

BM UNIT – CHANGE OF CVA PRIMARY BM UNIT LEAD PARTY AND SUPPLIER ID TRANSFER PROCESS

Guidance Note

Public

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BM Unit – Change of CVA Primary BM Unit Lead Party and Supplier ID Transfer Process

This document will assist Balancing and Settlement Code (BSC) Parties who want to complete the:

- Change of CVA Primary BM Unit Lead Party (CoPBLP) process
- Transfer of Supplier ID process.

Change of CVA Primary BM Unit Lead Party process

What is a CoPBLP?	<p>A CoPBLP is the procedure used to transfer one or more Primary BM Units with Central Volume Allocation (CVA) Metering from one registered BSC Party (the existing Lead Party) to another (the new Lead Party).</p> <p>The CoPBLP will not result in any change to Meter Technical Details (BSCP20/4.3), Meter Operator Agent (MOA), Aggregation Rules (BSCP75), Trading Unit (BSCP31), or Primary BM Unit data (BSCP15 – except the change of Lead Party).</p> <p>If the new Lead Party wishes to change any of this data, additional processes will need to be carried out which could impact the timescales for the transfer.</p>
As a new Lead Party do I need to do anything before undertaking a CoPBLP?	<p>You need to Qualify as a Generator to register Directly Connected Generation or Demand Primary BM Units, or as a Supplier to register Directly Connected Demand Primary BM Units. If the Primary BM Unit is Licence Exempt Export, you may also register the Primary BM Unit if you are a Qualified Supplier.</p> <p>Visit the Market Entry page or BSCP65: Registration of Parties and Exit Procedures for more details.</p> <p>If the Primary BM Unit has a Final Physical Notification Flag (FPN) of 'Yes', then before you submit the COPBLP form the existing and new Lead Parties must contact the National Electricity Transmission System Operator (NETSO), to discuss any obligations (in particular, if there is a change of Control Point, or a change of Trading Agent, which may extend the timescales), initiate the Change of NGC BM Unit Lead Party process and sign the necessary contractual agreements.</p>
What forms do I need to fill in?	<p>The existing Lead Party must submit a BSCP15/4.11 Part A form.</p> <p>The new Lead Party must submit a BSCP15/4.11 Part B form.</p> <p>Alternatively, this information can be completed via the Self Service Gateway (Elexon Kinnect Customer Solution).</p> <p>The 'Effective From' Date on the BSCP15/4.11 Part B must be the day after the 'Effective To' Date on the BSCP15/4.11 Part A.</p> <p>The existing and new Lead Parties must agree the transfer date between themselves. The CoPBLP will take place at midnight on the Effective From Date. This date can be a weekend or Bank Holiday.</p>
What information do I provide on the BSCP15/4.11 form?	<p>The new Lead Party should obtain the Primary BM Unit details required to complete the form from the existing</p>

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	<p>Lead Party. If the Primary BM Unit is Exempt Export, the new Lead Party can choose the P/C Flag which does not have to be the same as the existing P/C flag.</p>
What other information is needed?	<p>If the Primary BM Unit(s) are currently part of a Trading unit, this process will transfer the Trading Unit to the new Lead Party. If the new Lead Party wishes to change the configuration of the Trading Unit then BSCP31 'Trading Units' may need to be followed.</p> <p>If the Primary BM Unit(s) currently have a Metering Dispensation, this process will transfer the Metering Dispensation associated with the corresponding MSIDs to the new Lead Party. If there are any changes in the Metering which affects the Metering Dispensation, processes in BSCP32 'Metering Dispensations' may need to be followed.</p> <p>The CoPBLP procedure will invalidate any Metering Volume Reallocation Notices (MVRNs) submitted by the existing Lead Party for the transferred Primary BM Unit(s). If the new Lead Party wishes to submit a new MVRN for the Primary BM Unit(s) after they become responsible for it, a valid Metering Volume Reallocation Notices Agent (MVRNA) Authorisation needs to be set up. See below for more information.</p> <p>You may need to review the impact that the CoPBLP may have on your Credit Cover.</p> <p>You may need to review your reporting requirements, including where you have given other parties permission to see your reports.</p>
When do I need to submit these forms by?	<p>Both the BSCP15/4.11 Part A and Part B need to be received at least 5 Working Days before the Transfer (subject to satisfying the NETSO's requirements if the FPN is 'Yes'). Alternatively, this information can be completed via the Self-Service Gateway (Elexon Kinnect Customer Solution).</p>

