BSC Procedure 301 relating to Clearing, Invoicing and Payment

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

2. This is BSC Procedure 301, Version 22.0 relating to Clearing, Invoicing and Payment.

3. This BSC Procedure is effective from 28 April 2025.

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

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1 Introduction

1.1 Purpose and Scope of the Procedure

This BSCP defines the processes that the Funds Administration Agent (FAA) shall use to carry out the transfer of funds in respect of Settlement between Parties and the Code Clearer for Trading Charges, Ad Hoc Trading Charges and Reconciliation Charges under the Code, and some ancillary activities. It also defines the processes by which Parties may reduce or increase the amount of Credit Cover held by the FAA in relation to that Party.

This is achieved by detailing the FAA activities which are driven by the Settlement process and also those enabling processes which are either ad-hoc or have timescales which are independent of the Settlement process.

This BSCP focuses on the interfaces between the FAA and other agencies seen from the perspective of the FAA.

This BSCP also covers the preparation of the Payment Calendar by the FAA and of the Settlement Calendar by the Settlement Administration Agent (SAA).

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

The main users of this Procedure include the:

a) Funds Administration Agent (FAA).

b) Settlement Administration Agent (SAA).

c) Parties.

d) ~~Panel~~Stakeholder Advisory Forum (SAF).

e) Code Auditor.

f) ECVAA.

g) CRA.

h) BSCCo.

By each Notification Date, the FAA has to receive from the SAA, Settlement results for the relevant Settlement Day(s), as set out in the Payment Calendar.

With information for each Settlement Day the FAA calculates the necessary exchange of funds between each Payment Party and the Code Clearer on the Payment Date. Invoices[1] are sent to Payment Parties and the BSCCo prior to the Payment Date.

Where a Party has provided data using the Self-Service Gateway, BSCCo may use the service to validate and confirm the input data or to request additional data. Where this is

[1] Whilst the BSC definition of Invoices does not specify BSCCo as a recipient, it is expedient to include BSCCo rather than create a duplicate interface.

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the case, these online transactions will represent a valid equivalent to the transactions defined in this BSCP.

All references to the provision of information using BSCP forms in this Procedure, should be construed as provision either by a paper form (including an electronic version of the form provided via email) or via the Self-Service Gateway. References to the CRA, including checks performed by the CRA, may include the Self-Service Gateway as applicable.

1.3 Key Milestones

There are the following key milestones:

- Production of the Payment Calendar in accordance with section N and of the Settlement Calendar in accordance with Code section U.
- Funds transfer in accordance with Code section N.
- Management and monitoring of Credit Cover in accordance with Code section M.

1.4 Balancing and Settlement Code Provision

This Procedure should be read in conjunction with the Code and in particular sections M, N and U thereof.

In the event of an inconsistency between the provisions of this BSCP and the Code, the provisions of the Code shall prevail.

1.5 Associated BSC Procedures

BSCP01	Overview of Trading Arrangements.
BSCP11	Trading Disputes
BSCP38	Authorisations
BSCP65	Registration of Parties and Exit Procedures

2 Acronyms and Definitions

A full list of defined terms and acronyms, and their definitions, can be found in Annex X-1 and X-2 of the Code. The acronyms and terms used locally in this procedure are defined as follows:

BACS	Banks' Automated Clearing Systems
CHAPS	Clearing House Automated Payment Systems
LC	Letter of Credit
SD	Settlement Day

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Self-Service Gateway	An online portal, accessible through the BSC Website, that allows authorised users to provide and maintain registration data, including (but not limited to) the data defined in this BSCP.
WD	Working Day

3 This section is no longer in use

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4 Interface and Timetable Information

4.1 Payment Calendar and Settlement Calendar

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
4.1.1	By 15th January in each year	Produce draft Payment Calendar for each banking day detailing Initial Notification Dates and Initial Payment Dates corresponding to Settlement Days falling during the next Code Year (1st April to 31st March inclusive), and calendar Payment Dates and Notification Dates for Timetabled Reconciliation Settlement Runs where the calendar Payment Date is between the earliest and the latest Initial Payment Dates.	FAA		Draft Payment Calendar detailing the following dates: Initial Payment Date and Initial Notification Date, for each Settlement Day of the next following Code Year, and calendar Payment Dates and Notification Dates for Timetabled Reconciliation Settlement Runs where the calendar Payment Date is between the earliest and latest Initial Payment Dates	Internal process
4.1.2	By 15th January in each year	Issue draft Payment Calendar for review.	FAA	BSCCo	Draft Payment Calendar	Manual / Electronic
4.1.3	At same time as 4.1.2	Send confirmation of the date on which Invoices will be sent in relation to each Quarter Date in the following BSC Year.[2]	FAA	BSCCo	Confirmation of date of Invoice despatch	Manual/ Electronic
4.1.4	At same time as 4.1.2	Publish notification of the date on which Invoices will be sent in relation to each Quarter Date in the following BSC Year on BSC Website.	BSCCo		Date of Invoice despatch	Internal process
4.1.5	Within 5 WD of 4.1.2	Send comments on draft Payment Calendar.	SAA	BSCCo	As above	Manual / Electronic
4.1.6	Within 10 WD of 4.1.2	Resolve any issues with SAA and FAA.	BSCCo	SAA FAA		Any

[2] Where a Quarter Date falls on a non-Working Day, Invoices will be sent on the last Working Day prior to the Quarter Date.

