

# Retail Market Guide NI 23

## Supplier Data Requests

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## **Retail Market Guide NI 23 – Supplier Data Requests**

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# **Retail Market Guide NI 23 – Supplier Data Requests**

## **1. Introduction**

### **1.1 Scope**

This document is the Retail Market Guide for Supplier Data Requests in Northern Ireland.

The procedure is documented as a number of sub-processes:

- **Market Website**
  - o Access and password maintenance
- **Meter Point Data**
  - o Suppliers may view and retrieve Meter Point data from the Market Website.
  - o Suppliers may view new connections details on the Market Website.
- **Market Message Information**
  - o Suppliers may view the status of market messages that they have sent to NIE on the Market Website.
- **Supplier Request for Consumption Data**
  - o Requests may be made for Interval Consumption Profile data through the Market Website.
  - o Suppliers will be able to access Non-Interval consumption information through the Market Website (other than SToD metering).
  - o A Supplier may make a request for Non-Interval consumption data for a Meter Point equipped with Non-Interval SToD metering through the Market Website.

The content of this market guide is subject to change as a result of direction from NIAUR.

### **1.2 History of Changes**

<b>Version</b>	<b>Source of Change</b>	<b>Description of Change</b>
0.1		Initial draft version.
0.2	P Merkens	Detail added on Meter Point Data Publication
0.3	P Merkens	Updated following NIE review and for CRID 147
0.91	P Merkens	Issued for SIG Workshop
0.92	P Merkens	Updates following SIG Workshop
0.93	P Merkens	Updates to arrangements for requests to consumption data including restriction to current registrations Removal of outstanding issues, single point unmetered list

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0.94	J-E Smith	Final Draft Issued for Supplier Review prior to SIG Approval
1.0	A Ferguson	Baseline SIG Approval
2.0	A Ferguson	Baseline CDA Board Approved <ul style="list-style-type: none"><li>• Updated for DR1110/CRID163</li><li>• Register Time of Use replaced with Timeslot on Market Website</li></ul>
2.1	J-E Smith	Baseline CDA Board Approved <ul style="list-style-type: none"><li>• Updated for DR1118/CRID167</li></ul>
	A Ferguson	Updated to reflect MP NI 39 Glossary of Terms

### **1.3 Document References**

<b>Document</b>	
NI Market Procedures - Glossary of Terms	MP NI 39 - NI Market Procedures - Glossary of Terms.doc

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### **2. Procedure Description**

#### **2.1 Market Website**

All Supplier requests are serviced through the Market Website.

##### **2.1.1 Access and Password Maintenance**

Suppliers may log on to the Market Website using a login and password provided by NIE.

Users of the Market Website will be provided with facilities to retrieve an existing password where the existing password is forgotten. . The existing password will be sent to the email address held by NIE and nominated by the user.

NIE may reset a password where there are concerns about data security and may restrict the number of requests that may be made within a given period for system performance reasons.

If a user account is not logged into for 30 days it will be automatically disabled. NIE will be able to re-enable the account if required.

#### **2.2 Meter Point Data**

##### **2.2.1 Meter Point Data Publication**

Suppliers may view and retrieve Meter Point data via the Market Website.

The Supplier will be able to search using the following search criteria:

- MPRN; or
- Keypad Premises Number (for keypad Customer); or
- Postcode (optionally with House Number); or
- Any combination of other Meter Point address fields

The Supplier will be able to filter a search by DUoS Group, Meter Configuration Code and Meter Status.

Access will be read only and the Supplier will not be able to create, update or delete any information.

Separately to the Market Website NIE will provide a web-service facility to download on request for a single MPRN all the data displayed for that MPRN.

##### **2.2.2 Data Publication for Assigned Meter Points**

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For metered and Assigned Meter Points (pre-energisation), NIE will publish on the Market Website the following information:

- MPRN
- Meter Point Address
- MPRN Status (Assigned)
- Registration Status
- Connection Agreement
- Connection Voltage
- DUoS Group
- MIC
- MEC, if applicable
- Meter Configuration Code
- Meter Operation Mode: a flag indicating the proposed operating mode of credit or keypad
- Date MPRN assigned

### **2.2.3 Data Publication for Energised, and De-Energised Meter Points**

For a Meter Point that is metered and is in an Energised, De-Energised state NIE will publish on the Market Website the following information:

- MPRN
- Meter Point Address
- MPRN Status (Energised, De-Energised)
- Registration Status
- Connection Agreement Status
- Trading Site Flag
- DUoS Group
- MIC
- Date from which MIC applies
- MEC, if applicable
- Date from which MEC applies, if applicable
- Connection Voltage
- Chargeable Service Capacity, if applicable
- Metering Class
- Meter Category
- Meter Configuration Code
- List of Meter Serial Ids

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For energised and de-energised Non-Interval metered Meter Points, NIE will also publish on the Market Website the following information:

- Meter Type, indicating whether or not the meter is capable of operating in credit mode or prepayment mode or both modes
- Meter Operation Mode: a flag indicating the current operating mode of credit or keypad
- Load Profile
- Last Actual Read Date
- Read Cycle
- Next Read Date
- For each Meter Serial Id, identified by Meter Register Sequence:
  - Timeslot
  - Register Type
  - Pre Decimal Digits
  - Post Decimal Digits

After a meter has been removed from a de-energised Meter Point, the Market Website and the NIE system will continue to hold the MCC.

