



Procedure for the Allocation of Key Meter Payments Transacted Against an Incorrect Supplier Key

MAP14

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II. Quality Assurance

| Name | Role & Responsibility | Signature | Date |
|----------------------|----------------------------------|------------------|-------------|
| Custodian: | | | |
| Paul Rocke | MRA Delivery Team Manager | | 27/02/2020 |
| Reviewer(s): | | | |
| Eugene Asante | MRA Delivery Team | | 27/02/2020 |
| Kasim Hajiyani | MRA Delivery Team | | 27/02/2020 |
| Endorsed / Approved: | | | |
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1 INTRODUCTION

1.1 Background

Historically there was a problem with the allocation of Key Meter transactions in circumstances where Customers used a prepayment Key issued to them by a previous Supplier to charge their prepayment Key Meter. Where this occurred, the only course of action available to a PPMIP was to distribute that key payment to the Supplier whose identity is encoded on the Key (a "Misdirected Payment"), rather than the Supplier that was registered as at the date of the transaction.

The decisions regarding the proposed solutions under the Master Registration Agreement (MRA) for resolving this problem were subject to an appeal to Ofgem, who recommended that the industry should review the issues and develop a solution, based on the principles of the "PPMIP to PPMIP" (P2P) solution such that PPMIPs were able to route transactions correctly regardless of which Key the Customers used. Suppliers do not need to make a request for such transactions from the PPMIP.

Additionally, since the development of the original P2P solution, an independent PPMIP has become active in the market, and the industry noted that the review of Misdirected Payment (MDP) procedures should ensure that it recognised this wider participation.

Since this MRA Agreed Procedure (MAP) came into effect in June 2005, the industry has visibility of MPAS data through the Electricity Central Online Enquiry Service (ECOES). This MAP was therefore been redrafted to reflect this service.

1.2 Purpose

The purpose of this MRA Agreed Procedure (MAP) is to set out the framework for Suppliers to ensure that PPMIP(s) hold sufficient details expressly for the purpose of minimising the incidence of Misdirected Payments, so that:

- Key Meter transactions can be distributed to the Supplier registered as at the date of the transaction, irrespective of the Key used for that transaction; and
- Unallocated Transactions can be administered in accordance with Section 2.8 of this procedure.

For the avoidance of doubt, this obligation will survive where a Supplier's contractual arrangement with the Customer ends. It will also survive the termination of any contractual arrangement with a PPMIP and will begin with the commencement of any new contractual arrangements, including an indirect contractual arrangement with a PPMIP.

1.3 Scope

This procedure covers the allocation of Key Meter transactions relevant to MPANs located within Great Britain and under the governance of the MRA. However, notwithstanding this, it is recognised that there are various scenarios where this procedure will not prevent Misdirected Payments and therefore this procedure will also cover the process for reclaiming Misdirected Payments on a Supplier to Supplier basis.

Misdirected Payments arising in accordance with the following scenarios are in scope of this procedure and requires that, under such scenarios, all relevant Suppliers and PPMIPs shall co-operate to retrospectively resolve the Misdirected Payment and prevent future re-occurrences, where applicable.

- **Erroneous Transfers¹:** Rectification of an Erroneous Registration for a particular Metering Point will result in a period of registration for a Supplier in an MPAS Registration System between the (erroneous) Supply Start Date and the date that the Erroneous Registration is resolved. It is recognised that the Customer may have been issued with and made Key Meter transactions using the (erroneous) Supplier's Key during the period of Erroneous Registration. Whilst not technically a Misdirected Payment, all Key Meter transactions shall fall due to the Supplier that had a valid contract to supply electricity to that Customer during this period.
- **Objections to a Change of Supplier event:** Misdirected Payments may arise during the Objection Raising Period and associated Objection Resolution Period in circumstances where a Supplier has raised an Objection to a Change of Supplier event that is subsequently upheld.

It should be noted that this MAP does not list all exceptional situations where a Misdirected Payment is not averted due to Suppliers and/or PPMIPs acting in good faith on information available at the time of the transaction.

1.4 Status of the Procedure

This procedure corresponds to the obligations on the MRA Executive Committee (MEC), contained in MRA Clause 54, to establish the procedures to provide for PPMIP Services under the MRA.

1.5 Conditions Precedent

Whilst this procedure places obligations on a Supplier to ensure that their appointed PPMIP(s) operate in accordance with the provisions of this procedure, nothing in this procedure shall prevent a Supplier from using a third party to support part or all of these obligations.

¹ Please refer to MAP10 for further information on the Erroneous Transfer processes.

1.6 Definitions and Interpretation

MRA defined terms used within this procedure shall have the same meaning as specified in the MRA. Non-MRA defined terms and acronyms used within this procedure are detailed in Table 1:

Table 1: Defined terms used within this procedure

| Term | Acronym | Definition |
|------------------------------------|---------|---|
| Backstop Date | – | For the purposes of this procedure the Backstop Date is the date at which a Key Unallocated Transaction becomes an Unallocatable Transaction. The Backstop Date shall be 30th June 2010. This Backstop Date will roll forward annually on the 30th June by one year. i.e. on the 30th June each year the Backstop date will be exactly 3 years previously. |
| Consolidated Allocation Run Report | - | As defined in 2.8.5.2 of this MRA Agreed Procedure. |
| Customer Payment Date | – | As defined in the DTC (J0527 – The date on which a Customer transaction is made through a payment terminal). |
| Customer Reference Number | CRN | As defined within the DTC (J0389 – The customer’s own reference number). It should be noted that the full 20 character field cannot be inserted due to infrastructure constraints. |
| Key | – | Key or SmartCard used for operation of a Prepayment Meter or a Token Card used by a Customer to purchase Tokens at a Vending Outlet. |
| Key Issuer | – | As defined in Section 2.3 of this MRA Agreed Procedure. |
| ECOES | – | Electricity Central Online Enquiry Service. |
| Erroneous Transfer | ET | An Erroneous Transfer occurs where a Customer has been transferred to a Supplier without a valid contract being in place and the Application for Registration has been processed in the relevant MPAS Registration System (see MAP10). |
| Key | – | A prepayment Key used in Key Meters for the prepayment of electricity. |
| Key Infrastructure Supplier Id | - | As defined in the DTC (J1285 – A Supplier Id used by key meter PPMIPs to identify supplier’s data and money). |
| Key Issuer | | As defined in Section 2.3 of this MRA Agreed Procedure. |
| Key Meter | PPM | Meters that require prepayment of electricity via Keys, as defined in the Electricity Licences. |
| Key Meter Supplier/Customer ID | KMS | As defined in the DTC (J0582 - The unique identifying number for a key prepayment Customer and Supplier). |
| Master Registration Agreement | MRA | As defined in the electricity Distribution and Supply Licences. |
| MRA Executive Committee | MEC | The body constituted pursuant to the terms of Clause 6 within the MRA. |
| Meter Serial Number | MSN | Meter Id (Serial Number) as defined within the DTC (J0004 – The serial number which is stamped onto the meter nameplate at manufacture, which is used as the main identifier of a Meter). |

| Term | Acronym | Definition |
|--|---------|---|
| Meter Type | – | As defined within the DTC (J0483 – Indicates the type of meter, Half Hourly or Non-Half Hourly). |
| Metering Point Administration Number | MPAN | The Supply Number core data as defined in the MRA. |
| Metering Point Administration Service | MPAS | As defined in the MRA. |
| Misdirected Payments | MDP | A Key Meter Transaction that is allocated to the Supplier identified via the data returned from ECOES where subsequently this proves not to be the correct Supplier |
| Network Service Provider | NSP | An organisation providing a network facilitating prepayment services; examples include: Pay Zone, PayPoint and the Post Office Limited. |
| | PAN | |
| Prepayment Meter Infrastructure Provider | PPMIP | As defined in the MRA. |
| Redirected Transaction | – | A transaction that is forwarded to a Supplier where another Supplier's Key has been used. |
| Supply Services Area | – | As defined in the Electricity Supply Licence, Condition 1.3 |
| Transaction Reference | – | Includes, amongst other things, Key Meter Supplier/Customer ID (J0582) as appropriate to the Meter Type (J0483). |
| Unallocatable Transaction | – | An Unallocated Transaction which meets the criteria set out in this MAP. |
| Unallocated Transaction | – | A transaction where the Supplier cannot be identified. |
| Vending Outlet | – | A retail outlet providing point of sale services for prepayment Keys. |

In this procedure the terms “may”, “shall” and “should” are to be interpreted as follows:

- may, optional on the requirement to comply;
- shall, mandatory on the requirement to comply; and
- should, mandatory on the requirement to comply.

