1. Reference is made to the Balancing and Settlement Code dated Code Effective Date and, in particular, to the definition of "BSC Procedure" in Section X, Annex X-1 thereof.

2. This is BSC Procedure 27 Version 26.0 relating to Technical Assurance of Half Hourly Metering Systems for Settlement Purposes.

3. This BSC Procedure is effective from 27 November 2025.

4. This BSC Procedure has been approved by ~~the~~ BSCCo ~~Panel~~.

© Elexon Limited 2025

OFFICIAL

CONTENTS

1. Introduction 4
1.1 Purpose and Scope of the Procedure 4
1.2 Risk Based Performance Assurance Framework 4
1.3 Main Users of the Procedure and their Responsibilities 5
1.4 Use of the Procedure 6
1.5 Balancing and Settlement Code Provision 6
1.6 Associated BSC Procedures 6
1.7 Responsibilities 8
1.8 Metering System Sampling Groups 8
1.9 Information Required to Enable Sampling of Metering Systems 11
1.10 Re-Inspections 14
1.11 Targeted Audit 14
1.12 Metering System and Asset Metering System Inspection 14
1.13 Desktop Audit 16
1.14 Additional Metering Equipment Details Required by the TAA 16
1.15 Non-Compliance 18
1.16 Queries & Appeals 21
1.17 Rectification Action 21
1.18 Post Rectification Action 22
1.19 Reporting 22
1.20 Acronyms and Definitions 22
1.21 Definitions 23
1.22 EMR Requirements 23

2 Not used 24

3 Interface and Timetable Information 25
3.1 Main Sample Selection Process – CVA and SVA 25
3.2 Desktop Audit Selection Process – CVA and SVA 28
3.2A Desktop Audit Selection Process – Asset Metering Systems 29
3.3 Specific Sample Selection Process – CVA and SVA 30
3.3A Specific Sample Selection Process – Asset Metering Systems Only 32
3.4 Determination of SVA and CVA Metering Systems for Targeted Inspection Visits and Desktop Audits 33
3.4A Determination of Asset Metering Systems for Targeted Inspection Visits and Desktop Audits 35
3.5 Selection of Metering Systems or Asset Metering Systems for Re-inspections 37
3.6 Inspection Visit – SVA and CVA Metering Systems 38
3.6A Inspection Visit – Asset Metering Systems 40
3.7 Desktop Audit– SVA and CVA Metering Systems 42
3.7A Desktop Audit– Asset Metering Systems 44
3.8 Category 1, 2 and CDCC Non-Compliance 46
3.9 Queries 52
3.10 Appeal Process 53
3.11 Reporting 56

4 Appendices 57
4.1 Description of Inspection Checks 57
4.2 Not Used 60
4.3 Provision of Measurement Transformer Certificates for Metering Equipment and Asset Metering Equipment 61
4.4 Non-compliances Categorised as 'Not Rectified' 63
4.5 Details of Forms for use in Technical Assurance 63
4.6 Forms 64
AMENDMENT RECORD – BSCP27 67

© Elexon Limited 2025

© Elexon Limited 2025

1. Introduction

1.1 Purpose and Scope of the Procedure

This BSC Procedure (BSCP) defines the process of inspections of Supplier Volume Allocation (SVA) Metering Systems registered in a Supplier Meter Registration System[1] (SMRS), Central Volume Allocation (CVA) Metering Systems registered in the Central Meter Registration Service (CMRS) and Asset Metering System either registered with the Supplier Volume Allocation Agent (SVAA) or registered in the Lead Party Asset Meter Register (LPAMR).

For Metering Systems operating in the Market Wide Half Hourly (MHHS) arrangements, processes which require MHHS roles such as Advanced Data Services to take action, and/or require MHHS relevant Meter information such as Market Segment details to be transferred must be followed.

For Metering Systems not operating in the MHHS arrangements, processes which require non-MHHS roles such as Data Collectors to take action, and/or require non-MHHS relevant Meter information such as Measurement Class details to be transferred must be followed.

It describes the key interfaces and timetable responsibilities for the role of the Technical Assurance Agent (TAA) and interested parties in the inspection of Metering Systems or Asset Metering Systems. The primary aim of Technical Assurance is to monitor Registrants' and Party Agents' compliance with their obligations as defined in the Balancing and Settlement Code (the Code) and Code Subsidiary Documents (CSDs) to ensure that the Active Energy Imported and/or Active Energy Exported through Boundary Points, System Connection Points and Defined Metering at the Asset Point is complete and accurate.

The secondary aim of Technical Assurance is to assess the overall health of all the SVA and CVA Metering System population. The TAA will provide an indication of the overall health of these Metering Systems in the TAA Annual Report.

This BSCP will only apply to SVA MOAs, with respect to SVA Metering Systems, until such time that the SVA MOA Technical Assurance Transitional Period detailed in Section L 7.1.4 - 7.1.6 has concluded after which assurance of SVA MOA activity may transfer to the REC.

1.2 [Code Reform]Risk Based Performance Assurance Framework

Performance Assurance Techniques (PAT) will be applied to Performance Assurance Parties (PAP) based on the net significance of the applicable Settlement Risk and an assessment of the PAP's contribution to the Settlement Risk.

Settlement Risks and their net significance are captured on the Risk Evaluation Register (RER). All the Settlement Risks identified are rated in terms of severity of impact and probability (including a weighting for the strength of controls).

© Elexon Limited 2025

OFFICIAL

The Settlement Risks are assigned PATs to mitigate those risks and these PATs are recorded in the Risk Operating Plan (ROP) against each Settlement Risk.

The RER and the ROP are produced for a Performance Assurance Operating Period in accordance with the Annual Performance Assurance Timetable and the agreed Risk Evaluation Methodology (REM), which details the processes used to identify and evaluate the Settlement Risks and assess their materiality.

At the end of a Performance Assurance Operating Period, BSCCo ~~the Performance Assurance Board (PAB)~~ will prepare an Annual Performance Assurance Report for the Performance Assurance Board (PAB) ~~the Panel~~ detailing the assurance that has been provided during the course of the period, the extent to which Settlement Risks have been mitigated, and BSCCo costs of providing that assurance.

Technical Assurance of Metering Systems for Settlement Purposes is a Performance Assurance Technique and will be deployed to a PAP in relation to relevant Settlement Risks.

1.3 [Code Reform]Main Users of the Procedure and their Responsibilities

This Procedure should be used by the following for each type of SVA, CVA and Asset Metering System:

CVA Metering Systems	SVA Metering Systems
• BSCCo • Central Data Collection Agent (CDCA) • Market Participants • CVA Meter Operator Agents (MOA) • ~~Panel~~SAF • Code ~~Manager~~~~Panel~~ Committees • Performance Assurance Administrator (PAA) • Registrants • Technical Assurance Agent (TAA) • National Electricity Transmission System Operator (NETSO)	• BSCCo • Half Hourly Data Collectors (HHDCs) • Advanced Data Service (ADS) • Licensed Distribution System Operators (LDSOs) • Market Participants • SVA Meter Operator Agents (MOAs)[2] • ~~Panel~~SAF • ~~Panel~~ Code ~~Manager~~Committees • Performance Assurance Administrator (PAA) • Registrants • Supplier Meter Registration Agents (SMRAs) • Technical Assurance Agent (TAA)

[2] "MOA" should be taken to apply to both SVA MOAs and CVA MOAs unless otherwise stated.

© Elexon Limited 2025

This Procedure should be used by the following for each type of Asset Metering System:

Asset Metering Systems
• BSCCo • Half Hourly Data Collectors (HHDCs) • Advanced Data Service (ADS) • Asset Metering Half Hourly Data Collectors (AMHHDC) • Asset Metering Meter Operator Agents (AMMOA) • Asset Metering Virtual Lead Parties (AMVLPs) • Market Participants • SVA Meter Operator Agents (MOAs) • SAF~~Panel~~ • Code ~~Manager~~~~Panel~~ Committees • Performance Assurance Administrator (PAA) • Registrants • Supplier Volume Allocation Agent (SVAA) • Technical Assurance Agent (TAA)

1.4 Use of the Procedure

The Registrant is responsible for ensuring the compliance of its Party Agents, in particular the MOA or AMMOA and DC or DS, with the Code and CSDs.

The TAA shall determine a Metering System, or Asset Metering System, to be non-compliant if the Code or CSDs are not being adhered to, subject to any Metering Dispensations applicable to the Metering Equipment or Asset Metering Equipment.

Throughout this procedure, where a timescale is stated, it refers to the number of Working Days (WD) by which the activity described shall be completed.

1.5 Balancing and Settlement Code Provision

This BSCP has been produced in accordance with the provisions of the Code and in particular Section L. In the event of an inconsistency between the provisions of this BSCP and the Code, the provisions of the Code shall prevail.

1.6 Associated BSC Procedures

For SVA and CVA Metering Systems this BSCP interfaces with:

CVA Metering Systems	SVA Metering Systems
BSCP02 – Proving Test Requirements for CVA Metering Systems	BSCP11 –Trading Disputes

© Elexon Limited 2025

OFFICIAL

CVA Metering Systems	SVA Metering Systems
BSCP06 – CVA Meter Operations for Metering Systems Registered in CMRS	BSCP32 - Metering Dispensations
BSCP11 –Trading Disputes	BSCP501 - Supplier Meter Registration Service (SMRS for non-migrated MSIDs)
BSCP20 – Registration of Metering Systems for Central Volume Allocation	BSCP502 – Half Hourly Data Collection for SVA Metering Systems Registered in SMRS
BSCP32 – Metering Dispensations	
BSCP537 – Qualification Process for SVA Parties, SVA Party Agents, VLPs, AMVLPs, AMVLP Agents and CVA MOAs	BSCP515 – Licensed Distribution
BSCP538 – Error and Failure Resolution	BSCP537 – Qualification Process for SVA Parties, SVA Party Agents and CVA MOAs
BSCP601 - Metering Protocol Approval and Compliance Testing	BSCP538 – Error and Failure Resolution
	BSCP550 - Shared SVA Meter Arrangement of Half Hourly Import and Export Active Energy
	BSCP601 - Metering Protocol Approval and Compliance Testing
	BSCP702 - Advanced Data Service
	BSCP706 - Supplier Meter Registration Service (SMRS for non-migrated MSIDs)

For Asset Metering Systems this BSCP interfaces with:

Asset Metering Systems
BSCP11 –Trading Disputes
BSCP32 - Metering Dispensations
BSCP537 – Qualification Process for SVA Parties, SVA Party Agents, VLPs, AMVLPs, AMVLP Agents and CVA MOAs
BSCP601 - Metering Protocol Approval and Compliance Testing
BSCP602 - SVA Metering System Register and Asset Metering System Register
BSCP603 - Meter Operations and Data Collection for Asset Metering Systems
BSCP607 – Lead Party Asset Meter Register and Secondary BM Unit Asset Volumes

© Elexon Limited 2025

1.7 Responsibilities

For the purpose of this BSCP the Registrant is the Party responsible for the provision of Code-compliant Settlement Metering Systems or Settlement Asset Metering Systems.

For SVA or CVA Metering Systems the Meter Operator Agent and the Licensed Distribution System Operator or the NETSO, and for Asset Metering Systems the SVA Meter Operator Agent or AMMOA will assist the Registrant in meeting the obligations, as described in the appropriate BSCPs, namely:

- Ensure that an appropriate person is in attendance when requested by the Registrant
- Provide all requested information (including measurement transformer certificates)
- Perform all actions to rectify a non-compliance
- Provide adequate evidence of rectified non-compliance to the TAA.

1.8 Metering System Sampling Groups

For SVA, the total number of Metering Systems to be inspected in any one year shall be as determined by the Performance Assurance Board (PAB) in accordance with the ROP. This may include a percentage of re-inspections. The selection of the actual Metering Systems to be inspected shall be at the discretion of BSCCo.

The TAA shall select SVA Metering Systems for the following sampling groups:

- Targeted Audits
- Specific Sample
- Main Sample
- Desktop Audit Sample

For CVA, the total number of Metering Systems to be inspected in any one year shall be as directed from time to time by the PAB. This will include a percentage of re-inspections. The selection of the Metering Systems to be inspected shall be at the discretion of BSCCo, in accordance with the scope as directed by the PAB.

The TAA shall select CVA Metering Systems for the following sampling groups:

- Targeted Audits
- Specific Sample
- Main Sample
- Desktop Audit Sample

For Asset Metering Systems, the total number of Asset Metering Systems to be inspected in any one year shall be as determined by the Performance Assurance

© Elexon Limited 2025

OFFICIAL

Board (PAB) in accordance with the ROP. This may include a percentage of re-inspections. The selection of the actual Asset Metering Systems to be inspected shall be at the discretion of BSCCo.

The TAA shall select Asset Metering Systems for the following sampling groups:

- Targeted Audits
- Specific Sample
- Main Sample

Desktop Audit Sample

1.8.1 Targeted Inspections

The TAA may target a number of Metering Systems, or Asset Metering Systems, where non-compliance is suspected. These may be identified as a consequence of information obtained by BSCCo (including that information provided by the PAA), by the TAA or as directed by the PAB. BSCCo will inform the TAA of those Metering Systems, or Asset Metering Systems, that require a targeted Inspection Visit or Desktop Audit.