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REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
4.1.7	Within 10 WD of 4.1.2	Authorise and send authorised Payment Calendar.	BSCCo	FAA	Authorised Payment Calendar	Manual / Electronic
4.1.8	By 31st January in each year	Distribute authorised Payment Calendar.	FAA	BSCCo SAA Payment Parties	Authorised Payment Calendar	Manual / Electronic
4.1.9	Within 10 WD of 4.1.7	Produce draft SAA Settlement Calendar that is consistent with the Payment Calendar.	SAA			Internal process
4.1.10	Within 10 WD of 4.1.7	Issue draft SAA Settlement Calendar for review.	SAA	BSCCo SVAA	Draft SAA Settlement Calendar	Manual / Electronic
4.1.11	Within 5 WD of 4.1.9	Send comments on draft SAA Settlement Calendar.	SVAA	BSCCo	As above	Manual / Electronic
4.1.12	Within 10 WD of 4.1.9	Resolve any issues with SVAA and SAA.	BSCCo	SVAA SAA	As above	Manual / Electronic
4.1.13	Within 10 WD of 4.1.9	Approve SAA Settlement Calendar.	BSCCo	SAA	Approved SAA Settlement Calendar	Manual / Electronic
4.1.14	Within 2 WD of 4.1.12	Publish approved SAA Settlement Calendar. Note: each respective Party will create their own calendar from the Settlement Calendar and each Party's calendar will be consistent with the Settlement Calendar and Payment Calendar.	SAA	SVAA CDCA Payment Parties	Approved SAA Settlement Calendar	Manual / Electronic

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4.2 [Code Reform]Calculate and Arrange Payments

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
4.2.1	To be received by 10:00 on Notification Date.	Send SAA Settlement Results for each relevant Settlement Day (i.e. all Settlement Days with this Notification Date as per the Payment Calendar).	SAA	FAA	Credits and Debits Report for Initial, Reconciliation and Post-Final Settlement Runs (where applicable) For each Settlement Day and for each Trading Party: • Daily Party BM Unit Cashflow • Daily Party Non-Delivery Charge • Daily Party Energy Imbalance Cashflow • Daily Party Information Imbalance Charges • Daily Party Residual Settlement Cashflow • Supplier Compensation Cashflow • Virtual Lead Party Compensation Cashflow • Daily Party RR Cashflow • Daily Party RR Instruction Deviation Flow For each Settlement Day: • Daily System Operator BM Cashflow	Electronic
4.2.2	If SAA Settlement Results not received by 10:00.	Send notification of non-receipt and liaise with SAA to attempt to obtain data in time to run production and despatch processes.	FAA	SAA BSCCo	Notification of non-receipt	Tel/Email

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REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
4.2.3	If final Reconciliation postponed.	Reschedule final Reconciliation.	FAA			Internal Process
4.2.4	If SAA Settlement Results received on time.	Validate results for completeness, against Standing Data and for balance (within £10) between total debits and total credits.	FAA		Credits and Debits Report	Internal Process
4.2.5	If SAA Settlement Results are invalid (£10 difference or more) or data is missing then notify as soon as possible after receipt from SAA	Notify invalidity or missing data as soon as aware of invalidity. (If this is not done by close of business on Notification Date, SAA will assume that the data are valid).	FAA	SAA	Notification of invalidity	Tel/Email
4.2.6	Using its best endeavours	Resolve problem and send revised SAA Settlement Results.	SAA	FAA	Revised Credits and Debits Report	Electronic
4.2.7	If valid results available in time for production and despatch processes to be run	Run FAA Calculation.	FAA			Internal Process

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REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
4.2.8	• No later than the Notification Date, if the Invoice Threshold Limit has been exceeded; or • on a Quarter Date[2]; or • as requested by BSCCo or by a Payment Party in accordance with Section N7.1.8 of the Code; or • as determined by ~~the~~ BSCCo~~Panel~~	Send Invoice with combined charges[3].	FAA	Each Payment Party	Invoice showing the combined amount that is to be paid by the Party to the Code Clearer or to that Payment Party by the Code Clearer on that Payment Date.	Email
4.2.9	When Trading Charges are incurred and no later than the Notification Date	Send Trading Charges backing sheets.	FAA	Each Payment Party	Backing Documentation for Trading Charges.	Elexon Portal
4.2.10	• When Default Charges have accrued; and • either the monetary or time thresholds have been exceeded; and • no later than the Notification Date.	Send Default Charges backing sheet.	FAA	Each Payment Party	Backing Documentation for Default Charges.	Elexon Portal

[3] The FAA will include ad-hoc charges into the Invoice where the Payment Date for the Invoice matches the ad-hoc charge Payment Date.

