantity of electricity to be delivered and accepted at the nominated BM Unit(s).
- Confirmation from the Transmission Company that the metering arrangements are compatible.
- BSCP31/4.3 Registration of Trading Unit Application Form or its online equivalent.
- BSCP31/4.5 Registration of Trading Unit Details Form or its online equivalent.

#### Class 4 Trading Units

##### (a) Information Required

- Name and Address of Exempt Export BM Units.
- GSP Group.
- Trading Unit name.
- Lead Parties.
- Effective From Date.

##### (b) Documentation Required

- List of BM Units to be associated with the Class 4 Trading Unit.
- Confirmation from the CRA that the Exempt Export BM Units to be associated with the Class 4 Trading Unit are Embedded and are located in the same GSP Group.
- Confirmation from the CRA that none of the BM Units to be associated with the Class 4 Trading Unit have been registered pursuant to section K2.1.1 (d) of the BSC.
- Letters from each Trading Unit Lead Party confirming their agreement that the Exempt Export BM Units will belong to that Trading Unit.

#### 4.2 Illustrative Diagrammatic Representations of Classes of Trading Unit

Trading Unit Class 1	Representation of a Power Station with optional additional demand fed from within the Power Station system
Trading Unit Class 2	Representation of a Power Station and demand connected by Dedicated Assets
Trading Unit Class 3	Representation of a Power Station and demand connected by Contiguous Assets

## Trading Unit Class 5

## Representations of:

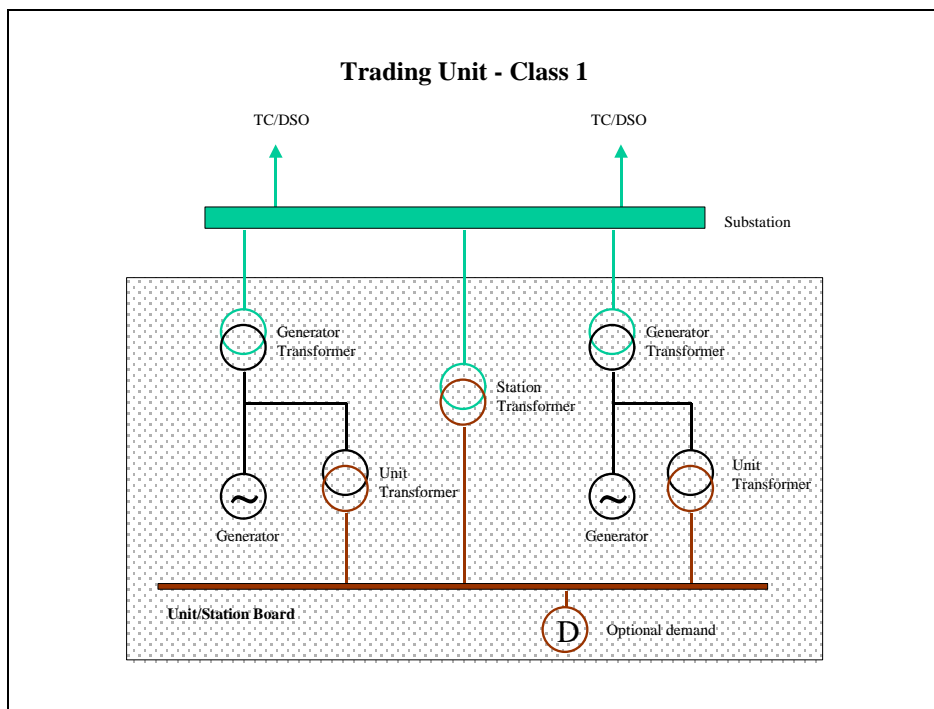
- (a) Interconnector BM Units associated with the same Interconnector where such Interconnector is located at one Site only;
- (b) Interconnector BM Units associated with the same Interconnector where such Interconnector is located at one Site only and other BM Unit(s) connected by Dedicated Assets to one or more Boundary Points of that Interconnector; and
- (c) Interconnector BM Units associated with the same Interconnector where such Interconnector is located at one Site only and other BM Unit(s) connected by Contiguous Assets to one or more Boundary Points of that Interconnector.

All of the diagrams in this Appendix show typical electrical configurations for different classes of Trading Unit. These diagrams are not exhaustive, but are rather intended to indicate the differences between the various Classes.