2 THE PROCEDURE

2.1 PPMIP services for a Metering Point

A Supplier shall contract with a PPMIP to provide Key prepayment meter infrastructure services for a Metering Point to which it is registered.

. This will be prior to a Supplier requesting a Key Meter Supplier ID and the information provided will include the PPMIP identity and contact details. It will also retain historic information so Suppliers will have correct information at all dates. Where a change is made, this will be communicated to Suppliers. This information will be available via the the Electricity Prepayment Metering Forum (PPMF).

Furthermore, Suppliers shall use this information to ensure that its appointed PPMIP is provided with the necessary information to enable it to allocate Key Meter transactions, with the correct Supplier data.

This MAP does not consider the method used by a Supplier to appoint and de-appoint the PPMIP. Current market practice is that this is managed in accordance with the provisions of the contract/service agreement between these parties, and a change to the current practice was not considered appropriate at the time of introducing this MAP or where subsequent reviews have been applied.

2.2 Data Exchange Requirements

This MAP anticipates that data transfer between a Supplier and PPMIP shall be in accordance with the Data Transfer Catalogue, as the common industry standard for the format and data required, unless agreed otherwise by the Supplier and PPMIP.

2.3 Key Issue

Following its registration in MPAS, the Supplier shall arrange for the Customer to be issued with a prepayment Key. In practice, it may be the Supplier, PPMIP, Meter Operator or another agent that issues the Key to the Customer (the “Key Issuer”). Similarly, a Supplier shall arrange or a Customer to be issued with a Key where a Change of Tenancy or Change of Meter occurs.

In circumstances where it's appointed PPMIP is not the Key Issuer, the Supplier shall ensure that it's appointed PPMIP is promptly informed of all relevant data to enable it to process transactions as detailed in this procedure. Currently, where Suppliers issue their own Keys, they shall send a D0190 - Issue Customer Key with the J0590 Data Item set to UPD to inform their appointed PPMIP of the relevant data rather than instruct Key issue.

2.4 Transaction Processing

A Transaction Reference is specific to a Customer's account and Supplier, such that all Key Meter transactions can be allocated to that Supplier by Customer account. However, where the Customer has not used the correct Supplier Key, the Transaction Reference will refer to an incorrect Supplier. There are numerous reasons why a Customer may use an incorrect Key and this MAP cannot anticipate all scenarios. It is anticipated that Suppliers and PPMIPs will continue to review the various scenarios at an appropriate industry forum.

Notwithstanding this, Suppliers shall ensure that their appointed PPMIP(s) provides an enduring service to distribute Key Meter Transactions to the Supplier registered as at the Customer Payment Date, regardless of the Key used for the transaction.

Prior to the implementation of this MAP, where PPMIPs routed Key Meter transactions to the Supplier identified on the Customer's Key, Suppliers shall work with current and previously appointed PPMIPs to resolve outstanding retrospective MDPs.

Where the PPMIP changes any transaction data from that originally supplied by the National Service Provider, the PPMIP must keep a record and audit trail of these changes and ensure Suppliers can obtain this information.

| | |
|-----|--|
| | |
| Key | Key Meter Supplier/Customer ID (J0582) |

2.5 PPMIP Database

To facilitate transaction processing in accordance with this agreement, the Supplier shall advise their appointed PPMIP of certain data items (and changes to those data items); recommended data requirements are listed below. Whilst a method of data storage is not mandated by this procedure, it is assumed that the PPMIP will manage the data within a database, referred to hereafter as the “PPMIP Database”.

Data requirements to populate the PPMIP database:

MPAN Core

Meter Id (Serial Number)

Supplier ID

Effective From Settlement Date (REGI)

Transaction Reference (Key Meter Supplier/Customer ID)

| Recommended Data Requirements* | | | |
|--------------------------------|-----|--|--|
| | Key | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

For each transaction received, the Supplier shall ensure that the PPMIP:

- Identify the Supplier registered to that MSN on the Customer Payment Date (see Section 2.6) using the data returned from ECOES
- Distributes the associated Key Meter Transactions, funds and data to that Supplier.

There are a number of reasons why it may not be possible to provide a correct Transaction Reference. In this situation, Suppliers should not rely solely on this reference number when determining a Customer related to a PPMIP transaction.

For the avoidance of doubt, the PPMIP shall distribute Key Meter transactions to a Supplier in accordance with timescales set out in the contract between them. Where there is no contractual arrangement, all actions will be taken as if a contract existed, that is, the PPMIP shall use its reasonable endeavours to distribute Key Meter transactions from the date of that transaction.

2.6 Transaction Processing in ECOES

| Technology | Identifier |
|------------|------------|
| | |

If a PPMIP is unable to interpret the Meter Serial Number, the transaction should not be sent to ECOES and should be considered unallocated. In all other cases the PPMIP's should send details of Meter Serial Number, along with Customer Payment Date, to ECOES for checking using the file format detailed within Appendix 6.

ECOES will return information about t where the MSN is registered, using the file format detailed within Appendix 6. PPMIPs should use information returned by ECOES as detailed in Appendix 2.

2.7 ECOES Meter Serial Number Formats

ECOES metering information is provided by MOps (as laid down by Distribution Businesses) via their D0312 update to MPAS. MPAS updates ECOES via a batch update overnight. This format differs from Meter Serial Number format provided on NSP transactions, which are of the form LYYP012345.

The format which should be used by Meter Operators when sending Key meter information to MPAS on the D0312 and therefore held by ECOES is of the format shown below:

Where the Meter Type is Key:

LYYP12345 where

L indicates the manufacturer

YY indicates the year of manufacture

P is the purchaser

12345 is a numeric serial number, nd is last five digits from NSP transaction.

There are two exceptions to this rule:

1. Where the purchaser code is B, then the transaction Meter Serial Number should be translated into the format LYY12345. The purchaser code must be removed.
2. Where the purchaser code is A, then the transaction Meter Serial Number should be translated into the format LYYP 12345. A blank character must follow the purchaser code.

PPMIPs should translate the Meter Serial Numbers on the NSP transactions to the format described above to ensure that ECOES can match data based on Meter Serial Number. This format should also be used when sending transactions to Suppliers.

2.8 Unallocated

2.8.1 Unallocated Transactions

It is recognised that circumstances may arise where it is not possible to allocate a Key Meter transaction received by the PPMIP to the correct Supplier, such Key Meter transactions shall be referred to as “Unallocated Transactions”. Examples are:

- a) – ECOES does not hold any data relating to MPAN/MSN that is relevant to PPMIP operations.
- b) – ECOES provides multiple data which has no consistency and does not allow a PPMIP to determine which Supplier should receive that transaction.

PPMIPs must ensure that all Unallocated Transactions are represented to ECOES, at minimum on a weekly basis, as per section 2.6.

2.8.2 Unallocated Transaction reporting

A PPMIP is required to produce a report of Unallocated Transactions, details of the Unallocated Transaction Report are contained in Appendix 3. A Supplier, on receipt of the Unallocated Transaction Report, should check to see if any of the transactions might belong to them. When a Supplier identifies such transactions, they should engage with their appointed MOP to have ECOES updated to reflect the correct MSN including install/supply dates.

Subject to 2.8.3 below, Suppliers should use reasonable endeavours to initiate action to resolve entries on the Unallocated report within 20 Working Days.

2.8.3 ECOES Multiple Supplier Reporting

Where a transaction is unallocated due to Section 2.8.1 point (b) a separate daily report (the ECOES Multiple Supplier Report) in the format detailed in Appendix 9 will be sent from PPMIPs to Suppliers as per the format detailed in section 6.1.14. The process and timescales for Suppliers to deal with data related to them on this report is also detailed in section 6.1.14. This report will be used by Suppliers to resolve this inconsistency as this is the only method for a PPMIP to be able to release those transactions. It is recognised that in resolving this inconsistency misdirected payments could be created.

2.8.4 Unallocatable Transactions

The process outlined in section 2.7. has been introduced as part of the extensive work conducted by the Prepayment Allocation Process Expert Group (PAPEG). PAPEG was formed by MEC specifically to investigate the root causes for Unallocated Transactions.

PAPEG identified that some transactions will be permanently unallocated due to a range of historic events. These Unallocated Transactions are captured in this process which distribute the monies in a fair and equitable way.

An Unallocatable Transaction is an Unallocated Transaction with a Customer Payment Date prior to the latest Backstop Date.

2.8.5 Distributing Unallocatable Transactions

Processes within this section 2.8.5 will only be followed by parties once they have been initiated by MEC. MEC will decide whether an allocation run is required and shall request the MRA Secretariat to notify parties at least 10 Working Days prior to process initiation. This notification shall include details of all significant dates in process, especially with respect to provision of data from one party to another as required within this process. All Unallocatable Transactions held by each PPMIP are to be distributed to Suppliers in a proportion determined according to the Suppliers’ market share (defined below).

