SCHEDULE XX

Data Management Schedule

Version: XX   Effective Date: TBC

Domestic Suppliers	Mandatory
Non-Domestic Suppliers	Mandatory
Gas Transporters	Mandatory
Distribution Network Operators	Mandatory
DCC	Mandatory

Change History

Version Number	Implementation Date	Reason for Change
0.1	TBC	Version agreed for industry consultation

Note: Where drafting has been included in square brackets, this indicates that a change or clarification is required to the design baseline described in Design Baseline 4 (DB4). These potential changes to DB4 will be considered by the Switching Programme over the coming months.

Contents Table

1 Introduction

1.1 This REC Schedule describes the structure and categorisation of CSS Messages and CSS Message Variants, and the Receipt Responses required for different categories of CSS Message Variants. A CSS Message Variant is a sub-category of a CSS Message, as set out in the Technical Specification.

1.2 This REC Schedule also describes the Switching Domain Data which is most relevant to the identification and governance of Market Participants, the role of the Code Manager in informing Market Participants of changes to that data and the role of Data Masters in providing that data to the CSS Provider.

1.3 Finally, this REC Schedule describes the process for creating and updating RMP Records.

2 CSS Messages

2.1 Each CSS Message must comply with the relevant requirements of the Technical Specification, including in respect of its structure and data elements.

2.2 Each CSS Message must be submitted by the method specified in the relevant Interface and Timetable section of the applicable REC Schedule.

2.3 The CSS Message Variant required to be utilised for each specific interaction between Market Participants and the Central Service Providers is detailed in the relevant Interface and Timetable section of the applicable REC Schedule.

2.4 Each CSS Message shall only be validly sent for the purposes of this Code if sent in accordance with this Paragraph 2.

2.5 Each CSS Message can be categorised as one of the following types:

(a) "**Notification**" – a message from the CSS Provider which informs the recipient of a Registration Event, and which may provide the recipient with some related information;

(b) "**Enquiry**" – a message that informs the recipient of a Registration Event and provides the recipient with an obligation or opportunity to respond in a structured form (within a fixed timescale);

(c) "**Synchronisation Message**" – a message designed to keep information in one Central Data Service in line with that information recorded on another Central Data Service; and

(d) "**Update**" - a message to the CSS Provider, including Registration Requests.

3   CSS Message Receipt Responses

3.1   Each CSS Message has a specified Receipt Response, as defined in the Technical Specification.

3.2   Each Market Participant or Central Service Provider which receives a CSS Message must respond to that message in accordance with the specified Receipt Response.

3.3   The required Receipt Responses differ by reference to the CSS Message Type, as follows:

(a)   Notifications – no requirement to send a response;

(b)   Enquiries – (i) a mandatory acknowledgement of receipt; and (ii) a mandatory or non-mandatory response to the enquiry (as detailed in the Technical Specification);

(c)   Synchronisation Messages – (i) an acknowledgement of receipt; and (ii) the updating of the recipient's Central Data Service; and

(d)   Updates - as specified in the relevant Interface and Timetable or Technical Specification.

4   Switching Domain Data

4.1   Switching Domain Data is fully described in the Technical Specification.

4.2   Each Switching Data Element is assigned a single Data Master, as described in the Technical Specification. The Data Master assigned to each Switching Data Element is responsible for the accuracy of that Switching Data Element.

4.3   The Data Master for a Switching Data Element may be a Market Participant (in respect of an RMP for which it is Registered or Appointed), or a Central Service Provider or the body responsible for data under another Energy Code.

4.4   Each Data Master shall take all reasonable steps to ensure that its Switching Data Elements are and remain correct and up-to-date.

5   Provision of Switching Domain Data

5.1   The Code Manager shall be the person responsible for the collation of Market Domain Data referred to in this Paragraph 5, and its provision to Market Participants.

5.2   Where this Paragraph 5 contains Switching Data Elements which relate to Market Participants, these Switching Data Elements are either:

(a)   commercially confidential in nature and will only be shared with specific Market Participants; or

(b)   shared with all Market Participants without any restrictions.