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REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
4.2.11	When an ad-hoc charge occurs; and • either the monetary or time thresholds have been exceeded; and • no later than the Notification Date.	Send ad-hoc charges backing sheets.	FAA	Each Payment Party	Backing Documentation for ad-hoc charges. Sample in Appendix 5.1.5.	Elexon Portal
4.2.12	If Payment Date postponed	Resume at 4.2.6 above on the next Business Day (so that the postponed Payment Date is the second Business Day after valid Settlement Results received).				
4.2.13	10 WD after the FAA receives notification of ad-hoc payment, or as otherwise agreed by BSCCo~~the Panel~~	[H/K]Include ad-hoc payment in Invoice for Payment Date in question.[4]	FAA	Payment Party		Email

[4] An Invoicewill not be issued unless the ad-hoc payment breaches the Monetary Threshold or if the Payment Date is on a Quarter Date.

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Where an undeliverable return receipt is received relating to the electronic delivery of an Invoice

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
4.2.14	If electronic delivery of an Invoice fails	Contact affected Party and either: a) request a temporary email address to deliver the file electronically; b) request a fax number to fax to the document to the Party; c) advise the Party of the amount payable or receivable and post the document.	FAA	Payment Party		Telephone
4.2.15	If electronic delivery of an Invoice fails and telephone contact is not possible	Send document to Party by post until such time as the FAA can contact the Party and confirm the situation or resolve the email non-delivery problem.	FAA	Payment Party		First Class Post
4.2.16	If Payment Party suspects they should have received an Invoice	Contact FAA and advise of non-receipt of expected document.	Payment Party	FAA		Telephone, Email
4.2.17	Following 4.2.16	Investigate and advise Payment Party as necessary.	FAA	Payment Party		Internal process, telephone, email

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4.3 Payment Procedure

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
4.3.1	Not later than the end of the Business Day on Payment Date	Send funds	Party	Collection Account	Payment initiation instructions	Manual or electronic via CHAPS / BACS / DD

In the case of expected non-payment or shortfall in payment

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
4.3.2	As soon as BSC Debtor becomes aware that payment will not be credited to Collection Account by the end of the Business Day on Payment Date	Advise that a payment will not be credited to the Collection Account and reasons or, that there will be a shortfall in payment.	BSC Debtor	FAA	Collection Account name, Payment Date, BSC Party, shortfall in funds, deadline for resolution	Telephone, Email
4.3.3	As soon as it becomes aware that a payment has not or will not be credited to the Collection Account by the end of the Business Day on the Payment Date	Notify and liaise with BSCCo.	FAA	BSCCo		Email
4.3.4	By 11:00 on the Business Day following Payment Date	Liaise to establish the reason and agree a resolution.	FAA BSCCo			Telephone, Email

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4.3.5	By 11:00 on the Business Day following Payment Date	Advise BSC Debtor of the amount of non-payment or the Shortfall Amount[5]	BSCCo	BSC Debtor	Amount of non-payment/Shortfall Amount.	Telephone, Email

In the case of excess payment

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
4.3.6	By 11:00 on the Business Day following the Payment Date	Use reasonable endeavours to ascertain the nature of the excess payment, calculate the entitlement and instruct the BSC Banker, by 16:00 that day, to: • credit the relevant BSC Debtor's account; or • (if so requested by the BSC Debtor) the Reserve Account; or such other account as authorised by BSCCo.	FAA	BSC Debtor		Manual or electronic via CHAPS / BACS / DD
4.3.7	By the end of the Business Day on Payment Date	Advise amounts credited to the Clearing Account.	BSC Banker	FAA		
4.3.8	By the end of on the Business Day following Payment Date	If there is an excess payment, ascertain the nature of the excess payment, calculate the entitlement and instruct the BSC Banker to credit the Reserve Account with the excess amount.	FAA	BSC Banker		

In the case of normal payments by BSC Debtors

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD

[5] The non-payment amount is the total amount due on the Invoice. The Shortfall Amount is the difference between what the BSC Debtor has paid and the total amount due on the Invoice.

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4.3.9	By 11:00 on the Business Day following Payment Date	Confirm that all amounts have been credited to the Collection Account.	FAA	Party, if required	FAA to contact Parties in the event of non-payment and find out reason for non-payment.	Internal Process
4.3.10	Not later than the end of the Business Day following Payment Date	Ensure the Collection Account balance is swept into the Clearing Account and, if necessary, sweep an appropriate amount from the Borrowing Account into the Clearing Account.	BSC Banker			Internal Process
4.3.11	By 11:00 on the Business Day following Payment Date	Reconcile the actual amounts credited and remitted to the Clearing Account.	FAA			

In the case of payments to BSC Creditors

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
4.3.13	At about 15:00 on Payment Date	Calculate the amounts available for payment by the BSC Clearer to BSC Creditors.	FAA			Internal Process
4.3.14	Not later than 16:00 on Payment Date	Arrange for remittance from the Clearing Account to the relevant Settlement Accounts and if required arrange for transfers from the Reserve Account or Borrowing Account to the Clearing Account or vice versa.	FAA	BSC Banker		

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4.4 Payment Default

This section has been removed; please reference Code Section N Paragraph 9.