2.8.5.1 Determining Market Share

The MRA Secretariat will take a daily MPAN count from all GSP Groups and aggregate these to form a single value for market share for each Supplier for the period of allocation. For example, the first market share will be from 1st January 2007 to the Backstop Date (i.e. 30th June 2009), the second market share will be based on figures from the day after the old Backstop Date (30th June 2009) to the new Backstop Date (30th June 2010). The aggregation process will factor in only Suppliers that are still trading as of the date the market share is calculated and that Supplier has been assigned a Key Infrastructure Supplier Id which was effective prior to the Backstop Date and has an appointed PPMIP.

The market share will be an aggregated daily market share.

2.8.5.2 Determining Monetary Values

PPMIPs will provide the MRA Secretariat with details of transactions to be used to determine monetary values using one of the options specified in section 2.7.6.4. The MRA Secretariat will not use any data for a PPMIP previously provided to it unless that option is utilised by the PPMIP as is allowed under section 2.7.6.4.

On receipt of PPMIP data the MRA Secretariat will check that it has received data from every PPMIP for the period of the market share and determine total value of transactions for each PPMIP. The value of the Unallocatable Transactions will be divided, to the nearest penny, amongst Suppliers with an appointed PPMIP in the proportion indicated by the market share analysis provided by the MRA Secretariat.

Identification of the Unallocatable Transactions and the calculations to determine monetary values owed to each Supplier will be performed by the MRA Secretariat. The output will be known as the Consolidated Allocation Run Report. Where Suppliers are identified but do not have an appointed PPMIP then the MRA Secretariat shall recalculate and share any monies as if the Suppliers identified did not have a market share.

2.8.5.3 Releasing the funds

Each PPMIP will be informed by the MRA Secretariat of the Unallocatable Transactions and the percentage market shares resulting from the Consolidated Allocation Run Report. This will include provision of zero values if that is determined under section 2.8.5.2.

Each Supplier will be informed by the MRA Secretariat of the cash value they should expect to receive from each PPMIP.

A PPMIP will be given 5 Working Days to query results of Consolidation Allocation Run Report with the MRA Secretariat. For the avoidance of doubt this 5 Working Days period will not extend their timelines to distribute monies. If any query results in changes to values a PPMIP is to distribute and/or each Supplier's cash to be expected, then notice of such changes will be provided to both PPMIPs and Suppliers.

The PPMIPs will then distribute monies within 30 Working Days of official notification from the MRA Secretariat to individual Suppliers in the indicated values per Supplier MPID from the MRA Secretariat.

Once an Unallocatable Transaction has been released by this process it will be treated the same as an allocated transaction and is not subject to MDP claims.

2.8.5.4 PPMIPs' duties

In order to distribute Unallocatable Transactions a PPMIP must:

- Provide Unallocated Transaction Reports to the MRA Secretariat within 10 Working days using one of the following options;
 - a) a full report Unallocated Transaction Report (UTR) as detailed in Appendix 3 of this MAP; or
 - b) a report of transactions up to and including relevant Backstop Date only, provided using format of a UTR report detailed in Appendix 3 of this MAP; or
 - c) notify the MRA Secretariat of the date of a previously provided UTR report that has been sent to the MRA Secretariat as detailed in Appendix 3 of this MAP that shall be used;
- Allocate monies within the timescales, as set out in section 2.8.5.3;
- Allocate monies in accordance with the proportions set by the MRA Secretariat;
- Maintain audit records of the above activities;
- Maintain confidentiality around the advised allocation percentages and / or cash amounts; -
- Not be expected to provide D0188 (Key Transaction Details) for those transactions deemed as Unallocatable Transactions; and
- Inform the MRA Secretariat when the monies have been allocated.

2.8.5.5 Suppliers' duties

In order for a Supplier to receive its share of Unallocatable Transactions a Supplier must:

- Ensure that the contractual relationship with the associated PPMIP obliges them to perform the duties set out here-in; and
- Avoid attempting to claim transactions once formally advised by MEC.

Once received, Suppliers can redistribute the monies, as they see fit.

2.8.5.6 Costs

The following costs are to be borne by Suppliers according to a method to be decided by MEC:

The ECOES Service Provider for the preparation of market share data an external auditor, to be appointed at the discretion of MEC, as per section 2.8.5.7.

2.8.5.7 External Audit

Subject to MEC decision, an independent assessment of this working procedure by an external auditor might be required to validate the calculations associated with the distribution of unallocated transactions.

If an audit is required, it could include the following steps and must be run in parallel with activities carried out by MRA Secretariat, PPMIPs and Suppliers with regard to sections 2.8.5.1 to 2.8.5.6 of this MAP:

- Validating the Market Share Report
- Validating Unallocated Transaction Reports
- Verifying the accuracy of the reported output in the Consolidated Allocation Run Report
- Verifying that for each Supplier a Notification has been sent to the relevant MRA Contract Manager advising of the total aggregated amount they are to receive; and

Verifying that for each Supplier the amount notified in the Notification has the correct amount as calculated in line with the aforementioned process.

3 APPENDIX 1 – PPMIP DATABASES

3.1 Introduction

This Appendix describes the processes and operational procedures for Suppliers to update PPMIP databases.

3.2 Scope & Objectives

The scope of this Appendix to the MAP14 procedure is limited to the following objectives:

- Provide definition of updating the PPMIP Database;
- Detailing Key Meter Transactions processing; and
- Use of relevant DTC Data Flows.

3.3 Supplier Updates to maintain the PPMIP Databases

Suppliers must provide information to their appointed PPMIPs to allow them to maintain their PPMIP Databases. This is achieved when Suppliers send a DTC Flow (D0190) requesting its appointed PPMIP to create a new prepayment Key. Where the appointed PPMIP is not the key issuer the Supplier shall update its appointed PPMIP withby sending a D0190 Data Flow with the J0590 Data item set to UPD.

| Technology | DTC Dataflow | Description |
|------------|--------------|-------------|
| | | |
| | | |
| | | |

Table 2 - Events requiring Key issue dataflows

| Event | Description |
|--------------------|---|
| Change of Supplier | Where a Supplier becomes the registered Supplier at a MPAN where a Prepayment meter is installed. |
| Change of Tenancy | Situations where a new tenant takes legal responsibility for paying for electricity at a MPAN |
| Change of Meter | Prepayment to Prepayment exchange – no change of technology type Credit to Prepayment exchange. New connections where a prepayment meter is the first meter to be installed |

The Supplier should make all possible efforts to inform its PPMIP within 5 Working Days of being made aware of any of the above events taking place at, or being about to take place at, its registered MPANs.

Sending dataflows promptly will minimise the incidence of incorrect Transaction Reference Numbers being applied.

Late arriving dataflows that are sent by a Supplier with retrospective ‘event’ dates will not be used by the PPMIP to retrospectively reallocate vending transactions that have already been routed to Suppliers. Such transactions that have already been routed to Suppliers will be subject to the Misdirected Payments process.

For the purpose of issuing physicalKeys, a Supplier may use a PPMIP, a commercial Key Issuer or an in-house Key-issuing department. When a physical Prepayment Key requires issuing, the Supplier will ensure that an appropriately formatted Key issue dataflow is sent to its Key Issuer. The Key Issuer will then act upon the data received, sending out a Prepayment Key on the Suppliers’ behalf.

3.4 Flow Rejection Processing

Where dataflows received by the PPMIP are found to contain errors, the procedure to follow for notifying the sending Supplier is as detailed in Annex C of the Data Transfer Catalogue.

Specific contact points for dealing with these rejections must be provided by Suppliers and this information is available on the [MRASCo](#) website.

Specific contact points for dealing with these rejections must be provided by Suppliers and this information is available on

3.5 The Use of DTC Flows

The DTC indicates that certain data items are Optional on Key issue data flows. Where this is the case, the data item **MUST** be populated where it is available. Such data items are only defined as optional so that the dataflow can still be issued if that optional data item is not available.

For clarity, Suppliers must populate Optional data items on Key issue dataflows where they hold the information. Suppliers must populate Effective from Settlement Date {REGI}(J0049) as defined within Section 3.6.4.

3.6 Key Issue Dataflow population for MAP14

The following rules are to be used by the Supplier when populating specific data items on the Supplier generated Key issue data flows.