5.3   As described in Paragraph 4 for Switching Domain Data generally, each Switching Data Element shall have a defined Data Master. In relation to this Paragraph 5, the Data Master is identified in Paragraph 5.6 and will be one of: the Code Manager; the BSCCo; the Gas Retail Data Agent; or MRASCo. Each Data Master will provide the Switching Domain Data for which it is responsible to the CSS Provider as well as to the Code Manager.

5.4   The Technical Specification defines, for each Switching Data Element, its status as per Paragraphs 5.2 and 5.3.

5.5   This REC Schedule describes the processes, interfaces and timetables related to the update of Switching Domain Data by the Code Manager and the relevant Data Master for each of the Switching Object Classes and their associated Switching Data Elements described in Paragraph 5.6.

5.6   The Switching Object Classes are categorised as follows:

(a)   "**Market Role**" means one of: an Electricity Supplier; a Gas Supplier; a Shipper; a Meter Equipment Manager; a Data Aggregator; a Data Collector; a Meter Asset Provider, a Gas Transporter or a Distribution Network Operator. For all electricity Market Roles, the BSCCo shall be the Data Master; for all gas Market Roles, the Gas Retail Data Agent shall be the Data Master.

(b)   "**Market Participant Identifier**" means the unique identifier by which each Market Participant is identified. For all electricity Market Participant Identifiers, the BSCCo shall be the Data Master; for all gas Market Participant Identifiers, the Gas Retail Data Agent shall be the Data Master.

(c)   "**Market Participant Roles**" are a concatenation, for each Market Participant, of its Market Participant Identifier and its Market Role. For all electricity Market Participant Roles, the BSCCo shall be the Data Master; for all gas Market Participant Roles, the Gas Retail Data Agent shall be the Data Master.

(d)   The "**Energy Company**" is the legal entity which holds the licence, accreditation, or qualification required in order to perform a Market Role. It is possible for a Market Participant Role to change association from one Energy Company to another. The Code Manager is the Data Master for this Switching Object Class.

(e)   "**Energy Company Groups**" Energy Companies may form Energy Company Groups as determined by the [REC Governance]. The Code Manager is the Data Master for this Switching Object Class.

(f)   "**Market Participant Events**", which identify certain events that may occur within the lifecycle of a Market Participant Role:

(i)   "**Market Entry Unqualified**": a new Market Participant Role is created and exists within Switching Domain Data. This may be for the purposes of Market Entry testing, but the Central Data Services will not hold the Market Participant Role as a permissible value. The Code Manager is the Data Master for this Switching Object Class.

(ii)   "**Market Qualified**": a Market Participant Role becomes operational on successful completion of Market Entry, and the Central Data Services will hold the Market Participant Role as a permissible value. The Code Manager is the Data Master for this Switching Object Class.

(iii) "**Market Sanctioned**": a Shipper or Energy Supplier is operational and the Central Data Services will hold the Market Participant Role as a permissible value; however, new Registrations shall not be made for the Market Participant Role whilst the Market Sanction exists. For Market Sanctions under this Code, the Code Manager is the Data Master. For Market Sanctions under the UNC and the IGT UNC, the Gas Retail Data Agent is the Data Master. For Market Sanctions under the MRA, MRASCo is the Data Master.

(iv)   "**Market Exited**": a Market Participant Role is ended in accordance with this Code (where the Energy Company is a Party) and the UNC, the IGT UNC or the BSC (depending which person is the Data Master for that Market Participant Role); and Central Data Services will not hold the Market Participant Role as a permissible value other than for historical records. The Code Manager is the Data Master for this Switching Object Class.

(v)   "**Green Deal Qualified**": an Energy Supplier Market Participant Role which is permitted to make Registrations for RMPs which have an associated Green Deal Plan. The Code Manager is the Data Master for this Switching Object Class.