The basis for this sample will be on information provided by Registrants and other parties to enable BSCCo to target specific Metering Systems, or Asset Metering Systems, GSP Groups, types of Metering Equipment or Asset Metering Equipment, Party Agents or BSC Parties. Targeted audits will not necessarily be carried out each time a group of audits is arranged.

1.8.2 Specific Sample – CVA and SVA

It is intended that specific samples will focus on where there is perceived risk to Settlement. The PAB will determine the size of the specific sample. It is anticipated this specific sample will account for no more than 20% of the total number of audits agreed by the PAB to be performed each year. The focus of this specific sample will be set by the PAB on an annual basis. It is envisaged that this group will be sampled from, but not limited to, the following:

1. Code of Practice (CoP) One, Two and G Metering Systems and Scottish Code of Practice One (S1) and Two (S2) Metering Systems.

2. Import/Export Metering Systems: those Metering Systems that record Import and Export electricity will be targeted for inspection, to ensure that the technical details have been correctly recorded in Settlement.

3. Multi-Feeder Metering Systems.

4. Complex Sites: those Metering Systems that cannot be adequately expressed via the D0268, Half Hourly Meter Technical Details, and where the MOA is required to provide additional information in accordance with the Retail Energy Code Metering Operations Schedule.

The registered SVA MOA and LDSO will be responsible for and will use reasonable endeavours to provide complete and accurate Metering System data, upon request to the TAA or BSCCo for the purposes of Technical Assurance.

© Elexon Limited 2025

1.8.2A Specific Sample – Asset Metering Systems Only

It is intended that specific samples will focus on where there is perceived risk to Settlement. The PAB will determine the size of the specific sample. It is anticipated this specific sample will account for no more than 20% of the total number of audits agreed by the PAB to be performed each year. The focus of this specific sample will be set by the PAB on an annual basis. It is envisaged that this group will be sampled from, but not limited to, the following:

1. Code of Practice (CoP) Eleven Asset Metering Types One and Two Asset Metering Systems.

2. Import/Export Asset Metering Systems: those Asset Metering Systems that record Import and Export electricity will be targeted for inspection, to ensure that the technical details have been correctly recorded in Settlement.

3. Multi-Feeder Asset Metering Systems.

4. Complex Sites: those Asset Metering Systems that cannot be adequately expressed via the Meter Technical Details, and where the SVA MOA or AMMOA is required to provide an Asset Metering Complex Site Supplementary Information Form.

The registered SVA MOA or AMMOA will be responsible for and will use reasonable endeavours to provide complete and accurate Asset Metering System data, upon request to the TAA or BSCCo for the purposes of Technical Assurance.

1.8.3 Main Sample – CVA and SVA

The TAA, on behalf of BSCCo, shall ensure that a representative sample of Metering Systems is audited for both SVA and CVA Metering Systems. The selection of Metering Systems will be based upon consideration of:

- GSP Group (SVA Only)
- Registrant
- Meter Operator Agent
- Code of Practice
- Metering Equipment
- Previous inspection(s)

© Elexon Limited 2025

1.8.3A Main Sample – Asset Metering Systems

The TAA, on behalf of BSCCo, shall ensure that a representative sample of Asset Metering Systems is audited. The selection of Asset Metering Systems will be based upon consideration of:

- Registrant
- SVA Meter Operator Agent or Asset Metering Meter Operator Agent
- Code of Practice 11 Asset Metering Type
- Asset Metering Equipment
- Previous inspection(s)

1.8.4 Desktop Audit Sample – CVA, SVA and Asset Metering Systems

On an ad-hoc, or annual basis, the BSCCo will notify the TAA of the scope of lower intensity Desktop Audits to supplement or replace onsite Inspection Visits as directed within the annual audit scope. The PAB shall determine the size and scope of the Desktop Audit Sample.

1.8.5 Post Desktop Audit Inspection Visits

If the Desktop Audit findings indicate that an Inspection Visit is required, this shall be arranged by the TAA.

1.9 Information Required to Enable Sampling of Metering Systems

1.9.1 Specific Sample – CVA and SVA

In order to ensure that the relevant Metering Systems are audited, each Registrant, LDSO or SVA MOA where appropriate will provide details of all Metering Systems (described in section 1.8.2) so that a representative sample can be determined by the TAA. The specific sample can include both Inspection Visits and Desktop Audits. The scope of the specific sample will be determined annually by the PAB.

The Registrant will provide the following information for each Metering System selected for audit:

- Metering System ID.
- GSP Group.
- SVA MOA ID or ADS ID.
- HHDC ID.
- Site Address Details.
- Applicable CoP.
- Details of any current applicable Metering Dispensation.

These details are required as a minimum. This is not an exhaustive list.

The TAA will, on behalf of BSCCo, create a schedule of audits that meets the PAB's agreed requirements.

© Elexon Limited 2025

OFFICIAL

1.9.1A Specific Sample – Asset Metering Systems

In order to ensure that the relevant Asset Metering Systems are audited, each Registrant or SVA MOA or AMMOA where appropriate will provide details of all Asset Metering Systems (described in section 1.8.2A) so that a representative sample can be determined by the TAA. The specific sample can include both Inspection Visits and Desktop Audits. The scope of the specific sample will be determined annually by the PAB.

The Registrant will provide the following information for each Asset Metering System selected for audit:

- Asset Metering System ID.
- SVA MOA ID or AMMOA ID.
- HHDC ID.
- AMHHDC ID
- Site Address Details.
- Applicable Asset Metering Type.
- Details of any current applicable Metering Dispensation.

These details are required as a minimum. This is not an exhaustive list.

The TAA will, on behalf of BSCCo, create a schedule of audits that meets the PAB's agreed requirements.

1.9.2 Main Sample – CVA

The CDCA shall submit an electronic list of all Metering System IDs registered in the Central Meter Registration Service (CMRS), together with associated information to BSCCo. The lists shall be provided four times a year on dates agreed with BSCCo. The required information will be forwarded to the TAA to initiate the sample selection process.

The TAA will use reasonable endeavours to minimise the number of repeated audits when selecting the Metering Systems to be audited.

The TAA will select 10% more Metering System IDs than will be audited. The additional 10% will enable the TAA to categorise the Metering Systems and ensure that there is no bias towards any one Party, Metering Equipment type or sampling area. This initial sample will be sub-divided by Registrant and CVA MOA.

BSCCo will provide additional guidance for the selection of sampled audits.

On finalising the sample, the relevant Registrant will be notified of the Metering Systems to be audited.

1.9.3 Main Sample – SVA

This is the main sample selection process (excluding those detailed in 1.8.2) for SVA Metering Systems.

© Elexon Limited 2025

Each SMRA shall ensure that the details it holds are updated daily to a central online database, together with any associated information as specified in BSCP501 or BSCP706 as appropriate to the PAA via BSCCo. The required information will then be used by the TAA to initiate the sample selection process.

The TAA will use reasonable endeavours to minimise the number of repeated visits when selecting the Metering Systems to be audited.

The TAA will select 10% more Metering System IDs than will be audited. The additional 10% will enable the TAA to categorise the Metering Systems ensuring that there is no bias towards any one Party, Metering Equipment type or sampling area. This initial sample will be sub divided by GSP Group, Registrant and SVA MOA.

On finalising the sample, the relevant Registrant will be notified of the Metering Systems to be audited.

1.9.4 Main Sample – Asset Metering Systems

This is the main sample selection process (excluding those detailed in 1.8.2A) for Asset Metering Systems.

The SVAA shall submit an electronic list of all Asset Metering System IDs registered in the Asset Meter Registration Service (AMRS), together with associated information to BSCCo. The lists shall be provided four times a year on dates agreed with BSCCo. BSCCo will have received LPAMR data, on a weekly basis, from the AMVLP.

The required information, including details of all AMSIDs registered in LPAMR, will be forwarded to the TAA to initiate the sample selection process.

The TAA will use reasonable endeavours to minimise the number of repeated audits when selecting the Asset Metering Systems to be audited.

The TAA will select 10% more Asset Metering System IDs than will be audited. The additional 10% will enable the TAA to categorise the Asset Metering Systems and ensure that there is no bias towards any one Party, Asset Metering Equipment type or sampling area. This initial sample will be sub-divided by Registrant and SVA MOA and AMMOA.

BSCCo will provide additional guidance for the selection of sampled audits.

On finalising the sample, the relevant Registrant will be notified of the Asset Metering Systems to be audited.

© Elexon Limited 2025

OFFICIAL

1.10 Re-Inspections

Where a non-compliance has been identified and subsequently reported as rectified, it is possible that the Metering System, or Asset Metering System, will be re-inspected by the TAA to confirm compliance.

BSCCo will inform the TAA of the percentage of previously non-compliant Metering Systems, or Asset Metering Systems, which should be re-inspected. Re-inspections will be selected with consideration given to the category and number of non-compliances associated with the previous inspection.

The TAA will submit the proposed schedule of re-inspections to BSCCo for approval. Upon approval the TAA shall carry out a re-inspection to confirm compliance.

1.11 [Code Reform]Targeted Audit

Where the PAB requires assurance about a particular Metering System or Asset Metering System, they may request a targeted audit to take place.

The PAB will use the following information when deciding to perform a targeted audit:

- Previous non compliances;
- Information provided by the BSC Auditor;
- Technical Assurance of Performance Assurance Parties checks;
- Line Loss Factor Audits;
- Information from Parties;
- Performance related issues;
- Settlement error;
- Information provided by its sub-committees; or
- Information provided by the ~~Panel~~SAF.
- Information provided by BSCCo

This list is not exhaustive.

1.12 Metering System and Asset Metering System Inspection

On selection of an appropriate Metering System, or Asset Metering System, the TAA shall notify the relevant Registrant, MOA or AMMOA and LDSO (only for SVA and CVA Metering Systems) prior to the date of the intended Inspection Visit. The Registrant or a nominated representative will be invited to attend the Inspection Visit and shall make all reasonable endeavours to ensure access to all Metering Equipment,

© Elexon Limited 2025

or Asset Metering Equipment, and for SVA and CVA Metering Systems will liaise with the LDSO or NETSO (if necessary) to arrange such access.

The Registrant shall be required to ensure that the MOA or AMMOA and for SVA and CVA Metering Systems the LDSO (mandatory attendance for High Voltage Metering Systems) or the NETSO (if necessary) will be in attendance and that the person attending the site is technically competent to discuss problems relating to any defects or non-compliances and able to agree the resolution of any defects or non-compliances. The person should be able to access *all* the relevant Metering Equipment, or Asset Metering Equipment, (where safe access is possible).

The Registrant shall notify the TAA (the Registrant may discharge this to the MOA or AMMOA), prior to the intended Inspection Visit that the MOA or AMMOA (and LDSO if applicable) will be in attendance. In addition the Registrant will inform the TAA of any other representatives that will be present at the Inspection Visit. Failure to do so will be reported to PAB at the discretion of BSCCo.

A MOA or AMMOA may appoint a competent third party who may attend on their behalf.

For SVA Metering Systems the appropriate LDSO shall arrange to gain independent access to the LDSO's equipment associated with the Metering System and the SVA MOA shall arrange for access to the Meter and associated Metering Equipment for which it is responsible. The LDSO shall accede to such a request within 10 working days of the request from the Registrant and / or SVA MOA.

For CVA Metering Systems the Registrant (or its nominated representative) shall provide access to the Metering Equipment during the Inspection Visit.

For Asset Metering Systems the Registrant (or its nominated representative) shall provide access to the Asset Metering Equipment during the Inspection Visit.

The TAA may, with the agreement of BSCCo, arrange for an urgent revisit (SVA and CVA Metering Systems, Asset Metering Systems) to be initiated. This will be at the expense of the Registrant if:

(a) The Registrant fails to arrange access on the agreed date and time or access cannot be obtained upon arrival by the TAA;

(b) The MOA or AMMOA fails to attend an Inspection Visit; or

(c) The LDSO or NETSO fails to attend an Inspection Visit (SVA and CVA Metering Systems only).

Any costs incurred by the MOA or AMMOA or LDSO or the NETSO as a result of its attendance at an Inspection Visit shall be met by themselves.

Where the TAA has gained access to the Metering System, or Asset Metering System, but has been unable to complete the Inspection Visit, a result of ‘incomplete Inspection Visit’ and the reason for non-completion will be recorded. These instances will be reported to PAB at the discretion of BSCCo.

© Elexon Limited 2025

Where the TAA has been unable to gain access to the Metering System, or Asset Metering System, a result of 'no access' and the reason for no access will be recorded. These instances will be reported to PAB at the discretion of BSCCo.

1.13 Desktop Audit

Desktop Audits shall be performed by the TAA as directed by the PAB as a Desktop Audit sample and as part of the main sample, specific sample or targeted audits.