<p>What is a Transfer of Supplier ID?</p>	<p>A Transfer of Supplier ID is the procedure which transfers all the Primary BM Units associated with a Supplier ID from one Supplier (the Supplier ID Transferor) to another Supplier (Supplier ID Transferee). The number of Supplier IDs obtained through the Transfer of Supplier ID process (change of SVA Primary BM Unit Lead Party) is unlimited. All Primary BM Units associated with the Supplier ID are linked and will be transferred together.</p> <p>Note that if the Lead Party of the Primary BM Units also had a Virtual Lead Party participation capacity, the Secondary BM Units are not transferred during a Transfer of Supplier ID and would remain with the original Virtual Lead Party.</p>
<p>As the Supplier ID Transferee do I need to do anything before undertaking a Transfer of Supplier ID?</p>	<p>You need to be qualified as a Supplier and you should have a Supply Licence or should be able to assure ELEXON that you are exempt from that requirement.</p> <p>Visit the Market Entry page or BSCP65: Registration of Parties and Exit Procedures for more details.</p> <p>If any of the Primary BM Units under the Supplier ID to be transferred have a Final Physical Notification Flag (FPN) of 'Yes', before you submit the Transfer of Supplier ID forms, the existing and new Lead Parties must contact the NETSO, to discuss any obligations (in particular, if there is a change of Control Point, or a change of Trading Agent, which may extend the timescales), initiate the Change of NGC BM Unit Lead Party process and sign the necessary contractual agreements.</p>
<p>What forms do I need to fill in?</p>	<p>The Supplier ID Transferor must complete a BSCP15/4.6 Part A form. If the Supplier ID being transferred is the Supplier ID Transferor's last Supplier ID (i.e. they will no longer be a Supplier), they must also complete a BSCP65/01 form to de-register as a Supplier. Alternatively, this information can be completed via the Self-Service Gateway (Elexon Kinnect Customer Solution).</p> <p>The Supplier ID Transferee must complete a BSCP15/4.6 Part B form.</p> <p>The 'Effective From' Date on the BSCP15/4.6 Part B must be <i>the same day as the 'Effective From Date'</i> on the BSCP15/4.6 Part A.</p> <p>The Supplier ID Transferor and the Supplier ID Transferee must agree the transfer date between themselves. The Supplier ID Transfer will take place at midnight on the Effective From Date. This date can be a weekend or Bank Holiday.</p> <p>As a result of the Supplier ID Transfer, Party address details in Market Domain Data (MDD) may need to be changed. This is achieved by completing a MDD Change</p>

