

Retail Market Guide NI 28

New Technical MPRN

31/08/2016

<i>Current Status:</i>	Baseline
<i>Issue Date:</i>	31/08/2016
<i>Version:</i>	3.0

Retail Market Guide NI 28 – New Technical MPRN

Table of Contents

- 1. Introduction.....3**
- 1.1 Scope3
- 1.2 History of Changes4
- 1.3 Document References.....4
- 2. Procedure Description5**
- 2.1 New Unmetered Technical MPRN - Quotation Acceptance.....5
 - 2.1.1 Process Flow Diagram5
 - 2.1.2 Process Description6
- 2.2 Completion – Technical MPRN added to Grouped MPRN8
 - 2.2.1 Process Description8

Retail Market Guide NI 28 – New Technical MPRN

1. Introduction

1.1 Scope

This document describes the Retail Market Guide for the connection of an unmetered Technical Meter Point in Northern Ireland.

This process will be followed for an application for a Technical MPRN (whether as part of a new Grouped Unmetered Connection or whether as a subsequent addition to a Grouped Unmetered arrangement).

Registrations for Meter Points that are 'Terminated (De-Commissioned)' or that are not yet 'Assigned' will be rejected.

The guide applies to all Unmetered Technical Meter Points and contains the following sub-processes:

- New Unmetered Technical MPRN - Quotation Acceptance
- Completion – Technical MPRN added to a Grouped MPRN

This guide excludes:

- New Connection for a Grouped MPRN. Refer to MP NI 27 New Grouped MPRN for details of this procedure
- Cancellations – Refer to MP NI 3 for details of this procedure

Retail Market Guide NI 28 – New Technical MPRN

1.2 History of Changes

Version	Source of Change	Description of Change
0.1	P Merkens	Initial Draft
0.91	P Merkens	Updated following NIE review and ready for SIG Workshop
0.92	P Merkens	Updated following SIG Workshop
0.93	A Ferguson	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">• Updated for DR1110/CRID163
2.1	A Ferguson	Updated to reflect MP NI 39 Glossary of Terms
3.0	NIE Networks	Updated to incorporate change of name from NIE to NIE Networks

1.3 Document References

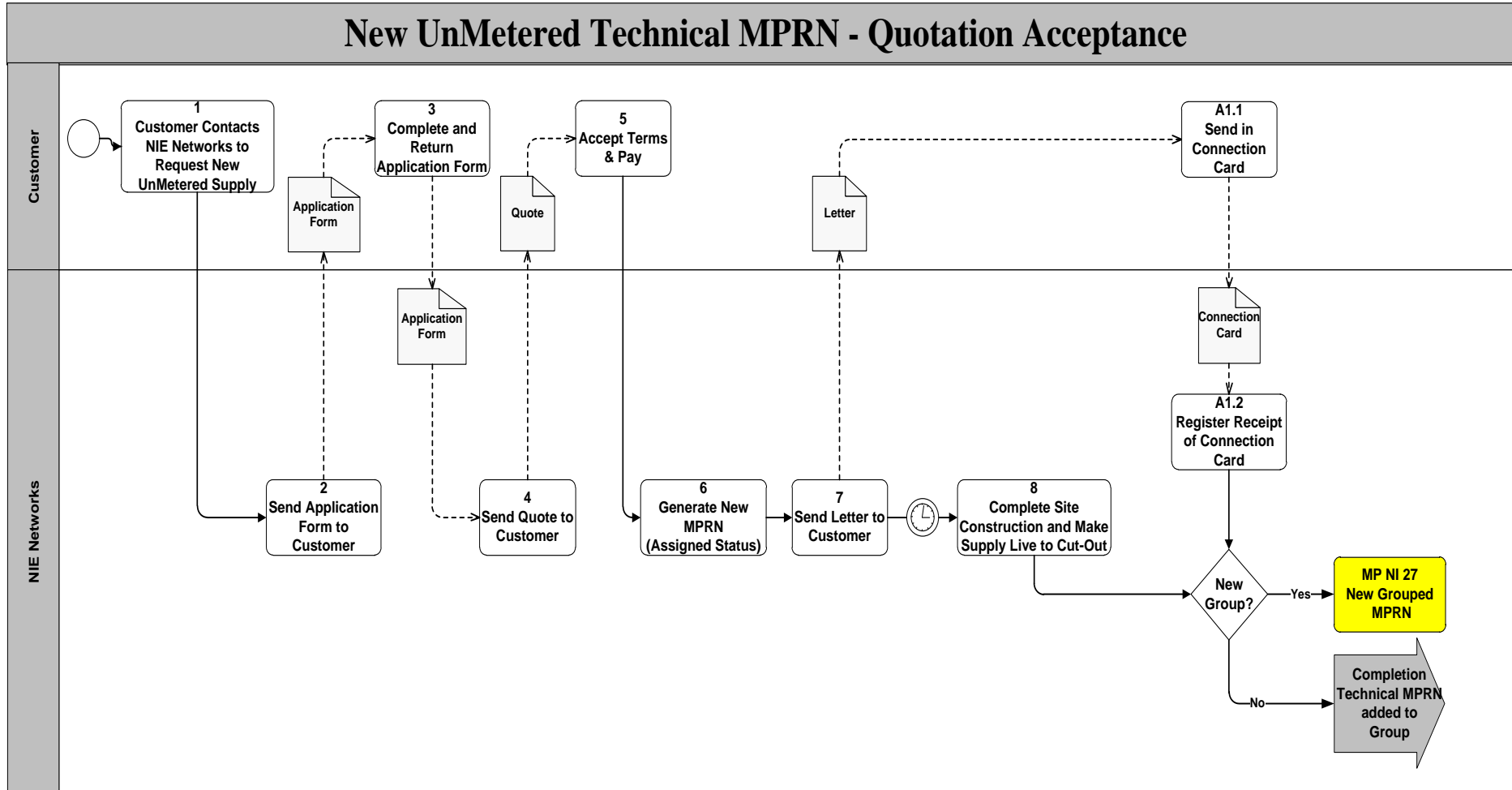
Document Reference	Document name
MP NI 3	Objections and Cancellations
MG NI 23	Supplier Data Requests
MP NI 27	New Grouped MPRN
MP NI 39	NI Market Procedures - Glossary of Terms