On selection of a Metering System, or Asset Metering System to be audited via desktop, the TAA shall notify the relevant Registrant, MOA or AMMOA, HHDC/ADS/AMHHDC/CDCA, for SVA and CVA Metering Systems the LDSO and NETSO (as appropriate) prior to the date of the intended Desktop Audit. The TAA shall request the documents required to complete the Desktop Audit.

The Registrant shall be required to ensure that the MOA or AMMOA, HHDC/ADS/AMHHDC/CDCA, for SVA and CVA Metering Systems the LDSO and NETSO (as appropriate) provide the documents requested by the TAA to allow the Desktop Audit to be completed. Where the required documents are not received, the Metering System, or Asset Metering System, will be found non-compliant.

Where the TAA has been unable to complete a Desktop Audit a result of unresponsive Registrants, the Registrant will be found non-compliant. These instances will be reported to PAB at the discretion of BSCCo.

1.14 Additional Metering Equipment Details Required by the TAA

Inspection Visit

When a Metering System, or Asset Metering System, has been selected for inspection, the MOA or AMMOA will be required to provide the following additional Metering Equipment Technical Details, or Asset Metering Equipment Technical Details, prior to the Inspection Visit, as a minimum:

1.14.1 General Information

- Site name
- Site address
- Site telephone number

1.14.2 Accuracy

- Circuit Identifier
- Applicable CoP (including the specific Issue) and in the case of Asset Metering the Asset Metering Type
- Current applicable Metering Dispensation(s)
- Meter, or Asset Meter Calibration Certificates

© Elexon Limited 2025

OFFICIAL

- Current Transformer Test Certificates (including details of manufacturer, type, serial number and class).
- Voltage Transformer Test Certificates (including details of manufacturer, type, serial number and class).
- Applicable Meter, or Asset Meter Compensation values (including evidence to support the applied values).
- This list is not exhaustive and any relevant information that may help the TAA obtain access to all the Metering Equipment, or Asset Metering Equipment, should be made available to the TAA.

The determination of the overall accuracy of Metering Systems, or Asset Metering Systems, requires the provision of all associated measurement transformer errors. Details for the processes to be followed by the various parties for the provision of this information are given in section 4 of this BSCP.

Desktop Audit

When a Metering System, or Asset Metering System, has been selected for Desktop Audit, the appropriate party will be required to provide the following additional Metering Equipment Technical Details prior to the Desktop Audit, as a minimum:

- Commissioning Record
- Single Line Diagram
- Allocation Schedule (if applicable)
- Three days of Settlement data
- Outstanding Meter Faults, or Asset Meter Faults, and Resolution actions
- Cumulative Register Reads and Corresponding Half-Hourly data for Mini-mar Test (if Cumulative Register Read applicable to Asset Meter)
- Meter Technical Details or Asset Meter Technical Details
- Complex Mapping Form (if applicable)
- Aggregation Rules (if applicable)
- Metering Dispensation (if applicable)
- Overall Accuracy Calculation (including supporting evidence, such as calibration certificates)
- Where any compensation has been applied, rationale for the evidence to support the compensation values should be provided (transformer test certificates, cable details etc)

© Elexon Limited 2025

OFFICIAL

- This list is not exhaustive and any relevant information that may help the TAA to complete the Desktop Audit should be made available to the TAA.

1.14.3 Metering System Functional Information

- Channel Number(s) (for Active Energy)
- Measurement Quantity Id
- Date of First Registration

The HHDC or ADS will also be required to provide the Meter Technical Details that it uses to collect data from the Metering System, prior to the Inspection Visit or Desktop Audit in line with the timescales set out in section 3 and 4 of this BSCP.

1.14.3A Asset Metering System Functional Information

- Channel Number(s) (for Active Energy)
- Measurement Quantity Id
- Date of First Registration

The HHDC will also be required to provide the Asset Meter Technical Details that it uses to collect data from the Asset Metering System, prior to the Inspection Visit or Desktop Audit in line with the timescales set out in section 3 and 4 of this BSCP.

Where the AMHHDC is acting as a Data Retriever the AMHHDC will also be required to provide the Asset Meter Technical Details that it uses to collect data from the Asset Metering System, prior to the Inspection Visit or Desktop Audit in line with the timescales set out in section 3 and 4 of this BSCP.

1.14.4 Failure to provide Metering System or Asset Metering System Functional Information

Failure to provide the above information to the TAA within the required timescales as defined in section 4 shall be classified as a non-compliance.

The TAA may request any additional information that is felt necessary and reasonable for any Metering System, or Asset Metering System, being audited. This additional information will also be provided by the Registrant in a reasonable timeframe prior to the Inspection Visit or Desktop Audit where possible.

Where appropriate, all information to be provided to the TAA regarding an Inspection visit or Desktop Audit should be provided via the software system used by the TAA.

1.15 Non-Compliance

The TAA shall raise a non-compliance if, after taking into account any Metering Dispensations:

© Elexon Limited 2025

OFFICIAL

(a) The requirements of the Code and CSDs; or in the case of SVA MOAs for SVA Metering Systems, the Retail Energy Code Metering Operations Schedule, are not being adhered to;

(b) The actual configurable Meter, or Asset Meter, parameters are not consistent with the Meter Technical Details recorded in Settlement systems as provided by the HHDC, ADS, AMHHDC or CDCA or AMVLP, or MOA or AMMOA prior to an Inspection Visit or Desktop Audit.

(c) The Registrant fails to commit to provide requested documentation and/or Consumption data, as outlined an Evidence Request for a Desktop Audit (Section 3.7.2).

The findings of an Inspection Visit will be recorded on an Inspection Schedule and presented to the MOA or AMMOA at the time of the Inspection Visit. Wherever possible any identified non-compliances shall be rectified by the MOA or AMMOA at the time of the visit.

The findings of a Desktop Audit will be recorded on a Desktop Audit Schedule and communicated to Registrants and relevant agents via the software system used by the TAA.

© Elexon Limited 2025

OFFICIAL

Categorisation of non-compliances

NC	A non-compliance has been identified through the Consumption Data Comparison Check that is deemed to be currently affecting the quality of data for Settlement purposes.
Category 1 Non Compliance	A non-compliance has been identified from an Inspection Visit, which is deemed to be currently affecting the quality of data for Settlement purposes
Category 2 Non Compliance	A non-compliance has been identified from an Inspection Visit, which is deemed to have the potential to affect the quality of data for Settlement purposes
Category A Non Compliance	A non-compliance has been identified from an Desktop Audit, which is deemed to be currently affecting, or has a high likelihood of affecting, the quality of data for Settlement purposes
Category B Non Compliance	A non-compliance has been identified from a Desktop Audit, which has been deemed to have a lower likelihood of affecting the quality of data for Settlement purposes, or for the non-provision of evidence
Observation	A non-compliance has been identified which is deemed neither to affect nor to have the potential to affect the quality of data for Settlement purposes
Not Rectified	A non-compliance that has breached the 10 WD SLA without a rectification plan. Note: These are only applicable to Category 2 & B non-compliances and are not assigned when an outstanding Category 1 or A non-compliance is also present for the same visit.

On completion of an Inspection Visit or Desktop Audit, the TAA shall issue notices of compliance or non-compliance to the Registrant, MOA or AMMOA, HHDC, ADS, AMHHDC, LDSO and the NETSO as appropriate and where a non-compliance has been determined, the TAA shall provide the Registrant with the details of the non-compliance.

Where a non-compliance has been determined the Registrant shall be responsible for progressing the rectification of the non-compliance and must submit a rectification plan to the TAA in a timely manner and must ensure that the action to resolve the non-compliance is performed in a timely manner. The Registrant will be required to take all reasonable steps to ensure that the party that can take direct action does so,

© Elexon Limited 2025

and that the Registrant pursues that party to the extent necessary. Where BSCCo deems it necessary for SVA and CVA Metering Systems, non-compliances not rectified by the Registrant will be reported to the PAB who will decide on further action in accordance with BSCP538, Error and Failure Resolution.

1.16 [Code Reform]Queries & Appeals

Where a non-compliance has been identified, this may be queried by:

- The Registrant responsible for that Metering System; or
- The relevant MOA, AMMOA, HHDC, AMHHDC, LDSO or the NETSO.

The non-compliance can be queried as follows:

1. Initially to the TAA who will review the query and provide a response.
2. If unsuccessful in 1, the raiser may pursue the query with BSCCo, or withdraw the query. If the query is not withdrawn, BSCCo will review the query and provide a response to the raiser.
3. If unsuccessful in 2, the raiser may raise an appeal with BSCCo and the PAB ~~and the Panel~~, or withdraw the query. ~~BSCCoThe Panel may choose to delegate this responsibility to the PAB.~~

The Registrant (or MOA, AMMOA, HHDC, ADS, AMHHDC, LDSO or the NETSO on behalf of the Registrant) will be required to provide evidence in support of the queries and appeals if requested to do so by the Registrant and BSCCo.

1.17 Rectification Action

Where a Registrant (or MOA, AMMOA, LDSO, HHDC, AMHHDC or the NETSO on behalf of the Registrant) fails to rectify a Category 1 or Category A non-compliance, or a Category 2 or Category B non-compliance associated with a Category 1 or Category A non-compliance, within these timescales, the TAA and PAA will take such further action as immediately necessary to minimise and, where possible, rectify the impact to quality of data for Settlement purposes.

Where a Registrant (or MOA, AMMOA, LDSO, HHDC, AMHHDC or the NETSO on behalf of the Registrant) fails to rectify a Category 2 or Category B non-compliance that is not associated with a Category 1 or Category A non-compliance within these timescales, or if a rectification plan is not submitted for review within these timescales, the TAA will mark the non-compliance as ‘Not Rectified’. The PAA will consider the prevalence of such non-compliances ‘Not Rectified’ for individual Settlement Risks when compiling the Risk Evaluation Register and Risk Operating Plan. Furthermore, ‘Not Rectified’ non-compliances may be analysed for trends and common issues across the audit year. These figures may inform either Technical Assurance of Metering Audits (TAM), through Target Samples or the BSC Audits through targeted workpapers. The analysis will be based on identifying trends at the Party level, rather than materiality alone.

© Elexon Limited 2025

OFFICIAL

1.18 Post Rectification Action

Where a Registrant is required to perform testing as per CoP 4, 'Code of Practice for the Calibration, Testing and Commissioning Requirements of Metering Equipment for Settlement Purposes', following the rectification of a non-compliance, the PAA or BSCCo or TAA shall have the option to attend and/or request details of the tests performed.

The costs associated with the rectification of a non-compliance and any subsequent testing shall be borne by the responsible Party.

1.19 Reporting

BSCCo may report the findings of an Inspection Visit or Desktop Audit and any outstanding non-compliances to the PAB.

1.20 Acronyms and Definitions

1.20.1 List of Acronyms

AMHHDC	Asset Metering Half Hourly Data Collector
AMMOA	Asset Metering Meter Operator Agent
AMRS	Asset Meter Registration Service
AMSID	Asset Metering System ID
AMVLP	Asset Metering Virtual Lead Party
BSC	Balancing and Settlement Code (The "Code")
BSCCo	Balancing and Settlement Code Company
BSCP	BSC Procedure
CDCA	Central Data Collection Agent
CMRS	Central Meter Registration Service
CoP	Code of Practice
CSD	Code Subsidiary Document
CT	Current Transformer
CVA	Central Volume Allocation
CVA MOA	Central Volume Allocation Meter Operator Agent
HH	Half Hour
HHDC	Half Hourly Data Collector
ADS	Advanced Data Service
HV	High Voltage
LDSO	Licensed Distribution System Operator
LPAMR	Lead Party Asset Meter Register

© Elexon Limited 2025

OFFICIAL

LV	Low Voltage
MOA	Meter Operator Agent
MSID	Metering System ID
MTD	Meter Technical Details
NETSO	National Electricity Transmission System Operator
PAA	Performance Assurance Administrator
PAB	Performance Assurance Board
PAP	Performance Assurance Party (Includes Registrants and Party Agents)
REM	Risk Evaluation Methodology
RER	Risk Evaluation Register
ROP	Risk Operating Plan
SMRA	Supplier Meter Registration Agent
SMRS	Supplier Meter Registration Service
SVA	Supplier Volume Allocation
SVAA	Supplier Volume Allocation Agent
SVA MOA	Supplier Volume Allocation Meter Operator Agent
TAA	Technical Assurance Agent
VT	Voltage Transformer
WD	Working Day

1.21 Definitions

Additional Metering Technical Details – Additional Meter Technical Details not included within the D0268 dataflow (or equivalent P-flow for Asset Meter Technical Details) or listed in BSCP20, Registration of Metering Systems for CVA.

Inspection Visit – the on site inspection of a Metering System or Asset Metering Systems.

Desktop Audit – a lower intensity audit to supplement or replace onsite Inspection Visits as directed within the annual audit scope.

A full list of definitions is provided in the Code.

1.22 EMR Requirements

BSCCo shall notify all NC and Category 1 Non Compliances it becomes aware of to any CFD Settlement Services Provider and any CM Settlement Services Provider. BSCCo shall provide:

- The MSID relating to the applicable SVA or CVA Metering System;
- the AMSID(s) and the Asset Meter serial number relating to the applicable Asset Metering System; and
- The nature of the non-compliance.