(g)   Each "**Commercial Association**" identifies a commercial association which exists between Market Participants. Commercial Associations are confidential in nature and only those Market Participants subject to the specific association and the CSS Provider shall be notified when associations are created or terminated. The only current such Commercial Association is the Shipper / Gas Supplier Commercial Association. Shippers declare under the UNC, or the IGT UNC, which Gas Suppliers are permitted to Register the Shipper in respect of an RMP. The Gas Retail Data Agent shall be the Data Master for the Shipper / Gas Supplier Commercial Associations.

(h)   Each "**Regulatory Association**" identifies whether the necessary regulatory arrangements exist between Market Participants. Regulatory Associations are confidential in nature and only the CSS Provider and those Market Participants subject to the specific association shall be notified when associations are created or terminated. Such Regulatory Associations comprise:

(i)   Gas Transporter / Shipper Regulatory Associations: which Shippers are permitted to make Registrations for RMPs on the networks of which Gas Transporters. The Gas Retail Data Agent shall be the Data Master for Gas Transporter / Shipper Regulatory Associations.

(ii)   Distribution Network Operator / Electricity Supplier Associations: which Electricity Suppliers are permitted to make Registrations for RMPs on the networks of which Distribution Network Operators. The MRA shall be the Data Master for Distribution Network Operator / Electricity Regulatory Associations.

(i)   "**Switching Reference Data**": The Technical Specification catalogues the Switching Reference Data, the Switching Data Elements and the permissible value domain of each Switching Data Element. Switching Reference Data includes but is not limited to the following Switching Object Classes (as further described in the Technical Specification):

Market Role Type
RMP Status Type
RMP Association Type
RMP Event Type
Market Participant Role Event Type
Registration Event Type
Registration Status Type
Registration Intervention Type
Registration Request Type
Registration Request Rejection Reason Type
Registration Request Status Type

The Code Manager shall be the Data Master for the Switching Reference Data.

(j)   "**Central Data Services Parameter Data**": The Technical Specification catalogues the Central Data Services Parameter Data. The Central Data Services Parameter Data includes but is not limited to the following (as further described in the Technical Specification):

Objection Window
Standstill Period

The Code Manager shall be the Data Master for Central Data Services Parameter Data.

5.7   The detailed process and timings for the management of the Switching Domain Data covered by this Paragraph 5 are further described in the following Interface and Timetable:

5.8   Market Participant Event

Ref	When	Action	From	To	Information Required	Method
5.8.1	Following: (i) the creation of a new Market Participant Role; or (ii) a change to an existing Market Participant Role; or (iii) a change to an existing Market Participant Role and Energy Company association; or (iv) a Market Participant Role is ended.	Notify new Market Participant Role, or changed Market Participant Role, or a change to the Energy Company associated with a Market Participant Role.	• Gas Retail Data Agent; or • BSCCo	• CSS Provider • Code Manager	SwitchingDomainData – Variant – 'Market Participant Role' SwitchingDomainData – Variant – 'Energy Company'	Not defined
	Where a new Market Participant Role is created					
5.8.2	Next scheduled release of Switching Domain Data following 5.8.1[1].	Issue updated Switching Domain Data.	• Code Manager	• All Market Participants	SwitchingDomainData – Variant – 'Market Participant Role' SwitchingDomainData – Variant – 'Energy Company' SwitchingDomainData – Variant – 'Energy Company Group'	Not defined
5.8.3	Following 5.8.2 when Market Participant becomes Market Qualified.	Issue updated Switching Domain Data.	• Code Manager	• CSS Provider • All Market Participants	SwitchingDomainData – Variant – 'Market Participant Role Event'	Not defined
	Where an existing Market Participant Role is ended					
5.8.4	Next scheduled release of Switching Domain Data following 5.8.1 notification of Market Participant Role ending if Energy Company and Energy Company Group no longer associated to any Market Qualified Market Participant Roles.	Issue updated Switching Domain Data.	• Code Manager	• CSS Provider • All Market Participants	SwitchingDomainData – Variant – 'Market Participant Role' SwitchingDomainData – Variant – 'Energy Company' SwitchingDomainData –	Not defined

[1] Subject to any exception process for urgent releases provided for in the Change Management Schedule.