Retail Market Guide NI 28 – New Technical MPRN

2. Guide Description

2.1 New Unmetered Technical MPRN - Quotation Acceptance

2.1.1 Process Flow Diagram



Retail Market Guide NI 28 – New Technical MPRN

2.1.2 Process Description

Step	Role	Action	Interface
1 - 3	Customer	<p>A Customer, or their authorised agent, can contact NIE Networks directly to request an application form for a new unmetered connection, and NIE Networks will send out the form to the Customer.</p> <p>Alternatively the Customer can download the application form from the NIE Networks website.</p> <p>The Customer must complete and sign the form, and return it to NIE Networks along with any additional required documentation, e.g.</p> <ul style="list-style-type: none"> • Stamp approved full planning approval for the development (if required) • Site plan 1:500 • Site location map 1:2500 <p>The application will give the unmetered load details for the connection point. The complete list is defined in the application checklist on the application form.</p>	Application Form to NIE Networks
4	NIE Networks	<p>On receipt of a completed, signed application form and all additional documentation, NIE Networks will carry out a design for the connection and send a quotation for the work to the Customer.</p> <p>A Technical MPRN is created but will not at this stage be available to the Market Website</p> <p>The quotation letter will contain</p> <ul style="list-style-type: none"> • Their new Technical MPRN(s) • The connection voltage and the agreed MIC <p>The quotation is valid for 90 days.</p> <p>NIE Networks may need to carry out a detailed site survey before issuing the quotation. NIE Networks will make arrangements with the Customer first if this is required.</p> <p>This design process can take between two and twelve weeks.</p> <p>If the Customer changes their requirements and requests another quotation, the original Technical MPRN(s) will be Terminated and new Technical MPRN(s) generated with each new quotation.</p>	Quote to Customer

Retail Market Guide NI 28 – New Technical MPRN

Step	Role	Action	Interface
5	Customer	The Customer makes the appropriate payment to NIE Networks.	Payment to NIE Networks
6 - 7	NIE Networks	<p>On acceptance of the terms of the quotation by the Customer, and receipt of payment, NIE Networks will move the new Technical MPRN(s) to an Assigned state and details will be made available on the Market Website.</p> <p>NIE Networks will then send a letter to the Customer advising them of</p> <ul style="list-style-type: none"> • Information regarding the need to obtain a Supplier before the connection can be energised • Information on where Supplier details can be obtained • The next steps in the process 	Letter to Customer
8	NIE Networks	<p>NIE Networks will contact the Customer to agree a date for completion of the necessary site construction and to make the supply live to the cut-out at the Meter Point.</p> <p>Customer sites will not be energised until a Registration Request from a Supplier for the Meter Point has been accepted by NIE Networks.</p>	Telephone call / Email / Letter to Customer
A1.1	Customer	Where energisation is required to be completed by NIE Networks the Customer should send in a completed Connection Card for the Meter Point, signed by their electrical contractor.	Connection Card to NIE Networks
A1.2	NIE Networks	NIE Networks will record receipt of the Connection Card to allow the Meter Point to be energised by NIE Networks.	

Retail Market Guide NI 28 – New Technical MPRN

2.2 Completion – Technical MPRN added to Grouped MPRN

2.2.1 Process Description

Step	Role	Action	Interface
1	NIE Networks	Once all data is available to complete the connection, NIE Networks will complete the necessary Fieldwork.	
2	NIE Networks	NIE Networks will update the unmetered inventory and send a statement of the installed unmetered inventory to the Supplier.	700 to Supplier