© Elexon Limited 2025

OFFICIAL

2 Not used

© Elexon Limited 2025

3 Interface and Timetable Information

3.1 Main Sample Selection Process – CVA and SVA

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.1.1	As specified in section 1.9	Request Metering System Ids and associated information.	BSCCo	CDCA	Relevant information from Metering System Id, GSP Group, Registrant, MOA, HHDC or ADS, and Measurement Class or Market Segment.	Email or as agreed
3.1.2	As specified in section 1.9	Request Metering System Ids and associated information.	TAA	SMRA	Relevant information from Metering System Id, GSP Group, Registrant, MOA, HHDC or ADS and Measurement Class or Market Segment..	Email or as agreed
3.1.3	Within 10 WD of request in 3.1.1	Provide Metering System Ids and associated information.	CDCA	BSCCo	Relevant information from HH Metering System Id, GSP Group, Registrant, MOA, HHDC or ADS and Measurement Class or Market Segment.	Email or as agreed
3.1.4	Within 10 WD of request in 3.1.1	Provide Metering System Ids and associated information.	SMRA	TAA	Relevant information from Metering System Id, GSP Group, Registrant, MOA, HHDC or ADS and Measurement Class or Market Segment.	Email or as agreed
3.1.5	Upon receipt of data in 3.1.3	Provide the TAA with the data.	BSCCo	TAA	Lists of HH Metering System Ids and associated Registrant and MOA.	Email or as agreed

[1] **Where Metering System refers to the portion of the Metering System population set by the PAB on an annual basis**

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.1.6	Within 10 WD of receipt of data in 3.1. 4 and 3.1.5	Randomly select 10% more Metering Systems than will be audited, as agreed by BSCCo. Finalise sample of HH Metering System to avoid bias towards any one party or type of Metering Equipment and derive inspection and Desktop Audit schedule. Proceed to Section 3.6 (Inspection Visit – SVA and CVA Metering Systems) or Section 3.7 (Desktop Audit – SVA and CVA Metering Systems)	TAA		Lists of HH Metering System Ids and associated Registrant and MOA.	Internal process

3.1A Main Sample Selection Process – Asset Metering Systems

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.1A.1	As specified in section 1.9	Request Asset Metering System Ids and associated information for AMSIDs registered in the Asset Metering System Register. Note BSCCo would already hold data for all AMSIDs registered in LPAMR.	BSCCo	SVAA	Relevant information from Asset Metering System Id, Registrant, SVA MOA, AMMOA, HHDC, AMHHDC and Asset Metering Type	Email or as agreed
3.1A.2	Within 10 WD of request in 3.1A.1	Provide Metering System Ids and associated information.	SVAA	BSCCo	Relevant information from Asset Metering System Id, Registrant, SVA MOA, AMMOA, HHDC, AMHHDC and Asset Metering Type	Email or as agreed
3.1A.3	Upon receipt of data in 3.1A.2	Provide the TAA with the data.	BSCCo	TAA	Lists of Asset Metering System Ids and associated Registrant and SVA MOA or AMMOA.	Email or as agreed

© Elexon Limited 2025

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.1A.4	Within 10 WD of receipt of data in 3.1A.3	Randomly select 10% more Asset Metering Systems than will be audited, as agreed by BSCCo. Finalise sample of Asset Metering System to avoid bias towards any one party or type of Asset Metering Equipment and derive inspection and Desktop Audit schedule. Proceed to Section 3.6A (Inspection Visit – Asset Metering System) or Section 3.7A (Desktop Audit – Asset Metering System)	TAA		Lists of Asset Metering System Ids and associated Registrant and SVA MOA or AMMOA.	Internal process

© Elexon Limited 2025

3.2 Desktop Audit Selection Process – CVA and SVA

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.2.1	At PAB meeting	Agree and notify BSCCo of the size and scope of the Desktop Audit Sample.	PAB	BSCCo	Number of Desktop Audits to be completed in the audit year and the scope of the audit.	PAB Paper: Risk Operating Plan
3.2.2	Within 5 WD of 3.2.1	Confirm to the TAA, the size and scope of the Desktop Audit Sample.	BSCCo	TAA	Number and type of each Metering System to be audited via desktop.	Email or as agreed
3.2.3	If required (as directed by BSCCo), within 10 WD of. 3.2.2	Request information from each Registrant, MOA and LDSO for all relevant Metering Systems to be audited via desktop.	TAA BSCCo (as appropriate)	Registrant, LDSO (or NETSO) and MOA HHDC or ADS/CDCA (as appropriate)	Information about Metering Systems to be audited via desktop as requested.	Email or as agreed
3.2.4	If required (as directed by BSCCo), within 20 WD of receipt of request at 3.2.3	Provide information on all Metering Systems as requested.	Registrant, LDSO (or NETSO) and MOA HHDC or ADS/CDCA (as appropriate)	TAA BSCCo (as appropriate)	Information about Metering Systems to be audited via desktop as requested.	Email or as agreed
3.2.5	Upon on receipt of information (if required)	BSCCo will provide this information to the TAA.	BSCCo	TAA	Information about Metering Systems to be audited via desktop as requested.	Email or as agreed
3.2.6	Upon receipt of information or as directed by BSCCo	Randomly select the agreed number of each type of Metering System which comprises the agreed Desktop Audit Sample. Proceed to Section 3.7.	TAA		Select sample as instructed by BSCCo.	Internal process

© Elexon Limited 2025

3.2A Desktop Audit Selection Process – Asset Metering Systems

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.2A.1	At PAB meeting	Agree and notify BSCCo of the size and scope of the Desktop Audit Sample.	PAB	BSCCo	Number of Desktop Audits to be completed in the audit year and the scope of the audit.	PAB Paper: Risk Operating Plan
3.2A.2	Within 5 WD of 3.2A.1	Confirm to the TAA, the size and scope of the Desktop Audit Sample.	BSCCo	TAA	Number and type of each Asset Metering System to be audited via desktop.	Email or as agreed
3.2A.3	If required (as directed by BSCCo), within 10 WD of. 3.2A.2	Request information from each Registrant, SVA MOA or AMMOA and HHDC/AMHHDC for all relevant Asset Metering Systems to be audited via desktop.	TAA BSCCo (as appropriate)	Registrant, SVA MOA or AMMOA and HHDC/ AMHHDC (as appropriate)	Information about Metering Systems to be audited via desktop as requested.	Email or as agreed
3.2A.4	If required (as directed by BSCCo), within 20 WD of receipt of request at 3.2A.3	Provide information on all Asset Metering Systems as requested.	Registrant, SVA MOA or AMMOA and HHDC/ AMHHDC (as appropriate)	TAA BSCCo (as appropriate)	Information about Metering Systems to be audited via desktop as requested.	Email or as agreed
3.2A.5	Upon on receipt of information (if required)	BSCCo will provide this information to the TAA.	BSCCo	TAA	Information about Asset Metering Systems to be audited via desktop as requested.	Email or as agreed
3.2A.6	Upon receipt of information or as directed by BSCCo	Randomly select the agreed number of each type of Asset Metering System which comprises the agreed Desktop Audit Sample. Proceed to Section 3.7A.	TAA		Select sample as instructed by BSCCo.	Internal process

© Elexon Limited 2025

3.3 Specific Sample Selection Process – CVA and SVA

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3.1	At PAB meeting	Agree and notify BSCCo of Specific Sample.	PAB	BSCCo	Number and type of each Metering System to form Specific Sample.	PAB Paper: Risk Operating Plan
3.3.2	Within 5 WD of 3.3.1	Confirm to the TAA, the Specific Sample.	BSCCo	TAA	Number and type of each Metering System to form Specific Sample.	Email or as agreed
3.3.3	Within 10 WD of . 3.3.2	Request information from each Registrant, SVA MOA and LDSO for all relevant Specific Sample Metering Systems registered in SMRSs.	TAA BSCCo (as appropriate)	Registrant, LDSO (or NETSO), MOA and HHDC or ADS/CDCA (as appropriate)	Information about Specific Sample Metering Systems as requested.	Email or as agreed
3.3.4	Within 20 WD of receipt of request at 3.3.3	Provide information on all Specific Sample Metering Systems as requested.	Registrant, LDSO (or NETSO), SVA MOA and HHDC or ADS/CDCA (as appropriate)	TAA BSCCo (as appropriate)	Information about Specific Sample Metering Systems as requested.	Email or as agreed
3.3.5	Upon on receipt of information	BSCCo will provide this information to the TAA.	BSCCo	TAA	Information about Specific Sample Metering Systems.	Email or as agreed
3.3.6	Upon receipt of information	Randomly select the agreed number of each type of Metering System which comprises the agreed Specific Sample group.	TAA		Select sample as instructed by BSCCo.	Internal process

© Elexon Limited 2025

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3.7	At least 20 WD prior to the Inspection Visit	Request information.	TAA	SVA MOA Registrant (as necessary) HHDC or ADS/CDCA	Meter Technical Details. Additional Metering Equipment Technical Details. Retail Energy Code Metering Operations Schedule Appendix 2 and Appendix 3 Complex Site Supplementary Information Form, where applicable (SVA only).	Online database or other agreed method
3.3.8	Within 10 WD of receipt of request in 3.3.7 as necessary	Provide information (as necessary).	Registrant HHDC or ADS/CDCA	TAA	Meter Technical Details. Additional Metering Equipment Technical Details. Retail Energy Code Metering Operations Schedule Appendix 2 and Appendix 3Complex Site Supplementary Information Form, where applicable (SVA only).	Online database or other agreed method
3.3.9	On the day of the Inspection Visit or within 10 WD of receipt of TAA request in 3.3.7	Provide information	SVA MOA	TAA	Meter Technical Details. Additional Metering Equipment Technical Details Retail Energy Code Metering Operations Schedule Appendix 2 and Appendix 3Complex Site Supplementary Information Form, where applicable (SVA only)	Online database or other agreed method
3.3.10	Prior to Inspection Visit or Desktop Audit	Collate information required for inspection. Proceed to Section 3.6 (Inspection Visit – SVA and CVA Metering Systems) or Section 3.7 (Desktop Audit – SVA and CVA Metering Systems).	TAA			Internal process

© Elexon Limited 2025

3.3A Specific Sample Selection Process – Asset Metering Systems Only

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.3A.1	At PAB meeting	Agree and notify BSCCo of Specific Sample.	PAB	BSCCo	Number and type of each Asset Metering System to form Specific Sample.	PAB Paper: Risk Operating Plan
3.3A.2	Within 5 WD of 3.3A.1	Confirm to the TAA, the Specific Sample.	BSCCo	TAA	Number and type of each Asset Metering System to form Specific Sample.	Email or as agreed
3.3A.3	Within 10 WD of 3.3A.2	Request information from each Registrant, SVA MOA or AMMOA and HHDC/AMHHDC/ADS for all relevant Specific Sample Asset Metering Systems registered with the SVAA.	TAA BSCCo (as appropriate)	Registrant, SVA MOA or AMMOA and HHDC/ AMHHDC (as appropriate)	Information about Specific Sample Asset Metering Systems as requested.	Email or as agreed
3.3A.4	Within 20 WD of receipt of request at 3.3A.3	Provide information on all Specific Sample Metering Systems as requested.	Registrant, SVA MOA or AMMOA and HHDC/ AMHHDC (as appropriate)	TAA BSCCo (as appropriate)	Information about Specific Sample Asset Metering Systems as requested.	Email or as agreed
3.3A.5	On receipt of information (if appropriate)	BSCCo will provide this information to the TAA.	BSCCo	TAA	Information about Specific Sample Asset Metering Systems.	Email or as agreed
3.3A.6	Upon receipt of information	Randomly select the agreed number of each type of Asset Metering System which comprises the agreed Specific Sample group.	TAA		Select sample as instructed by BSCCo.	Internal process

© Elexon Limited 2025

3.4 [Code Reform]Determination of SVA and CVA Metering Systems for Targeted Inspection Visits and Desktop Audits

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.4.1	At any time	Provide information on SVA or CVA Metering Systems that may require a targeted Inspection Visit or Desktop Audit.	Market Participant, PAA, SAF ~~Panel~~, PAB or TAA BSCCo	BSCCo	Metering System with reasons and supporting evidence of suspected non-compliance.	Email or as agreed
3.4.2	Within 5 WD of receipt of information in 3.4.1	Determine Metering System that requires a targeted Inspection Visit or Desktop Audit.	BSCCo		Suspected non-compliance.	Internal process
3.4.3	Within 1 WD of 3.4.2.	Instruct the TAA to carry out a targeted Inspection Visit or Desktop Audit and inform the TAA of the urgency.	BSCCo	TAA	Metering System and reason for targeted Inspection Visit or Desktop Audit.	Email or as agreed
3.4.4	At least 10 WD prior to the Inspection Visit or Desktop Audit	Request information.	TAA	MOA Registrant (as necessary) HHDC or ADS or CDCA	Meter Technical Details Additional Metering Equipment Technical Details. Retail Energy Code Metering Operations Schedule Appendix 2 and Appendix 3Complex Site Supplementary Information Form, where applicable (SVA only).	Online database or other agreed method