D0190 - Issue Customer Key

| Data Item | J item | Value | PPMIP actions |
|-------------|--------|------------------|---|
| Reason Code | J0590 | COS | Issue a Customer Key if PPMIP contracted to issue Key, and Update Database |
| | | COT | Issue a Customer Key if PPMIP contracted to issue Key, and Update Database |
| | | COM | Issue a Customer Key if PPMIP contracted to issue Key, and Update Database |
| | | ROK ⁵ | Issue a Customer Key |
| | | UPD | Update Database |

Population of Effective from Settlement Date {REGI} (J0049)

MAP14 requires that the Effective from Settlement Date {REGI} (J0049) data item **must** be populated with the event date relating to the reason why the dataflow was sent as per the Reason Code (J0590) data item:

| Data Item | J item | J0590 value on dataflow | Population | Notes |
|---------------------------------------|--------|-------------------------|---|---|
| Effective from Settlement Date {REGI} | J0049 | COS | Supply Start Date (SSD) | Effective From Settlement Date {REGI} (J0049) as received on the D0217 dataflow. |
| | | COT | Change of Tenancy date | Date that a Supplier has recorded as first date that a new tenant took legal responsibility for a property. |
| | | COM | Meter Exchange date | Date of Meter Installation (J0848) as received on D0193 or D0150 dataflow. |
| | | UPD | Relevant Supply Start Date (SSD) or Change of Tenancy date or Meter Exchange date | Populated with the relevant event date for which the "Update" dataflow is being sent. |

3.7 Related MPANs

Where there are related MPANs, the Supplier will send a Dataflow for each MPAN to the PPMIP, only one of which can be for the purpose of issuing a prepayment Key.

⁵ The ROK reason code is only used to request that a PPMIP (or commercial Key issuer) physically creates a prepayment Key. There is no requirement in MAP14 to send D0190's with Reason Code = 'ROK' to PPMIPs that are not issuing the Key.

3.8 Erroneous Transfers (ETs)

ETs must be resolved under MAP10. Once the Supplier has re-gained the Customer they should issue the relevant Dataflows.

3.9 Processing Corrupt Transaction Data received from NSP

If the PPMIP receives a transaction from an NSP that holds a corrupted Customer Payment Date, the PPMIP must update the transaction date as follows:

| Corruption type | Action |
|--|--------------------------|
| Date of transaction is in the future | Default to date received |
| Date of transaction is more than 12 months in the past | |

4 APPENDIX 2 – ECOES INFORMATION SCENARIOS

This Appendix describes different scenarios relating to information sent and received from ECOES, and how PPMIPs should proceed in these scenarios. For the avoidance of doubt, data returned from ECOES should not be used to update information in a PPMIP Database.

4.1 Scenario 2 – Information sent to and received from ECOES.

Only the MSN and Customer Payment Date from the transaction data shall be sent to ECOES.

Scenario A

The information returned from ECOES shows that the MSN was registered on the Customer Payment Date to a single MPAN.

The transaction is forwarded to the Supplier ID returned by ECOES with the Transaction Reference completed with the MPAN. This is classified as a Redirected Transaction.

Scenario B

The information returned from ECOES shows that the MSN was registered on the Customer Payment Date to more than one MPAN.

- a) If multiple MPANs are returned from ECOES and Supplier IDs for all MPANs are the same then the transaction is routed to that Supplier with the Transaction Reference completed with one of the MPANs. This is classified as a Redirected Transaction.
- b) If multiple MPANs are returned from ECOES but the Supplier IDs at these MPANs are different, then the PPMIP should report this to the Suppliers identified. In this case transaction becomes Unallocated whilst the Suppliers resolve this issue.

Scenario 2C

ECOES does not recognise the MSN.

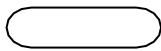
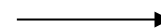
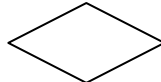
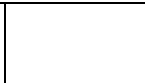
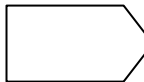
The transaction becomes Unallocated.

4.2 Transaction Processing Workflows

In order to assist PPMIPs and Suppliers, a workflow diagram showing the various results from the scenarios in section 1.15.1, 5.2, are included within this Appendix..

Diagram Object Definitions

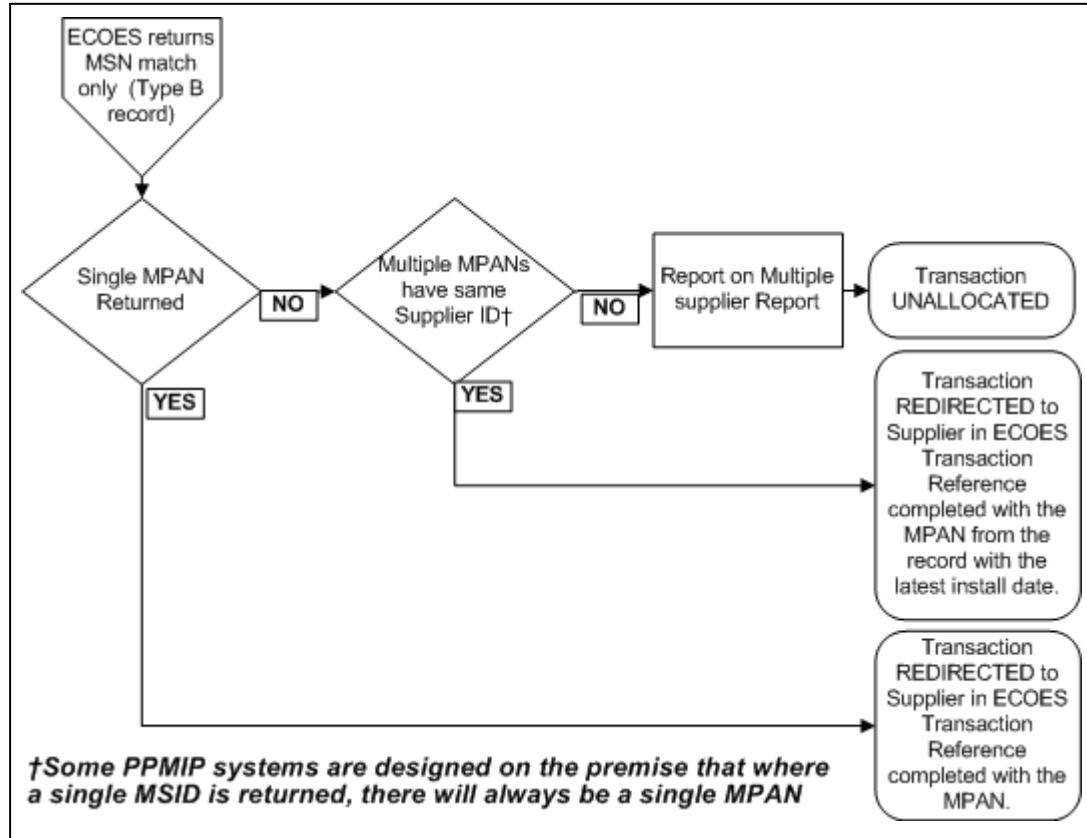
The following objects are used in the diagrams.

| | | |
|--------------------------------|---|--|
| Terminator |  | The first or last event in a procedure or workflow |
| Mandatory Flow |  | An unconditional flow of control between two procedures, an event and a procedure, or a procedure and a result; |
| Decision |  | An event in a procedure or workflow which may have multiple outcomes, depending on an internal condition in the procedure. |
| Process |  | An event in a procedure or workflow which has an input and an output |
| Off – Diagram Connector |  | A connection to or from a procedure which is represented in a separate diagram |

4.3 MSN Records Returned

The allocation of transactions, where Type B records are returned are detailed in Figure 1.

Figure 1 – Workflow where only MSN record returned



5 APPENDIX 3 – TRANSACTION REPORTING

5.1 Unallocated Transaction Reporting

Summary

An Unallocated Report should be produced by the PPMIP where it is not possible to allocate PPM Transactions received by the PPMIP to the correct Supplier. Where a transaction becomes unallocated due to ECOES providing multiple Supplier IDs a bespoke report should be produced to be sent to each Supplier. The format of this report is provided below.