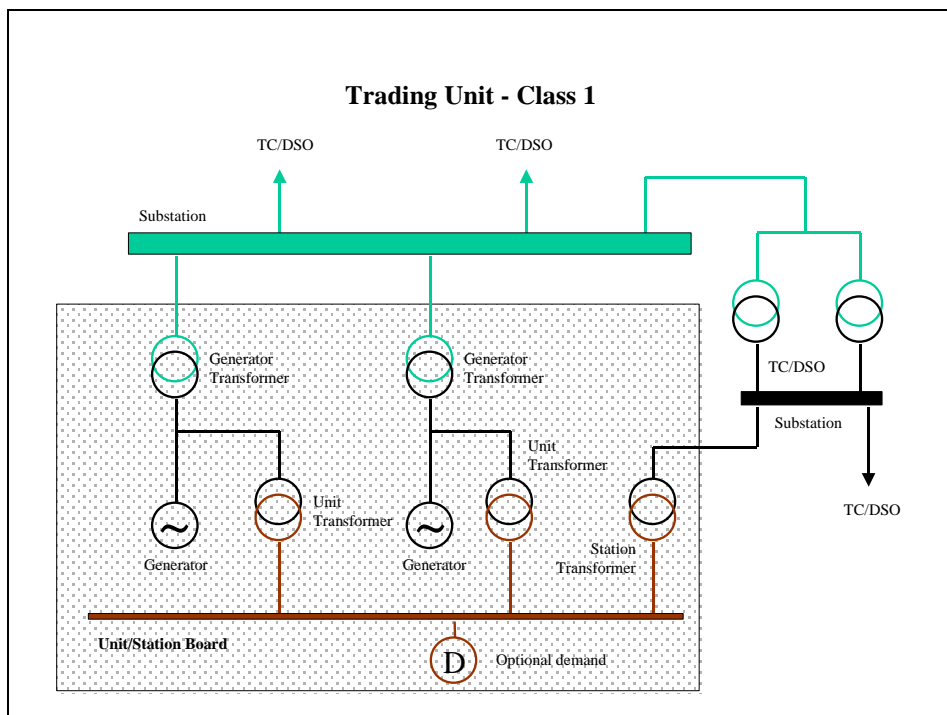
A bibliography of previously approved Trading Unit configurations is kept at the BSCCo for provision upon request.

## 4.2.1 Power Station with Optional Demand Fed from within the Power Station System

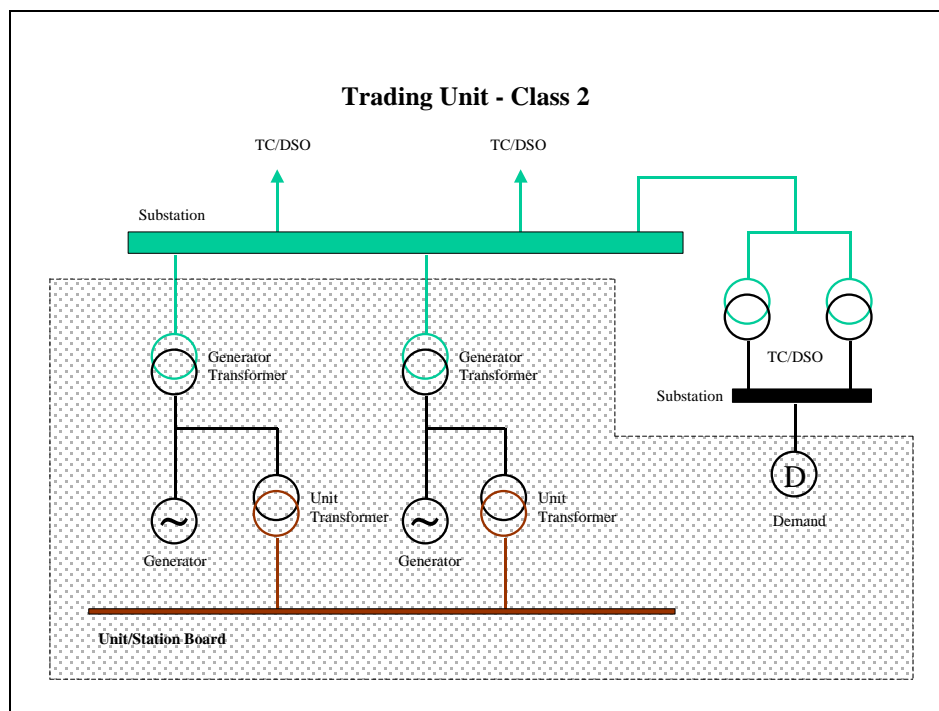
(A)