© Elexon Limited 2025

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.4.5	Within 5 WD of receipt of the request in 3.4.4 as necessary	Provide information (as necessary).	Registrants	TAA	Meter Technical Details. Additional Metering Equipment Technical Details. Retail Energy Code Metering Operations Schedule Appendix 2 and Appendix 3Complex Site Supplementary Information Form, where applicable (SVA only).	Online database or other agreed method
3.4.6	Where CVA: Within 5 WD of receipt of TAA request in 3.3.4 Where SVA: On the day of the Inspection Visit or Desktop Audit or within 5 WD of receipt of TAA request in 3.4.4	Provide information.	MOA	TAA	Meter Technical Details. Additional Metering Equipment Technical Details. Retail Energy Code Metering Operations Schedule Appendix 2 and Appendix 3Complex Site Supplementary Information Form, where applicable (SVA only).	Online database or other agreed method
3.4.7	Within 5 WD of receipt of the request in 3.4.4	Provide information.	HHDC or CDCA or ADS	TAA	Meter Technical Details. Retail Energy Code Metering Operations Schedule Appendix 2 and Appendix 3Complex Site Supplementary Information Form, where applicable (SVA only).	Online database or other agreed method
3.4.8	Prior to Inspection Visit or Desktop Audit	Collate information required for Inspection Visit and proceed to section 3.6 Collate the information required for a Desktop Audit and proceed to Section 3.7.	TAA			Internal process

© Elexon Limited 2025

3.4A [Code Forum]Determination of Asset Metering Systems for Targeted Inspection Visits and Desktop Audits

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.4A.1	At any time	Provide information on Asset Metering Systems that may require a targeted Inspection Visit or Desktop Audit.	Market Participant, PAA, ~~Panel~~SAF, PAB or TAA BSCCo	BSCCo	Asset Metering System with reasons and supporting evidence of suspected non-compliance.	Email or as agreed
3.4A.2	Within 5 WD of receipt of information in 3.4A.1	Determine Asset Metering System that requires a targeted Inspection Visit or Desktop Audit.	BSCCo		Suspected non-compliance.	Internal process
3.4A.3	Within 1 WD of 3.4A.2.	Instruct the TAA to carry out a targeted Inspection Visit or Desktop Audit and inform the TAA of the urgency.	BSCCo	TAA	Asset Metering System and reason for targeted Inspection Visit or Desktop Audit.	Email or as agreed
3.4A.4	At least 10 WD prior to the Inspection Visit or Desktop Audit	Request information.	TAA	Registrant (as necessary) SVA MOA or AMMOA, HHDC/ AMHHDC (as appropriate)	Asset Meter Technical Details. Additional Asset Metering Equipment Technical Details. Asset Metering Complex Site Supplementary Information Form where applicable	Online database or other agreed method
3.4A.5	Within 5 WD of receipt of the request in 3.4A.4 as necessary	Provide information (as necessary).	Registrant HHDC/ AMHHDC (as appropriate)	TAA	Asset Meter Technical Details. Additional Asset Metering Equipment Technical Details. Asset Metering Complex Site Supplementary Information Form where applicable	Online database or other agreed method

© Elexon Limited 2025

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.4A.6	On the day of the Inspection Visit or Desktop Audit or within 5 WD of receipt of TAA request in 3.4A.4	Provide information	SVA MOA or AMMOA	TAA	Asset Meter Technical Details. Additional Asset Metering Equipment Technical Details. Asset Metering Complex Site Supplementary Information Form where applicable	Online database or other agreed method
3.4A.7	Prior to Inspection Visit or Desktop Audit	Collate information required for Inspection Visit and proceed to section 3.6A Collate the information required for a Desktop Audit and proceed to Section 3.7A.	TAA			Internal process

© Elexon Limited 2025

3.5 Selection of Metering Systems or Asset Metering Systems for Re-inspections

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.5.1	On a Quarterly basis	Identify Metering Systems or Asset Metering Systems that were found to be non-compliant and have since been notified as rectified. Randomly select Metering Systems or Asset Metering Systems agreed by BSCCo.	TAA		Previous inspection history. Percentages as agreed by BSCCo.	Internal process
3.5.2	Prior to Inspection Visit	Collate information for Inspection Visit and proceed to Section 3.6.5.for an SVA and CVA Metering System or proceed to Section 3.6A.5 for an Asset Metering System.	TAA			Internal process

© Elexon Limited 2025

3.6 Inspection Visit – SVA and CVA Metering Systems

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.6.1	At least 20 WD[3] prior to an Inspection Visit	Notify Registrant, LDSO (or the NETSO) and MOA of Metering System identified for Inspection Visit.	TAA	Registrant, LDSO (or NETSO) and MOA HHDC / CDCA/ADS	Date, time and Metering System to be inspected. (as detailed in Appendix 4.5.1 - BSCP27/01)	Online database or other agreed method
3.6.2	Within 10 WD of receipt of notification in 3.6.1.	Arrange for access to Metering System for the purposes of an Inspection Visit.	Registrant	MOA, Customer, and if necessary LDSO (or NETSO if appropriate)	Date, time and Metering System to be inspected.	Email or as agreed
3.6.3	At least 10 WD prior to an Inspection Visit	Notify the TAA and MOA of acceptance of impending Inspection Visit and those parties attending.	Registrant	TAA MOA	Acceptance of terms and required attendees of an impending Inspection Visit. (as detailed in Appendix 4.5.2 - BSCP27/02).	Online database or other agreed method
3.6.4	Where CVA: Within 10 WD of receipt of TAA request in 3.6.1 Where SVA: On the day of the Inspection Visit or within 10 WD of receipt of TAA request in 3.6.1	Registrant, LDSO (or the NETSO), MOA to provide required information to the TAA for the purposes of the Inspection Visit.	Registrant MOA LDSO (or NETSO)	TAA	Meter Technical Details. Additional Metering Equipment Technical Details. Retail Energy Code Metering Operations Schedule Appendix 2 and Appendix 3 Complex Site Supplementary Information Form, where applicable (SVA only).	Online database or other agreed method

[3] In the case of Inspection Visits to Metering Systems located offshore, the TAA shall provide a minimum of 90 WD notice. In such cases, where a visit has not taken place within 20 WD of the intended visit date, the TAA shall notify BSCCo, giving reasons for the failure. BSCCo may refer the matter to the Performance Assurance Board. In the case of Targeted Inspections, the TAA shall provide no more than 10 WD notice.

© Elexon Limited 2025

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.6.5	On the day of the Inspection Visit	TAA performs Inspection Visit with MOA and LSDO (or the NETSO) in attendance, is appropriate.	TAA MOA LDSO (or NETSO) if appropriate			
3.6.6	On completion of Inspection Visit Within 2 WD of completion of the Inspection Visit	TAA produces Inspection Visit findings and determines Metering System compliance. If a non compliance is identified, initiate process 3.8. If an observation is identified – notify the relevant parties If Inspection Visit is identified as compliant – notify the relevant parties.	TAA	Registrant and MOA, CDCA / HHDC/ADS, LDSO (or NETSO) if appropriate	Completed and signed Inspection Schedule	Online database or other agreed method
3.6.7	Within 2 WD of completion of Inspection Visit	Request current actual consumption data held by the CDCA or HHDC or ADS for the same period as recorded during the Inspection Visit.	TAA	CDCA or HHDC or ADS	Current actual consumption data held by the CDCA or HHDC or ADS for the same Settlement Period.	Email or as agreed
3.6.8	Within 5 WD of receipt of request	Provide HH data requested in 3.6.7.	CDCA or HHDC or ADS	TAA	HH data.	Online database or other agreed method
3.6.9	Within 2 WD of receipt of 3.6.8	TAA performs Consumption Data Comparison Check and determines Metering System compliance. If a non compliance is identified, initiate process 3.8. If an observation is identified – notify the relevant parties If Inspection Visit is identified as compliant – notify the relevant parties.	TAA	Registrant and MOA, HHDC / CDCA/ADS, LDSO (or NETSO) if appropriate	Completed, updated and signed Inspection Schedule.	Online database or other agreed method

© Elexon Limited 2025

3.6A Inspection Visit – Asset Metering Systems

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.6A.1	At least 20 WD prior to an Inspection Visit	Notify Registrant, HHDC/AMHHDC and SVA MOA or AMMOA of Asset Metering System identified for Inspection Visit. .	TAA	Registrant SVA MOA or AMMOA HHDC/ AMHHDC (as appropriate)	Date, time and Asset Metering System to be inspected. (as detailed in Appendix 4.5.1 - BSCP27/01)	Online database or other agreed method
3.6A.2	Within 10 WD of receipt of notification in 3.6A.1.	Arrange for access to Asset Metering System for the purposes of an Inspection Visit.	Registrant	SVA MOA or AMMOA Customer	Date, time and Asset Metering System to be inspected.	Email or as agreed
3.6A.3	At least 10 WD prior to an Inspection Visit	Notify the TAA and MOA or AMMOA of acceptance of impending Inspection Visit and those parties attending.	Registrant	TAA SVA MOA or AMMOA	Acceptance of terms and required attendees of an impending Inspection Visit. (as detailed in Appendix 4.5.2 - BSCP27/02).	Online database or other agreed method
3.6A.4	On the day of the Inspection Visit or within 10 WD of receipt of TAA request in 3.5A.1	Registrant and MOA or AMMOA to provide required information to the TAA for the purposes of the Inspection Visit.	Registrant SVA MOA or AMMOA	TAA	Asset Meter Technical Details. Additional Asset Metering Equipment Technical Details. Asset Metering Complex Site Supplementary Information Form where applicable	Online database or other agreed method
3.6A.5	On the day of the Inspection Visit	TAA performs Inspection Visit with SVA MOA or AMMOA and AMVLP in attendance, if appropriate.	TAA SVA MOA or AMMOA			

© Elexon Limited 2025

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.6A.6	On completion of Inspection Visit Within 2 WD of completion of the Inspection Visit	TAA produces Inspection Visit findings and determines Asset Metering System compliance. If a non compliance is identified, initiate process 3.8. If an observation is identified – notify the relevant parties If Inspection Visit is identified as compliant – notify the relevant parties.	TAA	Registrant SVA MOA or AMMOA HHDC/ AMHHDC (as appropriate)	Completed and signed Inspection Schedule	Online database or other agreed method
3.6A.7	Within 2 WD of completion of Inspection Visit	Request current actual consumption data held by the HHDC/AMHHDC for the same period as recorded during the Inspection Visit.	TAA	HHDC/ AMHHDC (if appropriate)	Current actual consumption data held by the HHDC and if applicable the AMHHDC for the same HH period.	Email or as agreed
3.6A.8	Within 5 WD of receipt of request	Provide HH data requested in 3.6A.7.	HHDC/ AMHHDC (if appropriate)	TAA	HH data.	Online database or other agreed method
3.6A.9	Within 2 WD of receipt of 3.6A.8	TAA performs Consumption Data Comparison Check and determines Metering System compliance. If a non compliance is identified, initiate process 3.8. If an observation is identified – notify the relevant parties If Inspection Visit is identified as compliant – notify the relevant parties.	TAA	Registrant SVA MOA or AMMOA HHDC/ AMHHDC (as appropriate)	Completed, updated and signed Inspection Schedule.	Online database or other agreed method

© Elexon Limited 2025

3.7 Desktop Audit– SVA and CVA Metering Systems

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.7.1	At least 15 WD prior to a Desktop Audit	Notify and provide an Evidence Request to the Registrant, LDSO (or NETSO), MOA and HHDC/CDCA/ADS (as appropriate) of Metering System identified for Desktop Audit. Confirm the date that the Desktop Audit will be completed.	TAA	Registrant	Metering System to be inspected and relevant documentation as outlined in the Evidence Request (as detailed in Appendix 4.5.6 – BSCP27/06)	Online database or other agreed method
3.7.2	Within 5 WD of 3.7.1	Commitment to provide the requested documentation and/or Consumption data, as outlined in the Evidence Request. Failure to confirm the Desktop Audit will result in a failed Desktop Audit and notification to the PAB (Continue to 3.8.1)	Registrant	TAA	Acceptance of terms	Online database or other agreed method
3.7.3	Within 1 WD of 3.7.2, and at least 10 WD prior to the date of the Desktop Audit	Notify and provide an Evidence Request to the, LDSO (or NETSO), MOA and HHDC/CDCA/ADS (as appropriate) of Metering System identified for Desktop Audit. Confirm the date that the Desktop Audit will be completed.	TAA	LDSO (or NETSO) and MOA HHDC/CDCA/ADS (as appropriate)	Metering System to be inspected and relevant documentation as outlined in the Evidence Request (as detailed in Appendix 4.5.6 – BSCP27/06)	Online database or other agreed method
3.7.4	Prior to the Desktop Audit	Provide the requested documentation and/or Consumption data, as outlined in the Evidence Request	Registrant, LDSO (or NETSO) and MOA HHDC/CDCA/ADS (as appropriate)	TAA	Acceptance of terms	Internal process
3.7.5	Prior to the Desktop Audit	Collate information required for Desktop Audit.	TAA			Internal process