4.5 Maintain Arrangements with Banks

4.5.1 Obtain new and changed banking details and authorisations

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
4.5.1.1	As required and no later than 5 WD before a change in VAT status that alters the liability of the Party to UK VAT	Submit completed on-line form for Trading Charges Account' details for new or amended details, as necessary.[6]	Party	FAA, BSCCo	The data items required in accordance with the on-line form for 'Trading Charges Account details' found in Elexon Kinnect. These must be submitted by an authorised signatory. as per BSCP38	Self-Service Gateway
4.5.1.2	Within 1 WD of 4.5.1.1 where notice of a change in VAT status that alters liability of the Party to UK VAT, has been given	Check Amendments to 'Trading Charges Account Details.' Where VAT declaration is complete, notify consent to change in VAT status. Where VAT declaration is incomplete or believed to be erroneous[7] contact Party and resolve.	BSCCo BSCCo	FAA Party	Completed on-line 'Trading Charges Account Details'form	Self-Service Gateway

[6] It is the responsibility of each Party to notify the FAA and BSCCo immediately upon any changes to its Trading Charges Account details by submitting an on-line form via the Self-Service Gateway. In the absence of such notification, and any notice or other communication given in connection with the Code or relevant BSC Procedure(s) and sent Trading Charges Account Details provided by a Party shall be treated as valid for the purposes of the Code, except where otherwise expressly provided in the Code or relevant Code Subsidiary Document

[7] Examples of incomplete or erroneous VAT declarations may include (but may not be restricted to): where a Party has declared that they are not liable for UK VAT but provided an UK address (or vice versa);.

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REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
4.5.1.3	No later than 3 WD before the Payment Date on which the change in VAT status takes effect, and prior to calculation of payments, where BSCCo has consented to change in VAT status	Validate' Trading Charges Account' Details & update VAT details	FAA		Consent to change in VAT status from BSCCo	Internal Process
4.5.1.4	Within 4 WD of 4.5.1.1	Check Payment Party's contact details against those received from CRA.	FAA			Internal Process
4.5.1.5	Within 10 WD of 4.5.1.1	Establish / revise transfer details.	FAA	Party Banks	Direct Debit instructions, CHAPS, BACS	Manual

4.5.2 Quarterly / Ad hoc Statements (provided to Parties and Customs and Excise for VAT purposes)

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
4.5.2.1	At the end of each Quarter or ad-hoc as requested	Produce & Send Quarterly / Ad-hoc Statements.	FAA	Parties Customs & Excise (Quarterly Statements only)	Settlement Run data, dispute payments/ receipts, interest from Reserve Account	Post / Email

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REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
4.5.2.2	Promptly	Review Quarterly / Ad-hoc Statements.	Parties			Internal Process
4.5.2.3	If discrepancy	Raise query.	Parties	FAA		Phone / Fax / Email
4.5.2.4		Resolve discrepancy.	FAA Parties			Phone / Fax
4.5.2.5	If practicable within 10 WD of receipt of Quarterly Statement	Send Confirmation that statement acceptable.	Parties	FAA		Fax/ Post / Email
4.5.2.6	After 4.5.2.5	Send copy of Quarterly / Ad-hoc Statement & Confirmation.	FAA	BSCCo BSC Auditor	Settlement Run data, dispute payments/ receipts, interest on security cover.	Post / Email

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4.6 Manage Credit Cover

4.6.1 Reduction of Credit Cover by Parties not in Default

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
4.6.1.1	At any time	Request minimum eligible amount calculation.	Trading Party	ECVAA	ECVAA-I024: Credit Cover Minimum Eligible Amount Request (Form BSCP301/06)	Email/Fax
4.6.1.2	On same WD as 4.6.1.1	Check if Party is in Default of the Code. If Party is not in Default go to 4.6.1.4. If Party is in Default go to 4.6.1.3.	ECVAA			Internal process
4.6.1.3	On same WD as 4.6.1.1	Inform BSCCo and go to 4.6.2.3.	ECVAA	BSCCo		Email/Fax
4.6.1.4	On first WD after the expiry of the Waiting Period[8]	Calculate minimum eligible amount.	ECVAA			Internal Process
4.6.1.5	On same WD as 4.6.1.4	Notify minimum eligible amount.	ECVAA	FAA Trading Party BSCCo	ECVAA-I025: Credit Cover Minimum Eligible Amount Report (Form BSCP301/07)	Email
4.6.1.6	Not later than second WD after 4.6.1.5	Request reduction of Credit Cover.	Trading Party	FAA	Details of LC reduction/cash withdrawal	Letter/Fax/Email
4.6.1.7	In response to 4.6.1.6	Consent to reduction/withdrawal of Credit Cover.	FAA	Trading Party or BSC Banker	Notification of consent or instruction to transfer money or return or exchange LC	Letter/Fax/Email

[8] The definition of the Waiting Period is dependent on the minimum eligible amount calculation rule specified by ECVAA as per Section M 2.3 of the Code.