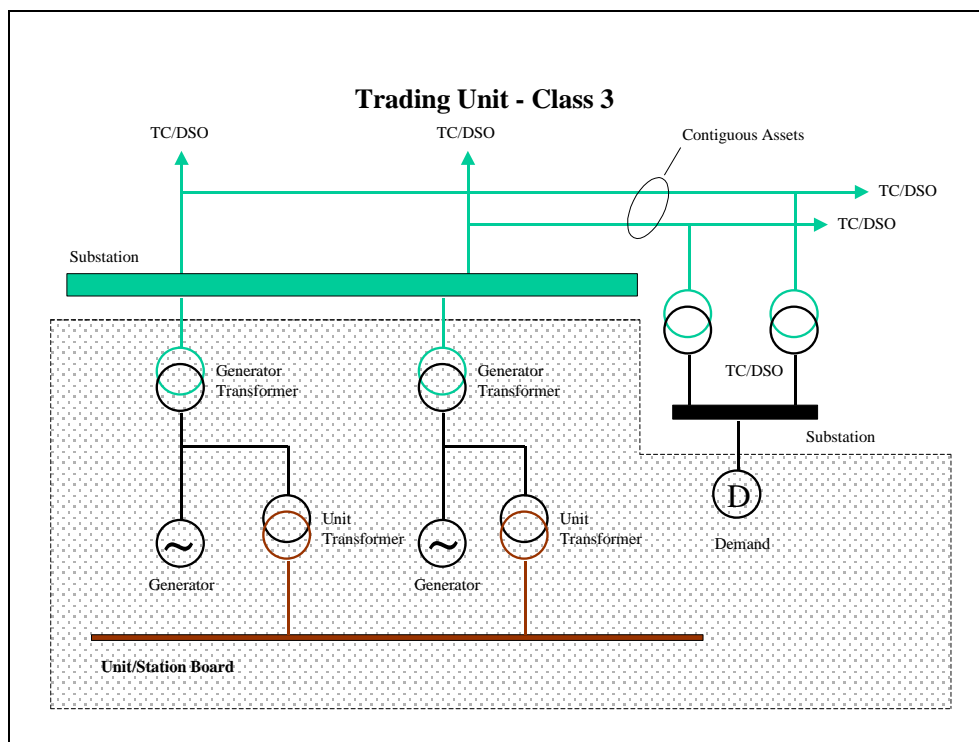
(B)