© Elexon Limited 2025

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.7.6	On the date of the Desktop Audit specified in 3.7.1	TAA to complete the Desktop Audit	TAA			Internal process
3.7.7	Within 2 WD of 3.7.6	TAA produces Desktop Audit findings, determines Metering System compliance and outlines follow up actions, where required. If non-compliance is identified, initiate process 3.8 and, if deemed appropriate 3.6. If an observation is identified – notify the relevant parties and, if deemed appropriate initiate 3.6. If Desktop Audit findings are identified as compliant – notify all relevant parties	TAA	Registrant, LDSO (or NETSO) and MOA HHDC/CDCA/ADS (as appropriate)	Completed, updated Desktop Audit Schedule	Online database or other agreed method

© Elexon Limited 2025

3.7A Desktop Audit– Asset Metering Systems

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.7A.1	At least 15 WD prior to a Desktop Audit	Notify and provide an Evidence Request to the Registrant of Asset Metering System identified for Desktop Audit. Confirm the date that the Desktop Audit will be completed.	TAA	Registrant	Asset Metering System to be inspected and relevant documentation as outlined in the Evidence Request (as detailed in Appendix 4.5.6 – BSCP27/06)	Online database or other agreed method
3.7A.2	Within 5 WD of 3.7A.1	Commitment to provide the requested documentation and/or Consumption data, as outlined in the Evidence Request. Failure to confirm the Desktop Audit will result in a failed Desktop Audit and notification to the PAB (Continue to 3.8.1)	Registrant	TAA	Acceptance of terms	Online database or other agreed method
3.7A.3	Within 1 WD of 3.7A.2, and at least 10 WD prior to the date of the Desktop Audit	Notify and provide an Evidence Request to the SVA MOA or AMMOA and HHDC/AMHHDC of Asset Metering System identified for Desktop Audit. Confirm the date that the Desktop Audit will be completed.	TAA	SVA MOA or AMMOA HHDC/ AMHHDC (if appropriate)	Asset Metering System to be inspected and relevant documentation as outlined in the Evidence Request (as detailed in Appendix 4.5.6 – BSCP27/06)	Online database or other agreed method
3.7A.4	Prior to the Desktop Audit	Provide the requested documentation and/or Consumption data, as outlined in the Evidence Request	SVA MOA or AMMOA HHDC/ AMHHDC (if appropriate)	TAA	Relevant documentation as outlined in the Evidence Request (as detailed in Appendix 4.5.6 – BSCP27/06)	Online database or other agreed method
3.7A.5	Prior to the Desktop Audit	Collate information required for Desktop Audit.	TAA			Internal process

© Elexon Limited 2025

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.7A.6	On the date of the Desktop Audit specified in 3.7A.1	TAA to complete the Desktop Audit	TAA			Internal process
3.7A.7	Within 2 WD of 3.7A.6	TAA produces Desktop Audit findings, determines Asset Metering System compliance and outlines follow up actions, where required. If non-compliance is identified, initiate process 3.8 and, if deemed appropriate 3.6A. If an observation is identified – notify the relevant parties and, if deemed appropriate initiate 3.6A. If Desktop Audit findings are identified as compliant – notify all relevant parties	TAA	Registrant SVA MOA or AMMOA HHDC/ AMHHDC (if appropriate)	Completed, updated Desktop Audit Schedule	Online database or other agreed method

© Elexon Limited 2025

3.8 Category 1, 2 and CDCC Non-Compliance

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.8.1	Within 2 WD of completion of an Inspection Visit (3.6.5 or 3.6A.5) or Desktop Audit (3.7.6 or 3.7A.6)	Notify the Registrant, MOA, or AMMOA, and HHDC/CDCA/ADS of relevant of non-compliance. If the visit was a Targeted Audit, or a Category 1 or a Category A Non Compliance has been identified, notify BSCCo.	TAA	Registrant, MOA or AMMOA, HHDC, or ADS CDCA; BSCCo (for Targeted Audit and Category 1 and Category A Non Compliances only)	Specific details of non-compliance (Completed and signed Inspection Schedule or Desktop Audit Schedule).	Online database or other agreed method
3.8.1A	Within 1 WD of 3.8.1	Notify NC, Category 1 and Category A Non Compliances	BSCCo	EMR Settlement Services provider	Details of the non-compliance including the MSID relating to the applicable SVA or CVA Metering System and the nature of the non-compliance, or in the case of an Asset Metering System the AMSID(s) and the Asset Meter serial number relating to the applicable Asset Metering System.	Email or other agreed format
3.8.2	Within 2 WD of performing Consumption Data Comparison Check (3.6.9 or 3.6A.9)	Notify the Registrant, and CDCA/HHDC/AMHHDC/ADS of non-compliance. If relevant notify the MOA or AMMOA. If the visit was a Targeted Visit notify BSCCo.	TAA	Registrant, and HHDC/CDCA/AMHHDC/ADS; MOA or AMMOA (if appropriate); BSCCo (for Targeted Audit only)	Specific details of non-compliance (Completed and signed Audit Schedule).	Online database or other agreed method

© Elexon Limited 2025

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.8.3	Within 1 WD of receiving notification in 3.8.1 and 3.8.2.	Inform the TAA that a non-compliance notification has been received.	Registrant	TAA	Acknowledgement.	Online database or other agreed method
3.8.4	Within 10 WD of receiving a non-compliance notification in 3.8.1 & 3.8.2.	(a) Where the Registrant, MOA or AMMOA, HHDC or ADS, AMHHDC, CDCA agrees that Metering System is non-compliant; provide a rectification plan to the TAA or rectify the Metering System or Asset Metering System defects[4] and inform the TAA of action taken. Proceed to Section 3.8.7.	Registrant, MOA or AMMOA, HHDC or ADS, AMHHDC, CDCA,	TAA	Details of the Rectification action taken, or a rectification plan (Appendix 4.5.5 - BSCP27/05).	Online database or other agreed method
	Or following 3.8.6.	(b) Where the Registrant or MOA or AMMOA disagrees with the non-compliances raised; inform the TAA and follow the query process set out in 3.9.	Registrant, MOA or AMMOA	TAA	Non-compliance appealed and reason for disagreement	Online database or other agreed method

[4] It should be noted that it is the responsibility of the Registrant to progress any non-compliances associated with a Settlement Metering System. However, the MOA can progress the rectification of a non-compliance at the request of the Registrant and will follow the actions of the Registrant detailed in this process.

© Elexon Limited 2025

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.8.5	On 11th WD after notifying a Registrant of non-compliance	Where a query or appeal has *not* been received, and no rectification details or plan are received from the Registrant, MOA or AMMOA, or HHDC/CDCA/AMHHDC/ADS a) For Category 1 and Category A non-compliances, or Category 2 and Category B non-compliances that are linked to a Category 1 or Category A non-compliance, send a reminder to the Registrant, MOA or AMMOA, and HHDC/CDCA/AMHHDC, requesting a rectification plan or details of the rectification action taken.	TAA	Registrant, MOA or AMMOA or HHDC/CDCA/AMHHDC /ADS	Details of non-compliance and request for rectification plan or details of the rectification action taken.	Online database or other agreed method
3.8.6	Within 1 WD of receiving the reminder detailed in 3.8.5.	Inform the TAA that a reminder notification has been received and proceed to 3.8.4.	Registrant, MOA or AMMOA and HHDC/ CDCA/AMHHDC/ADS	TAA	Acknowledgement of reminder notification.	Online database or other agreed method
3.8.7	Within 3 WD of 3.8.6	Where no rectification plan or details of the rectification action taken are received, the TAA will report the instances to BSCCo. (a) The TAA will inform the Registrant, MOA or AMMOA, and HHDC/CDCA/AMHHDC/ADS that they have failed to provide adequate rectification details and have been reported to BSCCo. (b) BSCCo will confirm to the Registrant that it is investigating the issue[5].	TAA TAA BSCCo	BSCCo Registrant, MOA or AMMOA, or HHDC/CDCA/AMHHDC/ADS Registrant		Email or as agreed

[5] This may result in escalation to the PAB.

© Elexon Limited 2025

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.8.8	Within 2 WD of 3.8.4a or following 3.8.9a	Analyse the Information provided.	TAA			Internal process
		(a) Where the Registrant, MOA AMMOA, or HHDC/CDCA/AMHHDC/ADS has provided adequate information to show the rectification action is complete, close the non-compliance and notify the Registrant. MOA or AMMOA, and HHDC/ AMHHDC CDCA/ADS. **Process ends.**		Registrant, MOA or AMMOA and HHDC/CDCA/AMHHDC/ADS		Online database or other agreed method
		(b) Where the Registrant, MOA or AMMOA, or HHDC/CDCA/AMHHDC/ADS does not provide adequate information to show the rectification action is complete; or a complete rectification plan, notify the Registrant, MOA or AMMOA, and HHDC/CDCA/AMHHDC/ADS with the reasons and proceed to 3.8.3.		Registrant, MOA or AMMOA and HHDC/CDCA/AMHHDC/ADS		Online database or other agreed method
		(c) Where the Registrant, MOA or AMMOA, or HHDC/CDCA/AMHHDC/ADS provides an adequate rectification plan, notify the Registrant and MOA or AMMOA, and HHDC/CDCA/AMHHDC/ADS that the plan is satisfactory.		Registrant, MOA or AMMOA and HHDC/CDCA/AMHHDC/ADS		Online database or other agreed method

© Elexon Limited 2025

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.8.9	As appropriate for the milestones in the rectification plan.	Monitor completion of milestones in the rectification plan. Analyse the information required.	TAA			Internal process
		(a) Where the milestones have been met provide confirmation to the Registrant, MOA or AMMOA, HHDC/CDCA/AMHHDC/ADS, and BSCCo. If the final milestone has been met proceed to 3.8.8a.		Registrant, MOA or AMMOA, HHDC/CDCA/AMHHDC/ADS and BSCCo		Online database or other agreed method
		(b) Where the milestones have not been met or no information is received regarding the completion of milestones from the Registrant, MOA or AMMOA, or HHDC/CDCA/AMHHDC/ADS, Go to 3.8.7.	TAA			Online database or other agreed method

© Elexon Limited 2025

3.8A Category 1 Non-Compliance Materiality Calculation

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.8A.1	Within 2 WD of 3.6.1 and where a Category 1 Non Compliance has been identified	Request Settlement Period consumption data held by the HHDC/CDCA/ADS.	BSCCo	HHDC/CDCA/ADS	Settlement Period consumption data for the period affected by Category 1 Non Compliance.	Email or other agreed format
3.8A.2	Within 5 WD of 3.8A.1	Provide Settlement Period consumption data requested in 3.8A.1	HHDC, CDCA/ADS	BSCCo	Settlement Period consumption data for the period affected by Category 1 Non Compliance.	Email or other agreed format
3.8A.3	Within 2 WD of 3.8A.2	Perform estimated metered net error materiality calculation.	BSCCo		Estimated metered net error materiality.	Online database or other agreed method

© Elexon Limited 2025

3.9 Queries

Ref	When	Action	From	To	Information Required	Method
3.9.1	Following 3.8.4b	The Registrant, MOA or AMMOA, or HHDC/CDCA/AMHHDC/ADS raises a query with the TAA.	Registrant MOA or AMMOA HHDC/CDCA/ AMHHDC/ADS	TAA	Party details, Contact details and Supporting information.	Online database or other agreed method
3.9.2	Within 5 WD of 3.9.1	The TAA will review the information and record a summary of all discussions and information gathered.	TAA		A summary of all discussions and information gathered.	Online database or other agreed method
3.9.3	Within 5 WDs of 3.9.1 (and in parallel with 3.9.2)	The TAA will present its decision to the raising party.	TAA	Registrant MOA or AMMOA HHDC/CDCA/ AMHHDC/ADS	Supporting information.	Online database or other agreed method
3.9.4	Following 3.9.3	The raising party will consider the TAAs decision, if agrees the TAA will leave the non-compliance open as it is considered valid. Go to 3.6 for SVA and CVA Metering Systems or 3.6A for Asset Metering Systems.	Registrant MOA or AMMOA HHDC/CDCA/ AMHHDC/ADS	TAA		Online database or other agreed method
3.9.5	Following 3.9.3	If the raising party disagrees with the TAAs decision, the TAA will initiate the query arbitration process (which escalates the decision process to a senior member of the TAA).	TAA			Internal process
3.9.6	Following 3.9.5	The raising party will consider the TAAs escalated decision, if agrees the TAA will leave the non-compliance open as it is considered valid. Go to 3.8.	Registrant MOA or AMMOA HHDC/CDCA/ AMHHDC/ADS	TAA		Online database or other agreed method