Ref						
					Variant – 'Energy Company Group'	
5.8.5	Next scheduled release of Switching Domain Data following 5.8.1 notification of Market Participant Role ending if Energy Company and Energy Company Group still associated to other Market Qualified Market Participant Roles.	Issue updated Switching Domain Data.	• Code Manager	• CSS Provider • All Market Participants	SwitchingDomainData – Variant – 'Market Participant Role'	Not defined
Where an existing Market Participant Role is associated to a different Energy Company						
5.8.6	Next scheduled release of Switching Domain Data following 5.8.1 notification.	Issue updated Switching Domain Data.	• Code Manager	• CSS Provider • All Market Participants	SwitchingDomainData – Variant – 'Market Participant Role' SwitchingDomainData – Variant – 'Energy Company' SwitchingDomainData – Variant – 'CSS Energy Company Group'	Not defined

5.9   Update of Shipper / Gas Supplier Commercial Associations

Ref	When	Action	From	To	Information Required	Method
5.9.1	Following notification from Shipper of requirement to update Commercial Association.	Notify new or changed Commercial Association.	• Gas Retail Data Agent	• CSS Provider • Code Manager	SwitchingDomainData – Variant – 'Commercial Association'	Not defined
5.9.2	Within 1 WD following 5.9.1.	Notify new or changed Commercial Association.	• Code Manager	• Shipper • Gas Supplier[2]	SwitchingDomainData – Variant – 'Commercial Association'	Not defined

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[2] Only the relevant Shipper and the Gas Supplier related to the Commercial Association will be notified

5.10 Update of Regulatory Associations

Where a Regulatory Association between a Shipper and Gas Transporter is created or changed						
5.10.1	Following notification from Gas Transporter of a change to a Regulatory Association with a Shipper[3].	Notify new or changed Regulatory Association.	• Gas Retail Data Agent	• CSS Provider • Code Manager	SwitchingDomainData – Variant – 'Regulatory Association'	Not defined
5.10.2	Within 1 WD following 5.10.1.	Notify new or changed Regulatory Association.	• Code Manager	• Shipper • Gas Supplier[4] • Gas Transporter	SwitchingDomainData – Variant – 'Regulatory Association'	Not defined
Where a Regulatory Association between an Electricity Supplier and Distribution Network Operator is created or changed						
5.10.3	Following notification from Distribution Network Operator of a change to a Regulatory Association with an Energy Supplier[5].	Notify new or changed Regulatory Association.	• MRA	• CSS Provider • Code Manager	SwitchingDomainData – Variant – 'Regulatory Association'	Not defined
5.10.4	Within 1 WD following 5.10.3.	Notify new or changed Regulatory Association.	• Code Manager	• Electricity Supplier • Distribution Network Operator	SwitchingDomainData – Variant – 'Regulatory Association'	Not defined

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[3] The activities conducted prior to this step are defined within the UNC and the IGT UNC. The Code Manager will receive instruction and apply the required changes without the involvement of the REC PAB or REC Panel.

[4] Only Gas Suppliers who have a Commercial Association with the Shipper will be notified.

[5] The activities conducted prior to this step are defined within the MRA. The Code Manager will receive instruction and apply the required changes without the involvement of the REC PAB or REC Panel.