#### 4.2.2 Power Station and Demand Connected by Dedicated Assets

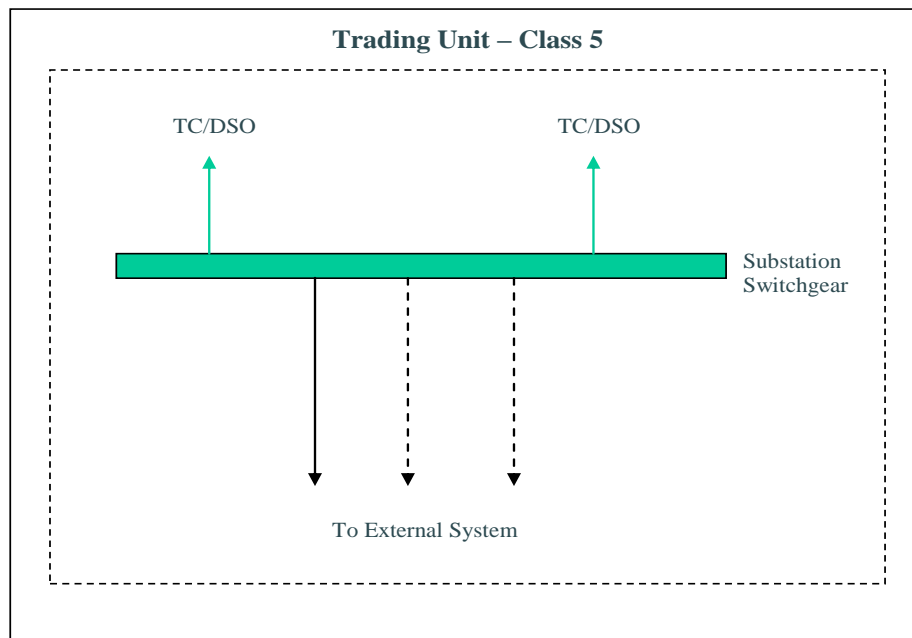


#### 4.2.3 Power Station and Demand Connected by Contiguous Assets

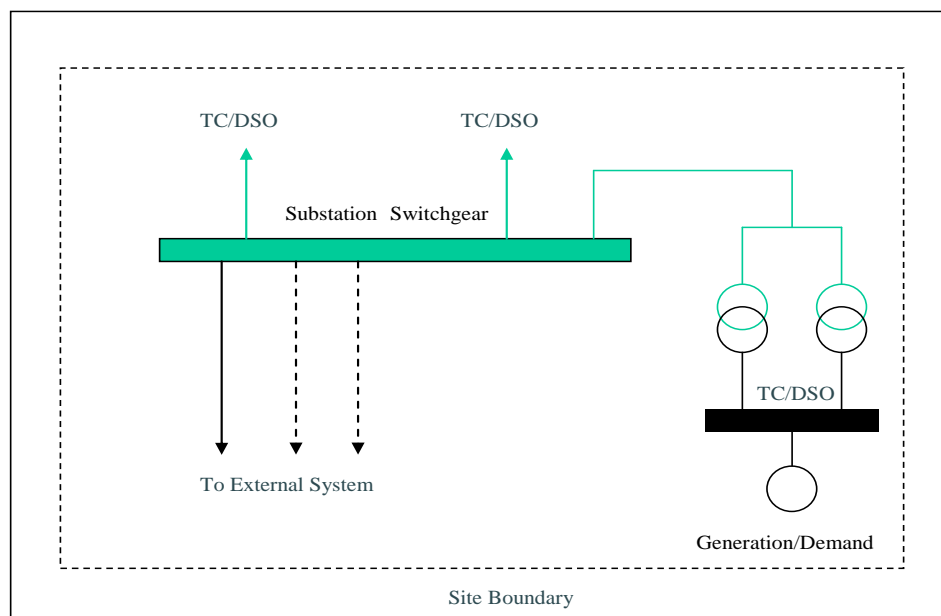


## 4.2.4 Interconnectors

- (A) Interconnector BM Units associated with the same Interconnector where such Interconnector is located at one Site only

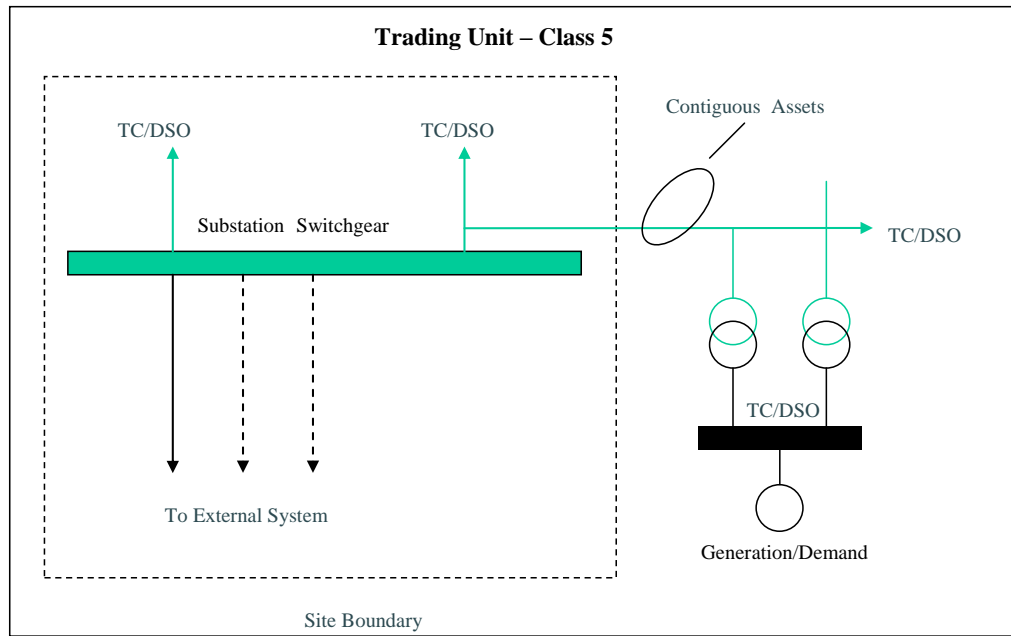


- (B) Interconnector BM Units associated with the same Interconnector where such Interconnector is located at one Site only and other BM Unit(s) connected by Dedicated Assets to one or more Boundary Points of that Interconnector