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4.6.2 Reduction of Credit Cover by Withdrawing Parties in Default solely by virtue of Section H3.1.1(g)

Withdrawing Parties in Default solely by virtue of Section H3.1.1(g) of the Code are entitled to request a reduction of Credit Cover, providing they have satisfied the criteria for withdrawal stipulated in Section A5.1 of the Code.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
4.6.2.1	To meet the timescales for withdrawal and the requirements in Sections M2.3 and A5.1.3 of the Code[9]	Request minimum eligible amount calculation.	Trading Party	ECVAA	ECVAA-I024: Credit Cover Minimum Eligible Amount Request (Form BSCP301/06)	Email/Fax
4.6.2.2	On same WD as 4.6.2.1, where 4.6.2.1 occurred on a WD, or on the first WD after 4.6.2.1, where 4.2.6.1 occurred on a non-WD	Request minimum eligible amount calculation rule.	ECVAA	BSCCo	ECVAA-I026: Minimum Eligible Amount Rule Request	Email/Fax
4.6.2.3	On same WD as 4.6.2.2	Check that the Party has submitted a Withdrawal Notice Form and is in Default of the Code solely by virtue of Section H3.1.1(g). If not, go to 4.6.2.4. If so, continue at 4.6.2.5.	BSCCo			Internal process
4.6.2.4	Following 4.6.2.3 and on same WD as 4.6.2.3	Inform Party the minimum eligible amount calculation request has been refused and provide reasons for refusal. END PROCESS.	BSCCo	ECVAA Trading Party		Internal process

[9] In order to meet the Code requirements and work out the appropriate date to submit a minimum eligible amount calculation request, Withdrawing Parties would typically need to count 2-4 WD back from their Withdrawal Date followed by a further 10SDs. Withdrawing Parties are advised to contact BSCCo for more detailed guidance at least three weeks prior to the Withdrawal Date.

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REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
4.6.2.5	Following 4.6.2.3 and on the same WD as 4.6.2.3	Notify ECVAA of minimum eligible amount calculation rule.	BSCCo	ECVAA Trading Party		Email/Fax
4.6.2.6	On the first WD following the expiry of the Waiting Period	Perform minimum eligible amount calculation and notify Party of minimum eligible amount arrived at.	ECVAA	FAA Trading Party	ECVAA-I025: Credit Cover Minimum Eligible Amount Report (Form BSCP301/07)	Fax/Email
4.6.2.7	2 WD prior to the Withdrawal Date	Check that Withdrawal Date has been confirmed. If so, inform Party and FAA and continue to 4.6.2.8 If not, inform Party and the FAA that the reduction in Credit Cover has been refused and why. END PROCESS.	BSCCo	FAA Trading Party		Internal process
4.6.2.8	Following 4.6.2.7, to meet withdrawal timescales and Code requirements in Section M2.3	Request reduction of Credit Cover.	Trading Party	FAA	Details of LC reduction/cash withdrawal	Email/Fax
4.6.2.9	On same WD as 4.6.2.8	Consent to reduction of Credit Cover and END PROCESS.	FAA	Trading Party or BSC Banker	Notification of consent or instruction to transfer money or return or exchange LC	Letter/Fax/Email

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4.6.3 [Code Reform]Reduction of Credit Cover by Non-Supplier Trading Parties in Default solely by virtue of Section H3.1.1(g).

A Non-Supplier Trading Party in Default solely by virtue of Section H3.1.1(g) is entitled to request a reduction of Credit Cover, providing they have satisfied the criteria for withdrawing from the Code stipulated in Section A5.1.3 of the Code. Conditions for the reduction of Credit Cover under this circumstance are outlined in Section M.2.3A of the Code.

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
4.6.3.1	At any time	Apply in writing for reduction of Credit Cover.	Trading Party	BSCCo	Application for reduction of Credit Cover as a Non-Supplier Trading Party	Letter/ Email/Fax
4.6.3.2	On receiving application	Request Withdrawals Checklist[10] Request details of outstanding liabilities and Credit Cover.	BSCCo	CRA FAA	Withdrawal Checklist Request (CRA-I044) Request for outstanding liabilities and Credit Cover	Email Email/Fax / Self-Service Gateway
4.6.3.3	Within 2 WD of 4.6.3.2	Send Withdrawals Checklist. Send details of outstanding liabilities and Credit Cover.	CRA FAA	BSCCo	Withdrawals Checklist (CRA-I047) Statement of Outstanding Liabilities	Email/Fax / Self-Service Gateway

[10] The Withdrawal Checklist contains all information required to carry out the checks outlined in section M of the Code. Parties should note that they are not required to withdraw from the Code for this process.