### **2.2.4 Data Publication for Terminated Meter Points**

For Meter Points that are in a terminated state the following minimum data will be displayed:

- MPRN
- Meter Point Address
- MPRN Status (Terminated)

### **2.2.5 Data Publication for Unmetered Meter Points**

For unmetered Meter Points NIE will publish through the Market Website the following information:

For a Grouped MPRN:

- Group MPRN
- Group Address
- Registration Status
- Unmetered Agreement
- MPRN (Link to Technical MPRN)

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For a Technical MPRN:

- Technical MPRN
- Link to Grouped MPRN
- Meter Point Address
- Meter Point Status
- DUoS Group
- MIC
- Connection Voltage
- Burn Hour Calendar
- Metering Class
- Meter Configuration Code
- For each Unmetered Item Type
  - Reference Number
  - Repetition Factor
  - Unmetered Type
  - Actual Wattage
  - Billable Wattage
  - Power Factor

For an unmetered MPRN, a Supplier will be able to download the inventory list associated with the MPRN in a format that can be imported into an Excel spreadsheet.

### **2.2.6 New Connections Information**

Suppliers may view new connections details on the Market Website. This is to provide Suppliers with the details of new connections and whether these new connections are registered to a Supplier.

The Supplier will be able to search for new connections using the following search criteria:

- MPRN; or
- From/To date; or
- Connections for last 5 or 30 days; or
- Postcode (optionally with House Number); or
- Any combination of other Meter Point address fields

The Supplier will be able to filter a search by DUoS Group, Meter Configuration Code and Meter Point Status.



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NIE will provide a facility to download on request for a single MPRN all the data displayed for that MPRN.

New Connections will be visible on the Market Website when a quotation has been accepted by the client, payment has been received and the MPRN status for the Meter Point has been set to Assigned.

### **2.3 Market Message Information**

Suppliers may view on the Market Website the status of market messages that they have sent to and received from NIE.

This is to facilitate Suppliers in understanding if messages they have sent to NIE have been received and successfully processed.

Supplier will be able to search for all market messages for a specific MPRN or for all market messages related to multiple MPRNs up to a maximum of 20 MPRNs.

The Supplier may enter a date range. If no date range is specified, the Supplier will be prompted to enter a date range.

The Supplier will be able to refine the search by choosing a related business process.

The business processes are:

- New Connections Registrations
- Change of Supplier Registrations
- De-registration Process
- Customer Details
- Fieldwork
- Data Processing Messages
- All business processes

At least one MPRN must be entered and a specific business process chosen by the user before a search can be completed.

### **2.4 Supplier Requests for Consumption Data**

A Supplier may only view or request consumption data for an MPRN that is registered to them.

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Suppliers may also view or request consumption data where Customers have given their permission to allow their meter reading information to be shared with Suppliers other than their current Supplier.

### **2.4.1 Interval Consumption Profile**

Requests may be made for Interval Consumption Profile data - Supplier to email [datarequest@nie.co.uk](mailto:datarequest@nie.co.uk) with the list of MPRNs.

Suppliers will be required to provide the email address(es) to which the response is to be sent and the period start and end dates for which the profile is required. The start date may be no earlier than the first of month of the previous year that corresponds to the month of the request.

NIE will send a response to the requested email address(es) within three working days which will contain a link which Suppliers may use to access the Interval data profile obtained from the Meter Point. The profile will include all Interval readings that are held by NIE for the complete months in the period between and including the start and end dates.

One non-chargeable request may be made for a Meter Point in a calendar year. This limit is independent of the request is from a Customer or a Supplier.

### **2.4.2 Non-Interval Consumption Data (other than SToD Metering)**

The currently registered Supplier may view a year's consumption data for a particular MPRN via the Market Website.

Suppliers may search using an MPRN. Meter read data for the last twelve months for that MPRN will be displayed. However, only data for the current Customer will be provided if there has been a change of tenancy during the last twelve months.

The Supplier will be able to export the meter read data for an MPRN to a CSV file.

### **2.4.3 Non-Interval Consumption Data - SToD Metering**

Requests for SToD consumption data for periods within the last twelve months where a Meter Point was previously equipped with Non-Interval SToD metering must be made manually to NIE and NIE will be respond to these requests manually.

One non-chargeable request may be made for a Meter Point in a calendar year. This limit is independent of the request is from a Customer or a Supplier.