- (C) Interconnector BM Units associated with the same Interconnector where such Interconnector is located at one Site only and other BM Unit(s) connected by Contiguous Assets to one or more Boundary Points of that Interconnector



4.3 BSCP31/4.3 Registration of Trading Unit Application Form<sup>6</sup>

PAGE 1 OF 2

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

Class of Trading Unit Application (1, 2, 3, 5 or 6):

Trading Unit Name: \_\_\_\_\_

Effective From Date<sup>7</sup>: \_\_\_\_\_**New Registration****OR****Change of BM Unit Ownership****Attached Documents:**

Full description of nominated BM Unit(s):

*(Complete Form BSCP31/4.5)*

Confirmation from each Lead Party of their intention to be associated with a single Trading Unit:

Full description of Metering Systems:

Full description of points of measurement of electrical flow:

Line diagrams showing electrical connections and energy flows at nominated BM Unit(s):

Line diagrams showing location of Metering Systems:

<sup>6</sup> This process shall not apply where a Trading Unit is being transferred from one Party to another as part of the CVA BM Unit CoBO process (providing no other changes are being made to the registration data associated with the BM Units). Please refer to the 'Change of CVA BM Unit Ownership' process in BSCP15 which defines the process for transferring the ownership of Trading Units in such circumstances.

<sup>7</sup> The Trading Unit Effective From Date will be the later of either the date specified in this section of the application form by the Applicant Party, or the date on which all of the requirements specified in this procedure have been satisfied.

Evidence that assets & equipment are capable of transmitting or distributing the quantity of Electricity to be transmitted or distributed at the nominated BM Unit(s):

Confirmation from the Transmission Company that the metering arrangements are compatible.

Supporting evidence from associated BSC Parties (as appropriate):

**Class 2 only**

Evidence of Dedicated Assets:

**Class 3 only**

Evidence of Contiguous Assets:

**Class 5 only**

Evidence that Interconnector BM Units are associated with the same Interconnector where such Interconnector is located at one Site only:

Evidence that Interconnector BM Units are associated with the same Interconnector where such Interconnector is located at one Site only and other BM Unit(s) connected by Dedicated Assets to one or more Boundary Points of that Interconnector:

Evidence that Interconnector BM Units are associated with the same Interconnector where such Interconnector is located at one Site only and other BM Unit(s) connected by Contiguous Assets to one or more Boundary Points of that Interconnector:

**Class 6 only**

Other evidence having regard to the criteria set out in BSC:

Please list:

---



---



---



---



---

Further evidence requested by the Panel

Please List:

---



---



---

## 4.4 BSCP31/4.4 Registration of Trading Unit Class 4 Application Form

PAGE 1 OF 1

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

Class of Trading Unit: 4

Trading Unit Name: \_\_\_\_\_

GSP Group ID: \_\_\_\_\_

Confirmation that all the nominated BM Units are Embedded Exempt Export BM Units located in the same GSP Group (please tick):

☐
Trading Unit Effective From Date<sup>8</sup>: \_\_\_\_\_**Attached Documents:**

Full description of nominated BM Unit(s):

☐
*(Complete Form BSCP31/4.5)*

Confirmation from each Lead Party of their intention to be associated with a single Trading Unit, noting that such confirmation is an explicit authorisation from each Lead Party to remove the specified Exempt Export BM Unit(s) from their Sole or Base Trading Unit, as the case may be.

☐

Any further information to support the Application:

☐


---



---



---



---

<sup>8</sup> The Trading Unit Effective From Date will be the later of either the date specified in this section of the application form by the Applicant Party, or the date on which all of the requirements specified in this procedure have been satisfied.