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REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
4.6.3.4	Within 10 WD of 4.6.3.3	Check that Party has: a) no Supplier BM Units registered after the date of the latest RF run b) no ECVNs or MVRNs in force after the date of the request c) terminated all ECVNA Authorisations and MVRNA Authorisations d) paid all Trading Charges e) paid all BSCCo Section D charges f) de-registered all BM Units g) an Energy Indebtedness of zero or negative over a period of 30 days prior to the date of the notice given If the Party fails any of the checks go to 4.6.3.5. If the Party completes the checks continue to 4.6.3.6.	BSCCo		Withdrawals Checklist (CRA-I047)	Internal Process
4.6.3.5	Within 1 WD of completion of 4.6.3.4	Inform Party that their request for reduction in Credit Cover has been refused and why. END PROCESS	BSCCo	Trading Party	Results from 4.6.3.4	Letter/ Email/Fax
4.6.3.6	Within 1 WD of completion of 4.6.3.4	Calculate reduction in Credit Cover.	BSCCo		Withdrawals Checklist	Internal Process

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REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
4.6.3.7	At the earliest opportunity ~~next Panel meeting~~	BSCCo to confirm Party has met all requirements and recommend a reduction in Credit Cover to the amount calculated in 4.6.3.6. BSCCo to determine: a) Party has satisfied the required criteria and be allowed to reduce its Credit Cover. Go to 4.6.3.11. b) insufficient information has been provided. Go to 4.6.3.10. c) Party should not be allowed to reduce its Credit Cover. Go to 4.6.3.9.	BSCCo	~~Panel~~	Confirmation that the Party has satisfied all criteria in 4.6.3.4 and the calculated minimum Credit Cover required	~~Panel Paper~~Internal Process
~~4.6.3.8~~	~~At Panel meeting~~	~~Panel decide:~~ ~~a) Party has satisfied the required criteria and be allowed to reduce its Credit Cover. Go to 4.6.3.11.~~ ~~b) insufficient information has been provided. Go to 4.6.3.10.~~ ~~c) Party should not be allowed to reduce its Credit Cover. Go to 4.6.3.9.~~	~~Panel~~	~~BSCCo~~	~~Details of checks performed and calculated minimum Credit Cover required~~	~~Meeting Minutes~~
4.6.3.8~~9~~	Within 10 WD of 4.6.3.8	Inform Party that their request for reduction in Credit Cover has been refused and why. END PROCESS	BSCCo	Trading Party	~~Panel minutes~~ BSCCo decision and rationale	Letter/ Email/Fax
4.6.3.9~~10~~	Within 10 WDs of 4.6.3.8	Party informed of prescribed steps needed to be taken ~~by next Panel meeting~~ to enable a decision to be made by BSCCo~~.~~	BSCCo	Trading Party	Prescribed steps needed to be taken to enable a ~~decision~~ decision to be made by ~~the~~ BSCCo~~Panel~~	Letter/ Email/Fax

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REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
4.6.3.10~~11~~	Within 10 WDs of 4.6.3.8	Notify minimum level of Credit Cover required.	BSCCo	Trading Party, FAA	Minimum level of Credit Cover required FAA-I031- Credit Policy	Email/Fax
4.6.3.11~~2~~	Same WD as 4.6.3.11	Reduce Credit Cover as notified and END PROCESS.	FAA	Trading Party or BSC Banker	Notification of instruction to transfer money	Letter/ Email/Fax

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4.6.4 Creation or Increase of Credit Cover

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
4.6.4.1	By 15:00 on any WD (if later, this will be treated as done on the next WD)	Provide cash and/or Letters of Credit.	Trading Party	FAA	Details of cash/Letter of Credit	Electronic Funds Transfer/ Letter / Email
4.6.4.2	On the same WD as 4.6.4.1	Assess whether Credit Cover is substantially in the form set out in Annex M-1 of the BSC (or another form approved by BSCCo~~the BSC Panel~~). If it does not continue to 4.6.4.3. If it does continue to 4.6.4.4.	FAA			Internal process
4.6.4.3	On the same WD as 4.6.4.1 and following 4.6.4.2	Reject the Letter of Credit and inform Party. END PROCESS.	FAA	Trading Party	Notice of rejection of Letter of Credit	Letter/Email
4.6.4.4	On the WD specified in 4.6.4.2	Update Credit Cover[11] and Energy Credit Cover.	FAA			Internal process
4.6.4.5	On the WD specified in 4.6.4.4	Notify Energy Credit Cover to ECVAA. END PROCESS.	FAA	ECVAA	FAA-I019: Credit Limit Data	Electronic

[11] Note that if the Credit Cover as calculated is negative it shall be treated as zero.