© Elexon Limited 2025

Ref	When	Action	From	To	Information Required	Method
3.9.7	Following 3.9.5	If the raising party disagrees with the TAAs escalated decision the raising party may escalate the query to BSCCo for consideration.	Registrant MOA or AMMOA HHDC/CDCA/ AMHHDC/ADS	BSCCo	Supporting information.	Email or as agreed
3.9.8	Following 3.9.7	BSCCo will consider the raising party's issue and inform them of its decision.	BSCCo	Registrant MOA or AMMOA HHDC/CDCA/ AMHHDC/ADS		Email or as agreed
3.9.9	Following 3.9.8.	If the raising party disagrees with BSCCo's decision the raising party may raise an appeal, to be considered by the PAB. If so, proceed to the appeal process (3.10).	Registrant MOA or AMMOA HHDC/CDCA/ AMHHDC/ADS			Online database or other agreed method

3.10 Appeal Process

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.10.1	Registrant raises an appeal	The Registrant raises an appeal against a specific non-compliance.	Registrant	TAA	Reasons why the non-compliance has been appealed.	Online database or other agreed method

© Elexon Limited 2025

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.10.2	Following 3.10.1	The TAA notifies BSCCo that an appeal has been raised and provides all relevant information.	TAA	BSCCo	Reasons why the non-compliance has been appealed. Any information from the Query process. Any supporting evidence.	Online database or other agreed method
3.10.3	Within 20 WD of receipt of appeal.	BSCCo considers the grounds for the appeal and decides that: (a) The appeal is valid and withdraws the non-compliance and informs the Registrant of the decision and that the appeal is now closed. **Process ends.** (b) The appeal is not valid and informs the Registrant that the non-compliance will be upheld.	BSCCo	Registrant Registrant	Reasons why the non-compliance has been appealed. Details of why the non-compliance has been removed. Details of why non-compliance is still valid.	Internal process Email or as agreed Email or as agreed
3.10.4	Following 3.10.3.	BSCCo directs the TAA to take any action required. (a) The appeal is valid and withdraws the non-compliance. **Process ends.** (b) The appeal is not valid and the non-compliance will be upheld.	BSCCo	TAA	Reasons why the non-compliance has been appealed. Details of why the non-compliance has been removed. Details of why non-compliance is still valid.	Email or as agreed

© Elexon Limited 2025

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.10.5	Within 5 WD of receiving notification in 3.10.4	Registrant considers appeal decision. (a) If Registrant accepts decision; inform BSCCo. Proceed to 3.8.3. (b) If Registrant still disagrees with the non-compliance, acknowledge receipt of decision. Notify BSCCo that they wish to present appeal to the PAB[6]. The Registrant may request attendance at the next PAB meeting.	Registrant	BSCCo BSCCo	Reasons why the non-compliance has been upheld. Acknowledgement of receipt of appeal decision. Reasons why the non-compliance has been appealed.	Email or as agreed
3.10.6	Within 1 WD of receipt of the appeal details in 3.10.4	Notify the TAA of appeal to PAB.	BSCCo	TAA	Reasons why the non-compliance has been appealed.	Email or as agreed
3.10.7	At next appropriate meeting of the PAB.	BSCCo reports the appeal details to the PAB for decision.	BSCCo	PAB	Details of non-compliance and details of why the non-compliance has been appealed by the Registrant	PAB Paper
3.10.8	At PAB meeting	PAB considers the grounds of the appeal and decides whether to uphold or withdraw the non-compliance. (a) The PAB decides that the appeal is valid and informs the relevant parties to withdraw the non-compliance. **Process ends.** (b) The PAB decides that the appeal is not valid and informs the relevant parties to continue with the non-compliance procedure. Proceed to 3.8.3.	PAB PAB via BSCCo PAB via BSCCo	 Registrant TAA Registrant TAA	Reasons why the non-compliance has been appealed, all relevant supporting information and the report from the TAA and BSCCo. The PAB's decision and reasons. The PAB's decision and reasons.	Internal Process Email or as agreed Email or as agreed

[6] BSCCo~~The Panel~~ have delegated authority to the PAB.

© Elexon Limited 2025

3.11 Reporting

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
3.11.1	Monthly	Provide BSCCo with a report of the results of all Inspection Visits and Desktop Audits completed in the previous month and details of all outstanding non-compliances and progress of these outstanding non-compliances.	TAA	BSCCo		Online database or other agreed method
3.11.2	On or before PAB paper day	At the discretion of the BSCCo, provide the PAB with details of Inspection Visits and Desktop Audits completed by the TAA in the previous month and details of all outstanding non-compliances.	BSCCo	PAB		PAB Paper
3.11.3	At the PAB meeting	Determine what action, if any, needs to be taken in respect of a non-compliant Registrant. The PAB may also choose to initiate the Removal of Qualification Process for a MOA or AMMOA and HHDC or AMHHDC.	PAB		Details of Inspection Visits and Desktop Audits completed by the TAA in the previous month and details of all outstanding non-compliances.	Removal of Qualification Process is defined in BSCP537.

© Elexon Limited 2025

4 Appendices

4.1 Description of Inspection Checks

This appendix describes the tests & checks that may be required to be carried out by the TAA as part of an Inspection Visit, as determined by the PAB. This is not an exhaustive list.

4.1.1 Measurement Transformer Specification (where appropriate)

Where possible check the:

(a) Ratio, class, rated burden and polarity from the labels physically attached to the measurement transformers and/or the identification plates attached to switchgear or other enclosures containing measurement transformers (in practice this will not always be practical for safety reasons). And

(b) Test records/certificates detailing specific measured errors held by the LDSO, or equipment owner, associated with the measurement transformers on site or from agreed Generic CT/VT certificates (SVA) in the case of CTs and VTs.

4.1.2 Meter Technical Details

Check to ensure that the actual Meter Technical Details conform to those recorded in Settlement Systems using:

(a) Information provided by the CDCA (CVA), Registrant (SVA/Asset Metering Systems) or Party Agent in accordance with Section 1.14 of this BSCP, including any measurement transformer error offsets & commissioning details.

(b) Information supplied to the CDCA, HHDC, AMHHDC, ADS and MOA or AMMOA.

(This may require a remote/local interrogation of data for comparison purposes).

4.1.3 Accuracy

The following checks should be performed to verify the overall accuracy requirements of the Metering System or Asset Metering System:

(a) Measurement transformers relate to test certificates provided;

(b) Meter - test certificate calibration details are in accordance with requirements in CoP Four, or for Asset Meters in accordance with requirements in CoP Eleven;

(c) Metering Equipment, or Asset Metering Equipment installed is in accordance with the relevant CoP and where required the Main and Check Meters, or Asset Meters are correctly identified.

The overall accuracy is to be determined by the TAA and shall be within the requirements of the applicable CoP.

© Elexon Limited 2025

OFFICIAL

4.1.4 Correct Energy Measurement Check

To verify that the Metering System, or Asset Metering System, is recording the correct amount of energy, checks shall be carried out that compare the primary load with that being recorded by the Metering System, or Asset Metering System. However, due to the possible restrictive physical location of the primary conductors and Plant at an installation, access may be limited. Where this is the case, other suitable methods may be used to determine correct measurement.

For SVA and Asset Metering sites installations can be divided up into the following three categories:

(a) LV whole current;

(b) LV, CT operated;

(c) HV, CT & VT operated.

Sites that fall into categories (a) and (b) will prove to be the most accessible for prevailing load checks. Sites in category (c) may be more difficult to access, but it is often possible to use a clip-on ammeter around the current transformer cables where access to switchgear is restricted.

Note: When all preferred methods of checking the prevailing load fails, other suitable engineering methods may be adopted to establish correct measurement.

Methods of establishing primary load (in order of preference):

1. The demand (derived from independently measured primary values) shall be compared to the Meter's, or Asset Meter's, instantaneous demand reading for the same period; or

2. The demand (derived from independently measured secondary values where the primary/secondary ratios can be established) shall be compared to the Meter's, or Asset Meter's, demand reading for the same period; or

3. Where appropriate an alternative measurement device shall be used for comparison with that of the Settlement Meter, or Asset Meter's; or

4. The MOA or AMMOA shall provide the TAA with appropriate commissioning records. The TAA is required to establish that these details sufficiently verify that the Meter, or Asset Meter, has been proven to be operating correctly during commissioning; or

5. In the event that none of the above is possible, the TAA will notify BSCCo giving the reasons. (This recognises that if 1 to 4 are not possible additional checks do not add value.)

© Elexon Limited 2025

OFFICIAL

4.1.5 Consumption Data Comparison Check

The TAA shall compare the metered energy data for one half hour recorded at the time of the Inspection Visit with the consumption data held by the HHDC or ADS (in the case of Asset Metering Systems this could also be held by the AMHHDC acting as the data retriever) or CDCA for that same half-hour period. If the values differ by more than agreed tolerances the TAA will issue a non-compliance. This check can take place on site or off site at the discretion of the TAA and either method forms part of the Inspection Visit.

The tolerances will be agreed from time to time by the PAB.

In order to obtain and verify stored Meter, or Asset Meter, data values that are eventually transferred to the HHDC or ADS (in the case of Asset Metering Systems this could also be held by the AMHHDC acting as the data retriever) or CDCA, it will be necessary to use a Hand Held Unit running relevant approved Hand Held Unit protocol to download data from the Meter, Asset Meter or Outstation. This process will also provide engineering units (e.g. kW half hours) or raw pulses and some standing data. Once the pulse multiplier or constant (e.g. a multiplication constant of 0.5 is required to convert kW/MW half hour values to kWh/MWh half hour values) is applied the kWh/MWh value can be compared with the consumption data held by the CDCA or HHDC or AMHHDC (if applicable) and the Meter's, or Asset Meter's (displayed[7]) cumulative advance over the same half hour period. The kWh/MWh value will also be compared with the measured value obtained from the Correct Energy Measurement Check.

This Consumption Data Comparison Check shall take the following format:

1. Compare the Meter, or Asset Meter, Technical Details provided by both the HHDC or ADS or CDCA or AMHHDC and MOA or AMMOA with that observed on-site. Consideration should also be given to Commissioning and historic proving test information.

2. Take a reading (for the dominant Active Energy flow direction at the time) of the cumulative register on the Meter's or Asset Meter's display[7] at the beginning and end of the same half hour period that is to be downloaded from the Meter's, or Asset Meter's Outstation and requested from the CDCA or HHDC or ADS or AMHHDC as applicable.

3. Using the Meter, or Asset Meter, Register Multiplier, calculate the true Meter, or Asset Meter, register half hour advance for that half hour period.

   This cumulative Meter, or Asset Meter, register half hour advance shall also be used to confirm the findings from the Correct Energy Measurement Check where, ideally, the readings for that check were taken within the same half hour period and the load (or generation) was relatively constant during that period. The TAA shall use its discretion, bearing in mind the predictability of the load (or generation), where the readings weren't taken in the same half hour period.

[7] Where an Asset Meter does not have a display the MOA or AMMOA shall provide cumulative readings using manufacturer's software.

© Elexon Limited 2025

OFFICIAL

4. Download a half hour reading from the Meter's, or Asset Meter's, Outstation and convert the value (raw pulses or engineering units) into a kWh half hour reading (for SVA registered Metering Systems and Asset Metering Systems) or

5. Request the current actual consumption data held by the CDCA or HHDC or ADS or AMHHDC for the same half hour period and compare the energy recorded by the Settlement Meter, or Asset Meter (cumulative Meter register half hour advance) and its associated Outstation(s) (half hour value) with the energy value held in the CDCA or HHDC or ADS or AMHHDC systems which will be submitted to Settlement.

One Active Energy channel will be requested unless a non-compliance is identified.

4.1.6 Code of Practice Compliance

All points to be checked as specified in the appropriate CoP.

4.1.7 Quality of Installation

All points to be checked as specified in the applicable CoP, including:

(a) Labelling of equipment.

(b) General standard of installation i.e. good working practice.

4.1.8 BSCCo will perform an estimated metered error calculation, to be included in the Annual Report to the PAB, to provide an indication of the impact of errors on Settlement, in particular the impact that category 1 non-compliances may be having, this will mean that BSCCo will need to record the estimated materiality for all category 1 non-compliances.

This estimated net error calculation shall take the following format:

(a) Calculate the percentage error.

(b) Using the percentage error, calculate what would have been in Settlement if the error had not occurred.

(c) Calculate the difference between what should have been in Settlement and what is actually in Settlement to provide a materiality in MWh.

4.2 Not Used

© Elexon Limited 2025

OFFICIAL

4.3 [Code Reform]Provision of Measurement Transformer Certificates for Metering Equipment and Asset Metering Equipment

4.3.1 Objective

BSC Parties require assurance that Metering Equipment and Asset Metering Equipment operates within the accuracy limits defined in the appropriate CoP. As part of the process of establishing this assurance, evidence is required of the measurement transformer errors associated with the Metering System. This section explains the process involved in achieving such assurance.

4.3.2 Ownership

In the context of this BSCP, Equipment Owner is defined as the owner of the measurement transformers which form part of the Metering System or Asset Metering System.

