4.3 CP Form

Change Proposal – BSCP40/02	CP No: *Version No: v2.0 (mandatory by BSCCo)*
Title (mandatory by originator) **BSCP 501 Amendments to clarify D0312 process**	
Description of Problem/Issue (mandatory by originator) BSC CP1515 'Meter Operator Agents to send Metering System Data to SMRS instead of ECOES for the Faster Switching Programme', was implemented in the June 2019 BSC Release. CP1515 required Meter Operator Agents (MOAs) to send a Data Transfer Catalogue (DTC) Data Flow D0312 to Supplier Meter Registration Services (SMRSs) on a change of Metering System information, and required SMRSs to send a response D0312 to the originating MOA and the relevant Supplier. However, an issue has arisen where a D0312 was sent to the Supplier associated with the Meter at the time of the Meter work but had subsequently been end dated in Market Domain Data (MDD). The Gatekeeper™ software used to validate the D0312 could not recognise the target Supplier and rejected the file, which resulted in a system call-out. Master Registration Agreement (MRA) DTC CP3570 was raised to address the issue by amending DTC Annex C to clarify that "where the Supplier at the time of the Meter work has been end dated in MDD, the D0312 will only be required to be sent to the MOP and the current Supplier". DTC CP3570 has been approved by the MRA Development Board (MDB) and will be implemented on 27 February 2020.	
Proposed Solution (mandatory by originator) Amend sections 3.2A.3 and 3.2A.6 of BSCP501 'Supplier Meter Registration Service' to clarify that neither a response D0312 nor a confirmation of receipt should be issued to a Supplier that has been end dated in MDD. This will mirror the changes to DRC Annex C for DTC CP3570 and keep the BSC aligned with the MRA. Note: Version 2.0 of this Proposal Form suggests including the information in the main table of BSCP501 as this will provide better clarity for market participants (as opposed to Version 1.0, which suggested adding and cross-referencing a new footnote).	
Justification for Change (mandatory by originator) This change will remove a potential cause of issues for the D0312 process and so will improve the efficiency of the process introduced for Stage 0 of Ofgem's Faster Switching Programme	
To which section of the Code does the CP relate, and does the CP facilitate the current provisions of the Code? (mandatory by originator) Changes are required to BSCP501. We believe that these changes do not impose new obligations or restrictions of a material nature on parties or party agents as per BSC Section F 3.1.2(b).	

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Estimated Implementation Costs (mandatory by BSCCo) £240 (1 full Working Day's effort)
BSC Configurable Items Affected by Proposed Solution(s) (mandatory by originator) BSCP501 'Supplier Meter Registration Service'
Impact on Core Industry Documents or System Operator-Transmission Owner Code (mandatory by originator) None
Related Changes and/or BSC Releases (mandatory by BSCCo) N/A
Requested Implementation Date (mandatory by originator) 25th June 2020
Reason: To align with the implementation date of the DTC CP 3570 approved change to MRA Annex C
Version History (mandatory by BSCCo) 1.0
Originator's Details:
BCA Name: *Gemma Slaney*
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Date: *27 September 2019*
Attachments: **N** (If Yes, No. of Pages attached: **……**) *(delete as appropriate)*

4.4. CP Form Guidelines

These guidelines are to be used to assist in the completion of the CP Form, given in Appendix 4.3. The guidelines state who should complete each item on the form and whether it is mandatory or optional. They also give a brief description of the information that should be given for each item. For further guidance please contact your BCA/PACA.

- **Title** – mandatory completion by originator – title of CP.

- **CP No.** – mandatory completion by BSCCo – unique number allocated for each individual CP.

- **Version No.** – mandatory completion by originator – when first submitted by the originator, the CP should have a version number of v0.1. Following discussions with BSCCo, any changes required following those discussions, the CP should be updated to v1.0. Should any further amendments/additions/deletions be required to the CP during its lifecycle, the version number should be updated to v2.0, v3.0, etc.

- **Description of Problem/Issues** - mandatory completion by originator - a statement of the issue/problem.

- **Proposed Solution(s)** – mandatory completion by originator – this is a single fully defined description of the proposed solution. For Category 1 BSC Configurable Items redlined changes must be included.

- **Justification for Change** – mandatory completion by originator – details of the business case for implementing the proposed change. This section should also include a brief assessment of the risk associated with leaving the problem/issue unresolved, in terms of materiality and probability of occurrence.

- **To which section of the Code does the CP relate, and does the CP facilitate the current provisions of the Code? –** All CPs should be raised in line with BSC section F 3.1.2 ensuring that changes to BSC Configurable Items should continue to facilitate the provisions as detailed in the Code and should not impose new obligations or restrictions of a material nature on Parties and Party Agents (or classes thereof) which are not authorised or envisaged by, or subsidiary to, the rights and obligations of the Parties under the Code. As such the originator should highlight the section of the BSC that their proposed change is derived from and if the proposed CP facilitates the existing arrangements in the BSC.

- **Estimated Implementation Costs** – mandatory by BSCCo – These will be broken down into Central System Costs and BSCCo Operational Costs where appropriate.

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- **Impact on BSC Configurable Item(s)** – mandatory completion by originator – a list of all BSC Configurable Items potentially affected by proposed solution. Details of how each BSC Configurable Item will be affected should be included, if known, and redlining of Category 1 BSC Configurable Items must be completed.

- **Impact on Core Industry Documents or System Operator – Transmission Owner Code** – mandatory completion by originator, however, BSCCo can advise if originator is unsure of all the impacts on documents – list of all documents potentially affected by proposed solution. These documents include any changes that will be needed to the DTC or other MRASCo Products. Details of how each document will be affected will also need to be included.

- **Requested Implementation Date and Associated Reasons** – mandatory by originator – identification of any critical milestone date(s) which need to be considered when generating possible solutions, with reasons for these. If change can be implemented at any time i.e. with no time constraints, this should be stated. This will be updated to the agreed Implementation Date once the Panel Committee has voted.

- **Version History** – mandatory completion by BSCCo – details of any previous versions of a Draft CP or details of what has changed between CP versions. If this is the first version then this will be indicated in this section.

- **Originator's Details** – mandatory by originator – the name, organisation, email address and telephone number of the originator and the date on which the originator raised the CP.

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