5.1.1

Unallocated Report Format

File Exchange

| | |
|---------------------|-------------------------|
| Format | PIPE Delimited |
| Transmission method | Email |
| Field size | As per definition below |

Data Items for Unallocated Report

| Header | | | |
|------------------|---|-------------------|----------|
| Data Item Name | Data Item Number or Definition | Format | Example |
| Record Type | Record Type Value = H | Char (1) | H |
| Sending PPMIP ID | Market Participant ID (J0002) | Char (4) | SOUT |
| Meter Type | Subset of Meter Type (J0483) valid set value K = Key | Char (1) | K |
| Date Issued | Date Issued | Date (8) YYYYMMDD | 20050202 |

This example record would be reported as follows: H|SOUT|K|20050202|

This example record would be reported as follows:

D|02030008801287027000|20.00|20050929|S99C12/

745

Trailer

| Trailer | | | |
|----------------|--------------------------------|--------|---------|
| Data Item Name | Data Item Number or Definition | Format | Example |

⁸ It is noted that the value contained in this data item may be corrupt, as it may have been obtained from a corrupted or incorrectly encoded Key.

| | | | |
|--------------|--------------------------|----------|-----|
| Record Type | Record Type Value = T | Char (1) | T |
| Record Count | Number of detail records | Num | 286 |

This example record would be reported as follows:

T|286|

5.1.2 Unallocated Report Parameters

The following parameters have been defined. These are subject to agreement by MDB and are under formal change control.

| Parameter Name | Parameter Description | Value |
|-------------------|--|------------------|
| Transaction delay | Minimum number of days after receipt of an unallocated vending transaction, before it appears on the Unallocated Report. | 14 calendar days |
| Report frequency | Report production frequency. | 7 calendar days |

5.1.1.3 ECOES Multiple Supplier Report

Each relevant M record in a MAP14 file from ECOES that gives rise to multiple Supplier IDs in record B should be included in this report. Records included in this report should be taken directly from MAP14 file from ECOES and contain the M record and all A and/or B records related to that M record. The report should be filtered to show only those records which the receiving Supplier is responsible for the B record and output as a text file. A PPMIP is required to produce daily MSR, to be sent by the next Working Day, and send these by email to the relevant Suppliers by MPID where instances of multiple Suppliers have been identified.

Suppliers shall ensure that they keep their contact information in respect of the recipient email details for the MSR up to date.

Suppliers should determine if they are impacted by any of these issues and discuss resolution with other Supplier(s) detailed in that M record, using process described below.

An example of this report would be as follows:

```
M|1000000000003|M01Z00001|20080630|1|NSP ID|Vend Site ID|
A|BGAS|20051226|M02P234567|T|20061212|1|
B|1000000000007|SOUT|20030425|K|20040212|1|
B|1000000000008|SEEB|20070904|K|20070519|1|
M||M01Z00002|20080629|1|NSP ID|Vend Site ID|
B|1000000000009|NEEB|20070812|K|20080525|1|
B|1000000000010|YELG|20060115|K|20071111|1|
```

In this example the impacted Suppliers are SOUT, SEEB, NEEB and YELG.

Initial Checks

The following are the initial checks that any Supplier having an entry on the Multiple Supplier Report may be expected to carry out in order to determine next steps.

1. Check internal systems to confirm presence of MSN as quoted on the report i.e. check that D0150, D0010, D0190 or D0188 (if previously received) hold the same MSN.
2. Check that the reading received via D0010 and data on D0188 are aligned.
3. Check systems for communication with customer and/or Agents confirming MSN and any associated information which would confirm meter information.
4. Check MSN on ECOES to verify any detail available, noting that:
 - a. ECOES may have been updated since the report was produced;

- b. Duplicate MSNs may exist and their recurrence in the MSR shall not infer that the Supplier shall be responsible for resolving valid duplicates;
- c. The MSN may be related to multiple MPANS with differing effective from dates; and
- d. MPANs may have more than one MSN associated to them with overlapping installation period, due to data quality issues.

Suppliers shall investigate the data in this report and resolve as many outstanding issues as practicable. Below, is a set of stages which Suppliers shall adhere to, including timings, for 'working' the MSR: These stages are presented for only 2 Suppliers named on the B records. For instances where there are more than two Suppliers in the B records Stages 2 and 3 should be repeated through the subsequent Suppliers until resolved or the last Supplier in the sequence believes they are not responsible.

| | |
|---------|---|
| Stage 1 | On receipt of report Supplier identifies any M record data entries where a B record denotes them as a relevant Supplier. If they are the Supplier associated with the most recent "Date of Meter Installation" on the B record (the second date field on this record), then they take the lead in investigation. Henceforth they are known as "First Supplier" and any other Supplier(s) will be a "Second Supplier". Generally there will only be two B records and, therefore two Suppliers are reported but instances of three B records have been seen and in such cases there would be two Second Suppliers. |
| Stage 2 | The First Supplier will then have 15 Working Days to undertake the initial investigation – e.g. establish the First Supplier is responsible and will progress the resolution of the issue or that the responsibility is being passed to the Second Supplier(s). The First Supplier shall notify the Second Supplier where the first Supplier believes it is not responsible. The communication should be a single instance of a pipe delimited file of the same format as the MSR and should be sent on the 15th Working Day to avoid multiple single communications being sent for one MSR. |
| Stage 3 | If the First Supplier to resolve - that Supplier should use reasonable endeavours to complete resolution within 15 Working Days. Where it is not possible to do so e.g. for reasons of complexity, the First Supplier should continue to work towards resolving the issue. |
| | If passed to the Second Supplier for resolution - that Supplier should undertake their investigation to establish if they are responsible. The Second Supplier will have 15 Working Days to complete that investigation. Where it is not possible to do so e.g. for reasons of complexity, the Second Supplier should continue to work towards resolving the issue. |
| Stage 4 | If the outcome of the Second Supplier's initial investigation at Stage 3 is that they are responsible, that Supplier should use reasonable endeavours to complete resolution within 15 Working Days. Where it is not possible to do so e.g. for reasons of complexity, the Second Supplier should continue to work towards resolving the issue. |
| | If the outcome of the Second Supplier's initial investigation at Stage 3 is that they are not responsible, the Second Supplier should contact the First Supplier using the dedicated MSR contact details for that Supplier, in order to progress the matter by agreed means. It would be expected that this contact would be by telephone in the first instance and the purpose of the contact is to open the communications between the Suppliers in order to discuss their respective findings with the aim of agreeing a way forward to resolve the issue. |

5.1.1.4 Transaction Routing Flag

The Transaction Routing Flag (TRF) is used by Suppliers to declare no responsibility for a Prepayment transaction. Suppliers will be able to log in to ECOES using a special log in, search for MSNs and declare no responsibility. This flag and how it operates can be found in MAP15 – ECOES.

5.2 Redirected Transaction Reporting

5.2.1 Summary

Redirected Transaction reports are based on all transactions a PPMIP has processed within the last calendar day. The report should detail each transaction that has been classified as redirected during transaction processing (See Appendix 2). Each PPMIP should provide each Supplier impacted with a copy of the reports below the following Working Day.

5.2.2 Redirected To Transaction Report Format

PPMIPs should send this report to the Supplier indicated by Key Meter Supplier/Customer id.

File Exchange

| | |
|---------------------|---------------------|
| Format | PIPE Delimited |
| Transmission method | Via Email |
| Frequency | Every Working Day |
| Field size | Variable DTC format |

Data Items for Redirected To Transaction Report

| Header | | |
|----------------|--------------------------------|----------|
| Data Item Name | Data Item Number or Definition | Example |
| Record Type | Record Type Value = H | H |
| Sender ID | PPMIP ID | SWEB |
| Report Type | R = Redirected To | R |
| Date Issued | YYYYMMDD | 20051009 |

This example record would be reported as follows:

H|SWEB|R|20051009|

| Record Detail | | |
|---|--------------------------------|----------------------|
| Data Item Name | Data Item Number or Definition | Example |
| Record Type | Record Type Value = D | D |
| MPAN Core – J0003 | Valid set as per DTC | 2616239554896 |
| Meter Type | K = Key | K |
| Meter Id (Serial Number) (Optional) | J0004 | S99C12745 |
| Original Key Meter Supplier/Customer ID | J0582 | 03036789801287027000 |
| New Key Meter Supplier/Customer ID | J0582 | 02030008801287027000 |

| | | |
|-------------------------|-------|----------|
| Customer Payment Amount | J0526 | 20.00 |
| Customer Payment Date | J0527 | 20050929 |

This example (Key) record would be reported as follows:

D|2616239554896|K|S99C12745|03036789801287027000|02030008801287027000|20.00|20050929|

| Trailer | | |
|----------------|------------------------------------|---------|
| Data Item Name | Data Item Number or Definition | Example |
| Record Type | Record Type Value = T | T |
| Record Count | Numeric (number of detail records) | 286 |

This example record would be reported as

follows: T|286|

5.2.3 Redirected Away Transaction Report Format

PPMIPs should send this report to Supplier indicated by original Key Meter Supplier/Customer ID.