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	<p>Request Form in BSCP509 along with Entity Forms 1 and 45 and submitting it to the mddc@elexon.co.uk.</p> <p>Note that Elexon will inform all BSC Parties and the Authority of the transfer details in accordance with Section S1.4 of the BSC.</p>
What information do I provide on the BSCP15/4.6 form?	<p>The new Lead Party should obtain the Primary BM Unit details required to complete the form from the existing Lead Party.</p>
What other information is needed?	<p>If any of the SVA MSIDs currently have a Metering Dispensation, this process will transfer the Metering Dispensation associated with the corresponding SVA MSIDs to the new Lead Party. If there are any changes in the Metering which affect the Metering Dispensation, processes in BSCP32 'Metering Dispensations' may need to be followed.</p> <p>The Transfer of Supplier ID procedure will invalidate any MVRN submitted by the existing Lead Party for the transferred Primary BM Unit(s). If the new Lead Party wishes to submit a new MVRN for the Primary BM Unit(s) after they become responsible for it, a valid MVRNA Authorisation needs to be set up. See below for more information.</p> <p>You may need to review the impact that the Transfer of Supplier ID may have on your Credit Cover.</p> <p>You may need to review your reporting requirements, including where you have given other parties permission to see your reports.</p>
When do I need to submit these forms by?	<p>If Elexon receives notice before midday on a Working Day a Supplier ID transfer can take effect the following day. If the request is after midday on a Working Day the transfer will take place on the second day following. This is the minimum lead-time for the process (subject to satisfying the NETSO's requirements if the FPN is 'Yes').</p>

Meter Volume Reallocation Notification Agent (MVRNA) Authorisations

The CoPBLP and Transfer of Supplier ID procedures will invalidate any MVRN submitted by the existing Lead Party for the transferred Primary BM Unit(s). If the new Lead Party wishes to submit a new MVRN for the Primary BM Unit(s) after they become responsible for it, a valid MVRNA Authorisation needs to be set up. The new Lead Party can set up this Authorisation before the 'Effective From Date' of the Primary BM Unit but after the submission of the BSCP15/4.11 Part B or BSCP15/4.6 Part B form by completing a [BSCP71/02](#) form, which should be submitted to the Energy Contract Volume Aggregation Agent (ECVAA).

Please note that if the Approval of CoPBLP or Approval of Supplier ID transfer email is issued by Elexon **at least two WD** before the 'Effective From Date', then the MVRNA Authorisation Identifier and unique MVRNA Key can be issued to the MVRNA at latest one WD before the Primary BM Unit 'Effective From Date', allowing the MVRNA to submit MVRNs from Settlement Period (SP) 1 of the 'Effective From Date'.

It should also be noted that on the rare occasions that the CoPBLP or Transfer of Supplier ID and [BSCP71/02](#) forms are submitted with a one WD lead time (to become effective the following day) a one Settlement Period (SP) gap in the MVRN (for SP 1) will appear due to the short timescales.

The MVRN cannot be sent until the Metered Volume Reallocation Notification Agent Authorisation (MVRNAA) is effective (i.e. midnight) and Gate Closure will have passed for SP 1. The new Lead Party may need to address this issue.

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Need more information?

You can contact Elexon using the details below.

Name	Description	Email	Telephone
Participant Management Team Elexon	The CoPBLP and Supplier ID Transfer process and BSCP15	bm.unit@elexon.co.uk	020 7380 4376
Dispensation Team Elexon	Metering Dispensations (BSCP32) and Trading Units (BSCP31)	dispensations@elexon.co.uk	020 7380 4033
Participant Management Team Elexon	Market Entry, BSCP65 and BSCP71	market.entry@elexon.co.uk	020 7380 4322
NETSO Helpdesk	NETSO Registration issues/queries (including EDT and EDL)	bmu.registration@nationalgrideso.com transmissionconnections@nationalgrideso.com	0800 085 4806
IMServ	IMServ: CRA and ECVAA	neta@imserv.com	0870 833 5602

You can find out more in BSC [Sections K](#) and [S](#) and the [Balancing and Settlement Code Procedures \(BSCPs\)](#) listed below:

BSCP15	BM Unit Registration
BSCP20	Registration Metering Systems for Central Volume Allocation
BSCP31	Registration of Trading Units
BSCP32	Metering Dispensations
BSCP38	Authorisations
BSCP65	Registration of Parties and Exit Procedures
BSCP71	ECVNA and MVRNA Registration, Authorisation and Termination
BSCP509	Changes to Market Domain Data

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For more information please contact the **BSC Service Desk** at bscservicedesk@cgi.com or call **0370 010 6950**.

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