4.3.3 Responsibilities

The MOA or AMMOA responsibilities are as stated in the Code and Code Subsidiary Documents and for SVA MOAs, with regards to SVA Metering Systems, the Retail Energy Code Metering Operations Schedule.

The Equipment Owners responsibilities regarding the provision of measurement transformer certificates and co-operation with the MOA or AMMOA, are stated in the Code and Code Subsidiary Documents and for SVA MOAs the Retail Energy Code Metering Operations Schedule.

The MOA or AMMOA should request the measurement transformer certificates from the Equipment Owner. The Equipment Owner should provide these certificates to MOA or AMMOA within the required timescales. Consistent failure to do so may lead to the Equipment Owner being requested to explain why to the PAB.

4.3.4 Procedures for CoP1, CoP2, S1 and S2

The MOA should obtain the necessary measurement transformer test certificates from the Equipment Owner. This should be provided within 10 WD of the request.

If the necessary test certificates are not immediately available, the Equipment Owner shall advise the MOA of that situation (**within 10 WD of the request**) and state what steps are being taken to obtain the test certificates associated with the measurement transformers for that circuit/Site.

If the Equipment Owner does not have the necessary test certificates readily available, the Equipment Owner should request copies of the original test certificates. Where these are obtained, they should then be supplied to the MOA as soon as possible after the request from the MOA.

If the required test certificates are not available, the Equipment Owner must either:

(a) Quote errors for a measurement transformer of similar characteristics, e.g. accuracy class, ratio, burden rating, manufacturer, type, age, etc; or

© Elexon Limited 2025

OFFICIAL

(b) Obtain measurement transformer errors by testing; or

(c) Replace the installed units by units with known errors at the earliest opportunity.

In either of (a) or (b) above, the Equipment Owner shall provide evidence to support the errors provided. This information shall be passed to the MOA within a further period of 10 WD of the errors being established.

The MOA will, as required, provide to the TAA the information supplied by the Equipment Owner.

4.3.5 Procedures for CoP3, CoP5, S3 and S5

The MOA should obtain the necessary measurement transformer error certificates from the Equipment Owner. This should be provided within 10 WD of the request[8].

If the necessary error certificates are not readily available the Equipment Owner must provide the MOA, (**still within the 10 WD of the request**), with one of the following:

Copies of the original certificates

A generic certificate.

A generic certificate needs to be approved by BSCCo~~the Panel~~. In order to approve a generic certificate, BSCCo ~~the Panel~~ requires evidence that the statistical analysis method used is robust. The statistical analysis needs to be specific to ratio, make, rating, class and type.

When carrying out an audit the TAA will ask the MOA for the measurement transformer error certificates. The MOA will provide to the TAA, the information provided by the LDSO.

4.3.6 Procedures for CoP11 – Asset Metering System

The SVA MOA, or if applicable the AMVLP should obtain the necessary measurement transformer error certificates from the Equipment Owner. This should be provided within 10 WD of the request[8].

If the necessary error certificates are not readily available the Equipment Owner must provide the SVA MOA, (**still within the 10 WD of the request**), with one of the following:

- Copies of the original certificates; or
- A generic certificate.

A generic certificate needs to be approved by BSCCo~~the Panel~~. In order to approve a generic certificate, BSCCo ~~the Panel~~ requires evidence that the statistical analysis

[8] Where the LV CTs are of accuracy class 0.5 or below the TAA will not require the MOA to obtain the CT certificates and the error shall be deemed that of the accuracy class in both directions for the purpose of establishing the overall error.

© Elexon Limited 2025

OFFICIAL

method used is robust. The statistical analysis needs to be specific to ratio, make, rating, class and type.

When carrying out an audit the TAA will ask the SVA MOA for the measurement transformer error certificates. The SVA MOA, or AMVLP if applicable, will provide to the TAA, the information provided by the Equipment Owner.

4.4 Non-compliances Categorised as 'Not Rectified'

This appendix describes the processes once a Category 2 or B non-compliance has been listed as 'Not Rectified'.

Each Audit Year, Elexon will process the 'Not Rectified' figures, draw out common trends, and provide insights for the BSC Audit lead to consider when developing the BSC Audit Scope. Furthermore, 'Not Rectified' trends may inform TAM Audit samples. Therefore, the audit outputs listed as 'Not Rectified', may generate TAM Target Samples or BSC Audit Workpapers targeting a Parties processes.

Elexon will reset statistics at the beginning of each Audit Year and archive the 'Not Rectified' data from the previous year.

4.5 Details of Forms for use in Technical Assurance

For the purposes of Technical Assurance the following forms can be utilised. However all exchange of information required[9] is encouraged through the use of the software system, as used by the TAA:

BSCP27/01 - Notification of an Inspection Visit.

BSCP27/02 **-** Confirmation of Attendance at Technical Assurance Inspection Visit.

BSCP27/03 – No longer used

BSCP27/04 – No longer used

BSCP27/05 - Rectification Plan

BSCP27/06 - Desktop Audit Evidence Request

4.5.1 Notice of Inspection Visit – BSCP27/01

This form, BSCP27/01, is used by the TAA to inform the Registrant of impending Inspection Visits. It contains the date, time and site address for the Inspection Visit. The Registrant is required to respond (by acknowledgement) to this notice in a timely manner; failure to do so may result in the matter being escalated to the PAB.

4.5.2 Confirmation of Attendance – BSCP27/02

This form, BSCP27/02, is used by the Registrant to confirm attendance at an impending Inspection Visit and acceptance of the arrangements requested by the TAA. It is sent in response to a BSCP27/01 form. Failure to respond to this confirmation in a timely manner may be reported to the PAB.

[9] The TAA is able to request any additional information in relation to any Metering System, and is not restricted to the Metering Systems which are being physically audited.

© Elexon Limited 2025

OFFICIAL

4.5.3 Inspection Schedule for Half Hourly Metering Systems – Part 1 – BSCP27/03

No longer used.

4.5.4 Inspection Schedule for Half Hourly Metering Systems – Part 2 – BSCP27/04

No longer used.

4.5.5 Rectification Plan – BSCP27/05

This form is used by the Registrant, MOA or AMMOA and the HHDC or ADS AMHHDC / CDCA to provide details to the TAA and/or BSCCo of the action that the party intends to take in order to rectify the non-compliance. Details of all relevant milestones should also be included.

4.5.6 Desktop Audit Evidence Request – BSCP27/06

This form is used by the TAA to inform the Registrant and relevant parties of impending Desktop Audits. It contains the date and time of the Desktop Audit and requests the documentation required to complete the Desktop Audit. The Registrant is required to respond (by acknowledgement) to this request within 5 Working Days; failure to do so may result in the matter being escalated to the PAB.

4.6 Forms

Details of all forms follow below in section 4.5.1.

All forms must contain the information stipulated.

4.6.1 BSCP27/01 - Notification of Inspection Visit SVA / CVA

The form must contain the following data items:

Contact Details:

- To
- From
- Email address

Date

Number of Pages (only if Faxing)

List of planned Inspection Visits with the following details:

- Date
- Time
- MSID or AMSID
- Visit Ref
- Site Name / Address
- Attendees

Details that the Registrant must send or facilitate sending prior to the Inspection Visit:

© Elexon Limited 2025

- Meter, or Asset Meter, Test Certificates for all listed MSIDs or AMSIDs
- Test Certificates for all Measurement Transformers for all listed MSIDs or AMSIDs
- Commissioning documentation
- Compensation calculations (including Transformer Losses, etc), on a circuit by circuit basis
- Metering Equipment Alarm reporting procedure
- And all other reasonable requests made by the TAA

The TAA must stipulate which areas it will require access to, e.g. Metering Equipment Room, Central Control Room, Gen Alternator Pit, Gen VT Chamber, CT / VT's, substations (this list is not exhaustive).

4.6.2 BSCP27/02 - Confirmation of Attendance at Technical Assurance Visit

The form must contain the following data items:

Contact Details:

- To
- From
- Email address

Date

Number of Pages (only if Faxing)

Written confirmation of Attendance at the TAA visit

Contact details for the site (per MSID):

- MSID or AMSID
- Contact
- Company
- Telephone Number
- TAA visit Reference

Attending Parties:

- Meter Operator Agent Contact or AMMOA
- Registrant Contact
- LDSO Contact (Not required for Asset Metering Systems)
- Customer Contact

© Elexon Limited 2025

OFFICIAL

4.6.3 BSCP27/03 - Not used

4.6.4 BSCP27/04 - Not used

4.6.5 BSCP27/05 - Rectification Plan Proforma

The form must contain the following data items:

Registrant

MOA or AMMOA

HHDC or ADS and where appropriate AMHHDC

LDSO

Contact Details:

- Telephone number
- Email address

MSID or AMSID

TAA Site Visit Reference

Registrant Ref Number

Site Name & Address

Non Compliances - 1 rectification plan per non compliance:

- Category
- Associated Rectification Action
- Target date for completion
- Key Milestones (e.g. MTDs provided by specific date)
- Where the responsibility is for completing the action

4.6.6 BSCP27/06 – Desktop Audit Evidence Request

The form must contain the following data items:

Contact Details:

- To
- From
- Email address

Date

List of planned Desktop Audits with the following details:

© Elexon Limited 2025

OFFICIAL

- Date
- Time
- MSID or AMSID
- Visit Ref
- Site Name

AMENDMENT RECORD – BSCP27

Version	Date	Description of Changes	Changes Included	~~Mods/ Panel/ Committee Refs~~Approval References
1.0	01/06/04	New BSCP (This BSCP supersedes BSCP526 and BSCP26)	CP998	
2.0	BETTA Effective Date	BETTA 6.3 and SVA February 2005 Release	CP1091 and BETTA 6.3	SVG/48/004
3.0	02/11/05	CVA Nov 05 Release	CP1062 version 1	SVG/56/014
4.0	22/02/07	Reformatted and Changes for CP1176 Updated following industry review	CP1164 CP1172 CP1176	SVG/68/04 ISG/69/01 ISG/66/06 SVG/66/04 ISG/68/002 SVG/67/002
5.0	23/08/07	P197 Release	P197	
6.0	01/11/07	November 07 Release	CP1195 CP1210	ISG77/03 SVG77/04 ISG79/02 SVG79/02
7.0	28/02/08	February 08 Release	CP1212	ISG81/01 SVG81/01
8.0	26/06/08	June 08 Release	CP1223	SVG84/02 ISG84/01 TDC109/01 PAB84/11
9.0	26/11/08	P207 Release	P207	ISG91/01 SVG91/06
10.0	25/06/09	June 09 Release	CP1265	ISG97/01 SVG97/01
11.0	24/06/10	June 10 Release	CP1324	ISG111/03
12.0	29/03/2013	29 March 2013	CP1379	PAB135/07 ISG139/01 SVG141/06

© Elexon Limited 2025

Version	Date	Description of Changes	Changes Included	~~Mods/ Panel/ Committee Refs~~Approval References
13.0	27/02/2014	February 2014 Release	CP1393	PAB152/05 ISG149/07 SVG152/06
14.0	26/02/2015	February 2015 Release	ORD005[10]	Secretary of State
15.0	05/11/2015	November 2015 Release	P319 Self-Governance	Panel 239/07
16.0	30/06/2016	June 2016 Release	CP1454	ISG179/01 SVG182/02
17.0	03/11/2016	November 2016 Release	CP1463	ISG184/06 SVG187/02
18.0	22/02/2018	February 2018 Release	CP1490	ISG197/05, SVG199/04
19.0	29/03/2019	29 March 2019 Standalone Release	P369	P285/12
20.0	27/02/2020	February 2020 Release	P391 Self-Governance	P295/08
21.0	01/09/2021	1 September 2021 Non-Standard Release	P420	P316/05
22.0	04/11/2021	4 November 2021 Standard Release	CP1545	ISG244/02 SVG246/04
23.0	30/06/2022	30 June 2022 Standard Release	P375, P433	P309/06, P322/05
24.0	01/10/2024	01 October 2024 Non-Standard Release	ORD009	Directed by Secretary of State
25.0	22/09/2025	22 September 2025 Non-Standard Release	P478, CP1605	Panel 355A/02, SVG293/02, ISG291/02
26.0	27/11/2025	27 November 2025 Special Release	P483	

[10] ORD005 was Directed by the Secretary of State on 1 August 2014

© Elexon Limited 2025

Intellectual Property Rights, Copyright and Disclaimer

The copyright and other intellectual property rights in this document are vested in Elexon or appear with the consent of the copyright owner. These materials are made available for you for the purposes of your participation in the electricity industry. If you have an interest in the electricity industry, you may view, download, copy, distribute, modify, transmit, publish, sell or create derivative works (in whatever format) from this document or in other cases use for personal academic or other non-commercial purposes. All copyright and other proprietary notices contained in the document must be retained on any copy you make.

All other rights of the copyright owner not expressly dealt with above are reserved.

No representation, warranty or guarantee is made that the information in this document is accurate or complete. While care is taken in the collection and provision of this information, Elexon Limited shall not be liable for any errors, omissions, misstatements or mistakes in any information or damages resulting from the use of this information or action taken in reliance on it.

© Elexon Limited 2025