File Exchange

| | |
|---------------------|---------------------|
| Format | PIPE Delimited |
| Transmission method | Via Email |
| Frequency | Every Working Day |
| Field size | Variable DTC format |

Data Items for Redirected Away Transaction Report

| Header | | |
|----------------|--------------------------------|----------|
| Data Item Name | Data Item Number or Definition | Example |
| Record Type | Record Type Value = H | H |
| Sender ID | PPMIP ID | SWEB |
| Report Type | A = Redirected Away | A |
| Date Issued | YYYYMMDD | 20051009 |

This example record would be reported as

follows: H|SWEB|A|20051009|

| Record Detail | | |
|---|--------------------------------|----------------------|
| Data Item Name | Data Item Number or Definition | Example |
| Record Type | Record Type Value = D | D |
| MPAN Core – J0003 | Valid set as per DTC | 2616239554896 |
| Meter Type | K = Key | K |
| Meter Id (Serial Number) (Optional) | J0004 | S99C12745 |
| New PAN, or New Customer Descriptor, or New Key Meter Supplier/Customer ID | J0582 | 02030008801287027000 |
| Original PAN, or Original Customer Descriptor, or Original Key Meter Supplier/Customer ID | J0582 | 03036789801287027000 |
| Customer Payment Amount | J0526 | 20.00 |
| Customer Payment Date | J0527 | 20050929 |

This example record would be reported as follows:

D|2616239554896|K|S99C12745|02030008801287027000|03036789801287027000|20.00|20050929|

| Trailer | | |
|----------------|------------------------------------|---------|
| Data Item Name | Data Item Number or Definition | Example |
| Record Type | Record Type Value = T | T |
| Record Count | Numeric (number of detail records) | 286 |

This example record would be reported as

T|286|

5.3 Agreed Reporting and Data Transfer to Support MAP14 Processing

For clarity, the following data transfer mediums will be used:

| Data | Medium to be used for transfer |
|--------------------------------|--------------------------------|
| DTC DataflowsD0190 | Data Transfer Network |
| Unallocated Transaction Report | Email |
| Redirected Transaction Reports | Email |

Suppliers must ensure that any contact detail changes relating to email recipients of these reports are notified to MRASCo so that this information can be provided as an update to all PPMIPs, via the MRASCo website contacts Data base.

5.4 Routing Method Reporting

Summary

Routing Method Reports will detail all transactions a PPMIP has sent to a Supplier based on ECOES. Each PPMIP should provide each Supplier impacted with weekly reports in the below format:

File Exchange

| | |
|------------|---------------------|
| Format | PIPE Delimited |
| Frequency | Weekly |
| Field size | Variable DTC format |

Data Items for Routing Method Report

| Header | | |
|----------------|--------------------------------|----------|
| Data Item Name | Data Item Number or Definition | Example |
| Record Type | Header = H | H |
| Sender ID | PPMIP ID | SWEB |
| Report Type | RM = Routing Method | RM |
| Date Issued | YYYYMMDD | 20150413 |

This example would be reported as follows: H|SWEB|RM|20150413|

| Record Detail | | |
|--------------------------|--------------------------------|---------------|
| Data Item Name | Data Item Number or Definition | Example |
| Record Type | Record Detail = D | D |
| MPAN Core – J0003 | Valid set as per DTC | 2616239554000 |
| Meter Id (Serial Number) | J0004 | S99C26193 |
| Customer Payment Amount | J0526 | 15.00 |
| Customer Payment Date | J0527 | 20150316 |

This example would be reported as follows: D|2616239554000| S99C26193|15.00|20150316|

| Trailer | | |
|----------------|--------------------------------------|---------|
| Data Item Name | Data Item Number or Definition | Example |
| Record Type | Record Type Value = T | T |
| Record Count | Numeric (number of records included) | 150 |

This example would be reported as follows: T|150|

6 APPENDIX 4 - NEW MARKET ENTRANT REQUIREMENTS

6.1 New Supplier Market Entrant

When New Suppliers enter the electricity market and want, to issue prepayment Keys to their Customers, they are mandated to send D0190 Prepayment Key data flows to their appointed PPMIP and/or whoever issues prepayment keys on their behalf.

6.2 New PPMIP Market Entrant

When a New PPMIP enters the electricity market supporting Key Prepayment technology, it will be required to establish a Database for each to enable the correct routing of vending transactions to Suppliers.

There is no requirement for the PPMIP to request that all Suppliers provide data to populate the New PPMIPs database. At market entry, the New PPMIP will not be receiving any prepayment transactions, because no prepayment devices will have been issued by any Supplier with the New PPMIP's ID (host number) on them.

Prepayment vending transactions will be routed by the NSPs to the New PPMIP, whenever its PPMIP ID has been encoded on the prepayment Key.

**7 APPENDIX 5 –
NO LONGER IN USE.**

8 APPENDIX 6 – ECOES MAP14 TECHNICAL REQUIREMENTS

8.1 Purpose

The purpose of this document is to describe the use of ECOES for MAP14. It details information that a PPMIP should provide to ECOES in order for ECOES to provide the required Supplier Registration details. This document does not address Supplier Volume Searches (SVS) but recognises the relationship with SVS.

8.2 Definitions

MPAN means MPAN Core (J0003)

Meter Serial Number (MSN) means Meter Id (Serial Number) (J0004)

Working Day is defined as 09:00 to 18:00 Monday to Friday inclusive, excluding Bank Holidays in England and Wales.

Valid Characters are 0-9, A-Z, a-z and _ (underscore). Note that the requirement to use Valid Characters only applies to file names and not information contained in the files.

8.3 Service Levels

Throughput

The Service will be required to deliver the results of a maximum number of 100 files on a daily basis.

Each PPMIP will use no more than 5 files per PPMIP ID per day with a maximum of 500,000 transactions in total in all files submitted per day.

Availability

Notwithstanding any maintenance that is being undertaken by the ECOES service provider, the following expectation is to be placed upon the service.

Users should be able to submit files 24 hours a day, 7 days a week.

For successfully uploaded files results files are to be available within four hours of transmission to ECOES, within the constraints of a Working Day. For example, if a file is sent to ECOES at 20:00 then it should be available by 13:00, i.e. four hours after start of next Working Day.

MAP14 files are to be given priority over Supplier Volume Searches.

Support for MAP14 searches will be provided during each Working Day.

8.4 File upload

Upload file format

The file will follow the format specified in Section 9.14, and should consist of one Header (H) and one Footer (F) Group record and between 1 and 500,000 'M' Group records (i.e. PPMIP Data). Groups 'A' (MPAN Registration Data) and 'B' (Meter Id (Serial Number) Registration Data) must not be included in a file sent to ECOES.

Within Group 'M', the data item E0001 (ECOES data) must not be populated, but data item J0527 (Customer Payment Date) is mandatory. Either an MPAN Core (J0003) or Meter Serial Number (J0004), or both these data items must be provided within each 'M' Group record. Section 9.15 contains file format examples.

The transaction required to be reported upon will be delivered to ECOES in a pipe '|' delimited file with each line of this file being terminated by a pipe character followed by a Carriage Return Line Feed (CRLF).

Although some Data Items are marked as optional, they should be completed where the information is available.

File naming convention

The filename can be anything to suit the user providing that it does not exceed 200 characters in length, plus a .ppm extension, and that only Valid Characters are used. Note that the use of Valid Characters applies to the filename only, and not the information contained within the files.

Only files ending in ppm will be accepted.

See Section 9.15 for some examples of files and filenames.

8.5 Number of Transactions per file

The maximum number of transactions in any one file is limited to 500,000. This value will be stored as a parameter within ECOES but shall be varied by the ECOES service provider following a successful MRA Change Proposal.

PPMIPs that require abnormal volumes above this limit should contact the ECOES service provider directly to discuss options.

Any file which contains more than 500,000 transactions and is sent to the ECOES service provider, without prior approval from them, may be processed but will be reported to the CAS who will progress the matter with the relevant Supplier.

8.6 Upload process

The file will be transmitted to a predefined directory using Secure FTP. This connection will also be used to pull the resultant files. For the avoidance of doubt sending and retrieving files on this FTP service will be the responsibility of the PPMIP.

8.7 File validation

Following the upload, the file will immediately undergo the following validation:

- 8.7.1 The filename ends with .ppm;
- 8.7.2 The filename is no greater than 200 characters in length, plus the .ppm extension, and only Valid Characters are used;
- 8.7.3 The header (Group H) is comprised of the correct components and the values submitted are valid;
- 8.7.4 Each Group M meets the format as shown in Section 9.14 of this document. For the avoidance of doubt each item will be separated by a pipe character;
- 8.7.5 The footer (Group F) comprises of an F followed by a pipe followed by a numeric value followed by a pipe. The numeric value must equal the number of Group M rows; and
- 8.7.6 Each Group M contains five (5) pipes (null optional field should be preceded and succeeded by a pipe (“|”))

See Section 8.15 for examples.

Notes:

Any ‘white noise’ such as empty lines, spaces in the file name or repeating CRLFs will cause rejection.

If the file is rejected, the number of faults together with details will be listed in the failure report.