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4.7 Ad Hoc Inputs

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
4.7.1	On-going as applicable	Determine changes of Credit Ratings for issuers of Letters of Credit, using Credit Agency data.	FAA		Credit rating information	Internal Process
4.7.2	On-going as applicable	Send notification of Bank Base Rate changes.	BSC Banker	FAA	Details of current and historic Base Rates	Manual
4.7.3	On-going as applicable	Send notification of VAT Rate changes.	BSCCo	FAA	Details of current and historical VAT Rates	Manual
4.7.4	On-going as applicable	Send notification of Income tax Rates.	BSCCo	FAA	Details of current and historic Income Tax Rates	Manual
4.7.5	On-going as applicable	Send Information Exception Report.	ECVAA	FAA	Data exceptions	Electronic
4.7.6	On-going as applicable	Send new value of Credit Assessment Price.	BSCCo	FAA ECVAA Trading Parties	Credit Assessment Price and effective date	Manual/Email
4.7.7	On-going as applicable	Send notification of change of monetary Invoice Threshold Limit, and effective date.	BSCCo	FAA	New Invoice Threshold Limit and effective date	Email

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4.8 Threshold Governance

REF	WHEN	ACTION	FROM	TO	INFORMATION REQUIRED	METHOD
4.8.1	As requested by BSCCo	Provide data for analysis of Invoice Threshold Limit.	FAA	BSCCo	Invoice Threshold Limit	Email
4.8.2	As appropriate	Conduct analysis of the fitness for purpose of the monetary Invoice Threshold Limit, and present to the SAF ~~Panel~~ for consideration.~~.~~	BSCCo	~~BSC Panel~~SAF	Proposed threshold	Internal Process
4.8.3	Upon receipt of proposed threshold	Review BSCCo internal analysis and issue a recommendation of proposed monetary threshold for consultation.	~~BSC Panel~~BSCCo	Industry	Proposed threshold and BSCCo analysis	Email
4.8.4	Following ~~Panel~~ BSCCo review of analysis	Return consultation responses.	Industry	~~BSC Panel~~SAF	Proposed threshold, BSCCo analysis and ~~Panel~~ SAF ~~recommendation~~consideration	Email
4.8.5	~~Panel~~ SAF meeting following receipt of industry responses	~~Determine~~ Recommend a monetary Invoice Threshold Limit.	~~BSC Panel~~SAF		Consultation responses	
4.8.6	Following 4.8.5	BSCCo makes decision on monetary Invoice Threshold Limit	BSCCo			Internal process
4.8.7~~6~~	Upon BSCCo ~~receipt of Panel~~ decision to change the Invoice Threshold Limit	Notify the FAA and BSC Parties of the amended value and the effective date.	BSCCo	BSC Parties FAA	Amended threshold and effective date	Email

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5. Appendices

5.1 Summary of Forms

5.1.1 Not in use. BSCP301/01a

Not in use. BSCP301/01b

5.1.2 Not in use. BSCP301/02

5.1.3 Not in use. BSCP301/03a

Not in use. BSCP301/03b

5.1.4 **Not in use. BSCP301/04(a)** Funds Accession Form

Not in use. BSCP301/04(b) Amendments to Funds Accession Details

5.1.5 Not in use. BSCP301/05a

Not in use. BSCP301/05b

5.1.6 Not in use. BSCP301/05b

5.1.7 **BSCP301/06** Minimum Eligible Amount Request Form

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5.1.6 BSCP301/06 Minimum Eligible Amount Request Form

From:		To:	
Party ID*		Party ID*	
Party Role*		Party Role*	
Name of sender*		Date Sent*	
Signature*			
Password*			

* Denote a mandatory field

5.1.7 BSCP301/07 Minimum Eligible Amount Report Form

From:		To:	
Party ID*		Party ID*	
Party Role*		Party Role*	
Name of sender*		Date Sent*	
Signature*			
Password			