## 4.5 BSCP31/4.5 Registration of Trading Unit Details Form

PAGE 1 OF 1

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

<b>Trading Unit Details</b>	
Trading Unit Name: _____	
<b>BM Unit Details:</b>	<b>BM Unit Details:</b>
BM Unit ID	BM Unit ID
Effective from Date:	Effective from Date:
Effective to Date:	Effective to Date:
<b>BM Unit Details:</b>	<b>BM Unit Details:</b>
BM Unit ID	BM Unit ID
Effective from Date:	Effective from Date:
Effective to Date:	Effective to Date:
<b>BM Unit Details:</b>	<b>BM Unit Details:</b>
BM Unit ID	BM Unit ID
Effective from Date:	Effective from Date:
Effective to Date:	Effective to Date:
<b>BM Unit Details:</b>	<b>BM Unit Details:</b>
BM Unit ID	BM Unit ID
Effective from Date:	Effective from Date:
Effective to Date:	Effective to Date:

#### 4.6 BSCP31/4.6 De-Register Trading Unit<sup>9</sup>

PAGE 1 OF 1

For Class 4 Trading Units, Attachment BSCP31 / 4.6A or its online equivalent must be completed for all Exempt Export BM Units in the Trading Unit, by each Lead Party specifying the allocation of each Exempt Export BM Unit to either the Base Trading Unit, or a Sole Trading Unit on de-registration of the Class 4 Trading Unit.

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

**Trading Unit Name**

\_\_\_\_\_

**Trading Unit ID (if known):**

\_\_\_\_\_

**Effective To Date:**

\_\_\_\_\_

Authorised  
Signature:

\_\_\_\_\_

Date:

\_\_\_\_\_

On behalf of:

\_\_\_\_\_

<sup>9</sup> This process shall not apply where a Trading Unit is being transferred from one Party to another as part of the CVA BM Unit CoLPBO process (providing no other changes are being made to the registration data associated with the BM Units). Please refer to the 'Change of CVA BM Unit Lead Party Ownership' process in BSCP15 which defines the process for transferring the ownership of Trading Units in such circumstances.

**Attachment BSCP31 / 4.6A, to Form BSCP31 / 4.6 'De-Register Trading Unit'**

The following should be completed for each Exempt Export BM Unit comprising a Class 4 Trading Unit being de-registered under BSCP31, using Form BSCP31 / 4.6 or its online equivalent.

Failure to complete this attachment, for any BM Unit in such Class 4 Trading Unit, is taken as authorisation to allocate that BM Unit to the Base Trading Unit for the relevant GSP Group on de-registration of the Class 4 Trading Unit.

The allocation set out below will be contiguous with the de-registration set out on the main form.

**Class 4 Trading Unit Name:**

---

**Trading Unit Effective to Date:**

---

**BM Unit Details:**

BM Unit ID

---

Lead Party

---

Allocate BM Unit to:

SOLE / BASE\* Trading Unit    \* delete as applicable

Lead Party Authorised Signature

---

Date

---

On behalf of:

---

**4.7      BSCP31/4.7 This form is no longer used**

#### 4.8 BSCP31/4.8 Amendments to Sole and Base Trading Unit Allocation for Embedded Exempt Export BM Units

To: BSCCo CRA	Date Sent: _____
<b>From: Participant Details</b>	
Party Id: _____	Name of Sender: _____
Contact e-mail address: _____	
Our Ref: _____	Contact Tel. No. _____
Name of Authorised Signatory: _____	
Authorised Signature: _____	Password: _____
<b>Trading Unit Allocation :   SOLE / BASE</b> (delete as applicable)	
<b>Effective From Settlement Date:</b> _____	
<b>Effective To Settlement Date: *</b> _____	* (optional)

From: BSCCo

To: Lead Party

CRA

Date Sent:

Reason(s) for Rejection:

---



---



---



---



## 4.9 BSCP31/4.9 Notification of Trading Unit approval

PAGE 1 OF 1

This form or its online equivalent is used to notify parties of a Panel decision to approve a Trading Unit application. Panel approval is not required to establish or modify the membership of a Base Trading Unit. This form shall therefore not be used to notify a Party of additions or changes to the membership of a Base Trading Unit.

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

<b>Trading Unit Details</b>	
Trading Unit Name:	
Trading Unit Effective From Date:	
Lead Party:	
Panel Approval Date	
<b>BM Units Contained in the Trading Unit:</b>	
BM Unit ID	
BM Unit ID	
BM Unit ID	
BM Unit ID	
BM Unit ID	
BM Unit ID	
BM Unit ID	
BM Unit ID	

In accordance with Section K4.3 of the Code, the Panel determined that the BM Units detailed may form the named Trading Unit on the date specified.

Pursuant to Section K of the Balancing & Settlement Code, 'Classification and Registration of Metering Systems and BM Units', the Lead Party of each BM Unit shall notify the BSCCo if there is a change in the circumstances of that BM Unit that may affect its registration within a Trading Unit.