Other than point 9.7.4 above, there will be no checks on the validity of submitted MPANs and/or Meter Serial Numbers at this stage, i.e. that they are valid MPANs and/or Meter Serial Numbers.

Duplicate MPANs and /or Meter Serial Numbers will be processed separately. No removal of duplicates will take place.

8.8 Feedback advice

Following the validation, feedback will be provided to confirm if the file has passed or failed validation.

If the file passes validation, a file will be generated and placed into a ‘validation’ directory.

The file will have the following naming convention:

PASS_IncomingFilename.ppm - where *IncomingFilename* is the name of the incoming file.

The body of the file will contain data item File Reference taken from the incoming file header group, see example in Section 8.15.

If the file fails validation, a rejection file shall be produced which provides the PPMIP Group with advice as to all the reasons for rejection.

The file will have the following naming convention:

FAIL_IncomingFilename.ppm – where *IncomingFilename* is the name of the incoming file.

The “.ppm” extension will be added the end of every response file generated by the ECOES service provider e.g. if a file is sent by the PPMIP called *IncomingFilename.txt* which fails because it does not have the .ppm extension, the file will be returned as *FAIL_IncomingFilename.txt.ppm*. If a file is sent by the PPMIP called *IncomingFilename2.ppm* which fails for a different reason, it will be returned as *FAIL_IncomingFilename2.ppm.ppm*.

The body of the file will contain data item File Reference taken from the incoming file header group.

If the file header group is not present on the incoming file a default value of "NO_HEADER" will be used as the file reference in the body of the rejection file.

The body of the file will additionally contain one or more failure reason codes plus a textual description, see example in Section 8.15.

R01|The filename does not end with .ppm|

R02|The filename is greater than 200 characters in length or contains invalid Characters|

R03|The header (Group H) is not comprised of correct components or the values submitted are invalid|

R04|Incorrect Group M data| (details of incorrect Group inserted)

R05|The footer (Group F) is not comprised of correct components or the values submitted are invalid|

R06|File contains spurious characters, empty lines or repeating CRLF|

8.9 Directory polling

Each PPMIP who uses this service will have their own directory structure to upload and download files.

ECOES should poll the upload directory every 15 minutes and should perform the validation checks and commence the validation routines described in Section 8.7 immediately polling has completed, allowing almost immediate feedback of success or failure of this validation to be notified.

8.10 File processing prioritisation

Files submitted shall follow the following prioritisation for queued files.

There shall be no prioritisation between any PPMIP files.

Files that are to be processed will be processed in the time order they were submitted.

MAP14 .ppm files will take precedence over Supplier Volume Search (.svs and .csv) files.

For the purpose of clarity, there will be no prioritisation based upon any other criteria.

8.11 Response for files passing validation

Delivery mechanism

Files will be delivered to a predefined directory, ready for collection via Secure FTP by the PPMIP who submitted the associated upload file.

The PPMIP will be responsible for pulling the files from the ECOES service provider directory. Files will be stored on the ECOES service provider directory for 28 days and after this time will be deleted by the ECOES service provider.

Naming convention

File Reference_IncomingFileName_yyyymmdd.ppm

Where:

File Reference is as detailed in header record of the incoming file. IncomingFileName is the name of the file uploaded by the user. yyyyymmdd is the date the file was uploaded by the user.

Format

For all uploads, the resultant output files will be in a pipe delimited file format.

The order of Group Ms will be the same as the uploaded file.

8.12 Response File

There will be a single response file per file submission.

The file will be constructed of the following. Each data item within the file will be delimited with a pipe '|'. Each row will be terminated with a pipe.

(H) Header

Body, comprising of one or more of the following groups:

(M) PPMIP Data

(A) MPAN Registration Data

(B) Meter Id (Serial Number) Registration Data and

(F) Footer

A Full specification of each of these Groups is detailed in Section 8.14.

Group H – Header

The header will be the same as that of the incoming file.

Group M – PPMIP Data

For every MPAN and Meter Serial Number in the submitted file there will be a Group M. The format of this Group will be identical to that of the incoming file except that data item E0001 (ECOES data) is mandatory in the response file and therefore must be populated.

Group A – MPAN Registration Data

Where Group M data in the submitted file contained an MPAN, the return file will not contain a Group A where data is found.

Group B – Meter Id (Serial Number) Registration Data

Where Group M data in submitted file contains a Meter Serial Number then there will be a Group B on return file where data is found. This will either contain details of MPAN Core, registered Supplier and their registration date and Meter Type for this Meter Serial Number at Customer Payment Date, or a code to show the Meter Serial Number was not located on ECOES. Given that Meter Serial Numbers are not always unique it is possible that multiple instances of Group B could be returned by ECOES.

Group F – Footer

The footer will be the same as that of the incoming file.

8.13 Meter Serial Number not found

For the avoidance of doubt if one or more Meter Serial Numbers in the uploaded file are not found, this should not prevent the file from being processed. The returned files shall indicate those records that have not been matched to current data provided by MPAS.

8.14 Flow description

| | |
|--------------------------|--|
| Flow Name: | MAP 14 File |
| Flow Description: | To provide data to ECOES to determine Supplier registration details for Meter Serial Number on the Customer Payment Date quoted within the file, and for those details to be returned. |
| Flow Ownership: | MRA |

| | |
|-------|-------|
| From | To |
| PPMIP | ECOES |
| ECOES | PPMIP |

Data Items:

| Reference | Item Name |
|-----------|--------------------------------------|
| J0527 | Customer Payment Date |
| J0848 | Date of Meter Installation |
| E0001 | ECOES Data |
| J0049 | Effective From Settlement Date{REGI} |
| E0002 | File Reference |
| J0004 | Meter ID (Serial Number) |
| E0003 | MPAN on ECOES |
| J0003 | MPAN Core |
| E0004 | Meter on ECOES |
| J0483 | Meter Type |
| E0005 | Number of M Records |
| E0006 | PPMIP ID |
| J0084 | Supplier ID |

Flow Structure:

| Group | Group Description | Range | Condition | L1 | L2 | L3 | L4 | L5 | L6 | L7 | L8 | Item Name |
|-------|--|-------|-----------|----|----|----|----|----|----|----|----|--------------------------------------|
| H | Header | 1 | | G | | | | | | | | |
| | | | | | 1 | | | | | | | PPMIP ID |
| | | | | | 1 | | | | | | | File Reference |
| M | PPMIP Data | 1-* | | G | | | | | | | | |
| | | | | | | O | | | | | | MPAN Core |
| | | | | | | O | | | | | | Meter ID(Serial Number) |
| | | | | | | 1 | | | | | | Customer Payment Date |
| | | | | | | O | | | | | | ECOES Data |
| B | Meter Id (Serial Number) Registration Data | 0-* | | | | G | | | | | | |
| | | | | | | | O | | | | | MPAN Core |
| | | | | | | | O | | | | | Supplier ID |
| | | | | | | | O | | | | | Effective From Settlement Date{REGI} |
| | | | | | | | O | | | | | Meter Type |
| | | | | | | | O | | | | | Date of Meter Installation |
| | | | | | | | 1 | | | | | Meter on ECOES |
| F | Footer | 1 | | G | | | | | | | | |
| | | | | | | 1 | | | | | | Number of M Records |

| | |
|---------------|---|
| Notes: | <p>Although MPAN Core and Meter Id (Serial Number) are noted as optional in Group M at least one of these data items must be populated.</p> <p>Group B must not be populated in a file sent to ECOES by a PPMIP.</p> <p>In Group B where Meter Id (Serial Number) on ECOES indicates that registration data had been located then all data items in this Group except Date of Meter Installation are mandatory.</p> <p>In Group B there may be more than one MPAN Core registered against a Meter Id Serial Number.</p> |
|---------------|---|

| | |
|--------------------------|--|
| Name: | ECOES Data |
| Item Reference: | E0001 |
| Item Ownership: | MRA |
| Item Description: | Details if ECOES has been able to find registration details for the Meter ID (Serial Number) on Customer Payment Date. |
| Valid Set: | Values are: 0 No registration details found on ECOES 1 Registration details found on ECOES |
| Validation: | As Valid Set |
| Logical Format: | INT(1) |
| Physical Length: | 1 |
| Notes: | Data item is only used in response files. Where value is set to 1 then Group B must be available in response file. |

| | |
|--------------------------|--|
| Item Name: | File Reference |
| Item Reference: | E0002 |
| Item Ownership: | MRA |
| Item Description: | A reference to be used in filenames returned by ECOES. |
| Valid Set: | Any alpha and/or numeric characters where alpha characters are in the standard English language set plus underscore (_) character. |
| Validation: | As Valid Set |
| Logical Format: | CHAR(13) |
| Physical Length: | 13 |
| Notes: | Item can be any length up to 13 characters. |