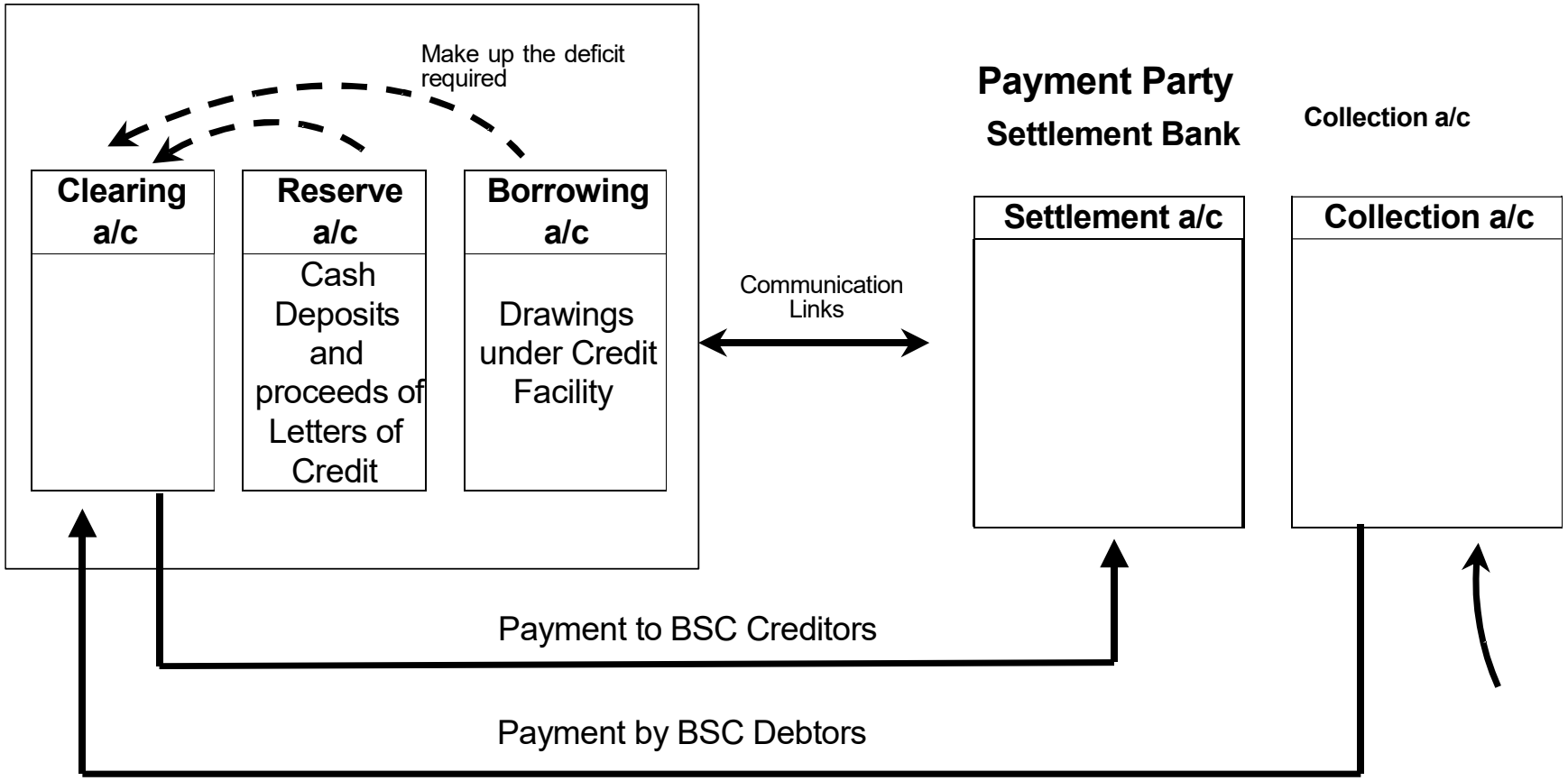
Minimum Eligible Amount Details	
BSC Party ID*	
Minimum Eligible Amount Rule (75 or 80%)*	
Waiting Period Start Date*	
Waiting Period End Date*	
Maximum Indebtedness Settlement Day*	
Maximum Indebtedness Settlement Period*	
Minimum Eligible Amount (MWh)*	

* Denote a mandatory field

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5.2 Bank Accounts Context Diagram



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AMENDMENT RECORD – BSCP301

Version	Date	Description of Change	Changes Included	~~Mods/Panel/ Committee Refs~~Approval References
1.0	14/08/2000	Go active version	n/a	n/a
2.0	30/11/2000	Work outstanding at Go Active, resolution of inconsistencies, inclusion of consultation comments	213,186, 244	08/009
3.0	21/08/2001	Credit Cover procedure amended for the ECVAA Interim Release	CP519 (Part 1)	
4.0	12/08/2002	Modification and Change Proposals for BSC Systems Release 2	CP519 (Part 2), CP554, P39	ISG 16/166, ISG 19/197
5.0	10/12/2002	Modification Changes for BSC System Release 2A	P61, P76	
6.0	24/06/2003	Changes for CVA Programme June 03 Release	CP 750	
7.0	10/3/2004	Change to CVA Programme P127 interim release	P127	ISG 37/419
8.0	30/06/2004	Change proposal for the CVA Programme June 04 release	CP986	ISG/40/003
9.0	03/11/04	Modifications and Change Proposals for the CVA Programme November 04 Release	P152, P142, CP974, CP1032	ISG/39/001 TDC/58/03
10.0	20/12/04	CVA Programme February 05 Release	CP1078, BETTA	ISG/44/001
11.0	02/11/05	CVA Programme November 05 Release	CP1128	ISG/54/002
12.0	26/06/08	June 2008 Release	CP1223 CP1176 (part)	SVG84/02, ISG84/01, TDC109/01, PAB84/11 ISG/68/02 SVG/67/02
13.0	06/11/08	November 2008 Release	P214	Panel 134/05
14.0	25/02/10	February 2010 Release	CP1313 CP1321	ISG105/02 ISG107/01
15.0	23/02/12	February 2012 Release	CP1352	ISG129/02
16.0	25/06/15	June 2015 Release	P307	ISG169/05
17.0	28/06/17	June 2017 Release	CP1486	ISG194/05
18.0	28/02/19	February 2019 Release	CP1510	ISG211/06 SVG214/02
19.0	16/06/20	June 2020 Release	P405 Self-Governance	P302/08
20.0	07/11/24	November 2024 Release	P415	Panel 339/03
21.0	27/02/25	February 2025 Release	CP1600	Panel 359/05
22.0	28/04/2025	28 April 2025 Special Release	P466	Panel 348/05

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