| | |
|--------------------------|--|
| Item Name: | Meter on ECOES |
| Item Reference: | E0004 |
| Item Ownership: | MRA |
| Item Description: | Details if ECOES has been able to find registration details for Meter Id (Serial Number) on Customer Payment Date. |
| Valid Set: | Values are: 0 No registration details found on ECOES for Meter 1 Registration details found on ECOES for Meter |
| Validation: | As Valid Set |
| Logical Format: | INT(1) |
| Physical Length: | 1 |
| Notes: | |

| | |
|------------------------|----------------------------|
| Item Name: | Number of M Records |
| Item Reference: | E0005 |

| | |
|--------------------------|---|
| Item Ownership: | MRA |
| Item Description: | Number of M groups in file. |
| Valid Set: | Any within constraints of format, up to a maximum number of 500000. |
| Validation: | As Valid Set |
| Logical Format: | INT(6) |
| Physical Length: | 6 |
| Notes: | Maximum number can be amended by change request. |

| | |
|--------------------------|--|
| Item Name: | PPMIP Id |
| Item Reference: | E0006 |
| Item Ownership: | MRA |
| Item Description: | The unique market-wide reference for a PPMIP Market Participant. |
| Valid Set: | As defined within Market Domain Data. |
| Validation: | As Valid Set and Exists |
| Logical Format: | CHAR(4) |
| Physical Length: | 4 |
| Notes: | |

8.15 File and Flow Examples

Example of file sent by PPMIP, called EELCFile00000001.ppm

```
H|EELC|EELC_00000001|  
M|1000000000001||20080630||  
M|1000000000002||20080628||  
M|1000000000003|M01Z00001|20080630||  
M|1000000000004|M01Z00002|20080629||  
M|1000000000005|M01Z00005|20080630||  
M||M01Z00003|20080630||  
M||M01Z00004|20080630||  
F|7|
```

Example of validation file from ECOES in response to above

Filename: PASS_EELCFile00000001.ppm

File details:

EELC_00000001

Example of file from ECOES in response to above, named EELC_00000001_EELCFile00000001_20080701.ppm

```
H|EELC|EELC_00000001|
M|1000000000001||20080630|0|
M|1000000000002||20080628|1|
M|1000000000003|M01Z00001|20080630|1|
B|1000000000007|SOUT|20030425|K|20040212|1|
M|1000000000004|M01Z00002|20080629|1|
B|1000000000009|NEEB|20070812|K|20080525|1|
B|1000000000010|YELG|20060115|N|20071111|1|
M|1000000000005|M01Z00005|20080630|1|
M||M01Z00003|20080630|1|
B|1000000000008|SPOW|20080505|T|20080505|1|
M||M01Z00004|20080630|0|
F|7|
```

Example of file sent by PPMIP, called EELCFile00000002.ppm

```
H|EELC|EELC-00000002||
M|1000000000001||20080630||
M|||20080628||
M|1000000000003|M01Z00001|20080630||
M|1000000000004|M01Z00002|20080629||
M|1000000000005|M01Z00005|20080630||
M|||20080630||
M||M01Z00004|20080630||
M||M02Z00001|20080630|1|
F|9|
```

Example of validation file from ECOES in response to above

Filename: FAIL_EELCFile00000002.ppm

File details:

EELC_00000002

```
R03|The header (Group H) is not comprised of correct components or the values submitted
are invalid|
R04|Incorrect Group M data|M|||20080628||
R04|Incorrect Group M data|M|||20080630||
R04|Incorrect Group M data|M||M02Z00001|20080630|1|
R05|The footer (Group F) is not comprised of correct components or the values submitted
are invalid|
```

9 APPENDIX 7 – NO LONGER IN USE

10 APPENDIX 8 – NO LONGER IN USE

11 APPENDIX 9 – FORMAT OF THE MULTIPLE SUPPLIER REPORT

11.1 Flow description

The Multiple Supplier Report based on the flow sent between PPMIPs and ECOES, detailed in 9.14.

In addition to the data in the flow the National Service Provider (NSP) and Vend site should be added by the PPMIP following the return of data from ECOES. This data shall be added to group M.

The Supplier shall receive the data in the form of (data items E0001-E0006 are detailed in 8.14):

| | |
|--------------------------|---|
| Flow Name: | Multiple Supplier Report |
| Flow Description: | To provide data to a Supplier where an instance of duplicate Meters in ECOES have been identified |
| Flow Ownership: | MRA |

| | |
|-------|----------|
| From | To |
| PPMIP | Supplier |

Data Items:

| Reference | Item Name |
|-----------|--------------------------------------|
| J0527 | Customer Payment Date |
| J0848 | Date of Meter Installation |
| E0001 | ECOES Data |
| J0049 | Effective From Settlement Date{REGI} |
| E0002 | File Reference |
| J0004 | Meter ID (Serial Number) |
| E0003 | MPAN on ECOES |
| J0003 | MPAN Core |
| E0004 | Meter on ECOES |
| J0483 | Meter Type |
| E0007 | NSP |
| E0005 | Number of M Records |
| E0006 | PPMIP ID |
| J0084 | Supplier ID |
| E0008 | Vend Site ID |

Flow Structure:

| Group | Group Description | Range | Condition | L1 | L2 | L3 | L4 | L5 | L6 | L7 | L8 | Item Name |
|-------|--|-------|-----------|----|----|----|----|----|----|----|----|--------------------------------------|
| H | Header | 1 | | G | | | | | | | | |
| | | | | | 1 | | | | | | | PPMIP ID |
| | | | | | 1 | | | | | | | File Reference |
| M | PPMIP Data | 1-* | | G | | | | | | | | |
| | | | | | | O | | | | | | MPAN Core |
| | | | | | | O | | | | | | Meter ID(Serial Number) |
| | | | | | | 1 | | | | | | Customer Payment Date |
| | | | | | | O | | | | | | ECOES Data |
| | | | | | | 1 | | | | | | NSP |
| | | | | | | 1 | | | | | | Vend Site ID |
| A | MPAN Registration Data | 0-* | | | | G | | | | | | |
| | | | | | | | O | | | | | Supplier ID |
| | | | | | | | O | | | | | Effective From Settlement Date{REGI} |
| | | | | | | | O | | | | | Meter ID(Serial Number) |
| | | | | | | | O | | | | | Meter Type |
| | | | | | | | O | | | | | Date of Meter Installation |
| | | | | | | | 1 | | | | | MPAN on ECOES |
| B | Meter Id (Serial Number) Registration Data | 0-* | | | | G | | | | | | |
| | | | | | | | O | | | | | MPAN Core |
| | | | | | | | O | | | | | Supplier ID |
| | | | | | | | O | | | | | Effective From Settlement Date{REGI} |
| | | | | | | | O | | | | | Meter Type |
| | | | | | | | O | | | | | Date of Meter Installation |
| | | | | | | | 1 | | | | | Meter on ECOES |
| F | Footer | 1 | | G | | | | | | | | |
| | | | | | | 1 | | | | | | Number of M Records |

| | |
|---------------|--|
| Notes: | <p>Although MPAN Core and Meter Id (Serial Number) are noted as optional in Group M at least one of these data items must be populated.</p> <p>In Group A where MPAN Core on ECOES indicates that registration data had been located then all data items in this Group except Date of Meter Installation are mandatory.</p> <p>In Group B where Meter Id (Serial Number) on ECOES indicates that registration data had been located then all data items in this Group except Date of Meter Installation are mandatory.</p> <p>The MPAN Core in Group A may be different to that in Group B.</p> <p>In Group A there may be instances where more than one Meter Id (Serial Number) is registered at an MPAN Core.</p> <p>In Group B there may be more than one MPAN Core registered against a Meter Id Serial Number.</p> |
|---------------|--|

| | |
|--------------------------|--|
| Item Name: | NSP |
| Item Reference: | E0007 |
| Item Ownership: | MRA |
| Item Description: | The name of the NSP to which the transaction was paid to |
| Valid Set: | Any alpha and/or numeric characters where alpha characters are in the standard English language set. |
| Validation: | As Valid Set |
| Logical Format: | CHAR(50) |
| Physical Length: | 50 |
| Notes: | |

| | |
|--------------------------|--|
| Item Name: | Vend Site ID |
| Item Reference: | E0008 |
| Item Ownership: | MRA |
| Item Description: | The reference of the site that the NSP uses to identify its vend site. |
| Valid Set: | Any alpha and/or numeric characters where alpha characters are in the standard English language set. |
| Validation: | As Valid Set |
| Logical Format: | CHAR(10) |
| Physical Length: | 10 |
| Notes: | |