5.11 Update to Market Sanction Status

Ref	When	Action	From	To	Information Required	Method
Where a Market Sanction is applied or removed under the UNC or the IGT UNC for a Shipper						
5.11.1	Following change to a Shipper's Market Sanction status[6].	Notify new or changed Market Sanction.	• Gas Retail Data Agent	• CSS Provider • Code Manager	SwitchingDomainData – Variant – 'Market Participant Event'	Not defined
5.11.2	Within 1 WD following 5.11.1.	Notify new or changed Market Sanction.	• Code Manager	• Shipper • Gas Supplier[7]	SwitchingDomainData – Variant – 'Market Participant Event'	Not defined
Where a Market Sanction is applied or removed from a Party under this Code						
5.11.3	Within 1 WD following instruction from the [REC PAB / REC Panel].	Notify new or changed Market Sanction.	• Code Manager	• Energy Supplier • CSS Provider	SwitchingDomainData – Variant – 'Market Participant Event'	
Where a Market Sanction is applied or removed from an Electricity Supplier under the BSC or MRA						
5.11.4	Following change to an Electricity Supplier's Market Sanction status[8].	Notify new or changed Market Sanction.	• BSCCo • MRASCo	• CSS Provider • Code Manager	SwitchingDomainData – Variant – 'Market Participant Event'	Not defined
5.11.5	Within 1 WD following 5.11.4.	Notify new or changed Market Sanction.	• Code Manager	• Electricity Supplier	SwitchingDomainData – Variant – 'Market Participant Event'	Not defined

5.12 Update of Central Switching Services Parameters and Switching Reference Data

Ref	When	Action	From	To	Information Required	Method
5.12.1	Following approval of	Notify new Central Switching Services	• Code	• All Market	SwitchingDomainData –	Not defined

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[6] The activities conducted prior to this step are defined within the UNC and the IGT UNC. The Code Manager will receive instruction and apply the required changes without the involvement of the REC PAB or REC Panel.

[7] Only the relevant Shipper and Energy Suppliers who have a Commercial Association with that Shipper will be notified

[8] The activities conducted prior to this step are defined within the BSC or MRA. The Code Manager will receive instruction and apply the required changes without the involvement of the REC PAB or REC Panel.

	a change to any of the CSS Parameters or Switching Reference Data specified within the Switching Domain Data.	Parameter Data and Switching Reference Data, including date at which changes will become effective.	Manager	Participants	Variant – 'Switching Reference Data' SwitchingDomainData – Variant – 'Central Switching Services Parameters'	
5.12.2	On effective date of change.	Apply new Central Switching Services Parameter Data and Switching Reference Data.	• All Market Participants		Internal Process	

6 RMP Records

6.1 The RMP Record for each RMP comprises the Switching Data Elements for the Switching Object Classes relating to RMPs, as further described in the Technical Specification. These Switching Object Classes include:

> RMP Reference
> RMP Status
> Network Provider Id
> RMP Fuel Type
> Green Deal (electricity only)
> Licence Exempt Network Indicator (electricity only)
> Related RMP Relationship (electricity only).

Creating an RMP Record

6.2 Where the Gas Retail Data Agent or an Electricity Retail Data Agent creates a record of a new MPAN or MPRN, the Gas Retail Data Agent or Electricity Retail Data Agent shall send the CSS Provider the relevant Synchronisation Message in respect of that new MPAN or MPRN.

6.3 Provided such Synchronisation Message passes validation, the CSS Provider shall then create a new RMP Record based on the data contained in the Synchronisation Message. In creating this RMP Record, the CSS Provider shall use the MPAN or MPRN as the RMP's identification number.

6.4   Once an RMP Record has been created by the CSS Provider, a Registration Request can be submitted in respect of the RMP, in accordance with the Registration Services Schedule.

6.5   Once an RMP Record has been created by the CSS Provider, the CSS Provider shall associate the RMP to a REL Address in accordance with the Address Management Schedule.

6.6   The detailed process and timings for the creation of an RMP Record is further described in the following Interface and Timetable:

Ref	When	Action	From	To	Information Required	Method
6.6.1	Upon creation of a new MPRN, and within [X days].	Send 'Supply Meter Point' Synchronisation Message for new MPRN.	• Gas Retail Data Agent	• CSS Provider	SupplyMeterPointSync – Variant – 'New Supply Meter Point'	Switching Network
6.6.1.1	Following receipt of a valid Supply Meter Point Synchronisation Message, and within timings defined in the Technical Specification.	Create the RMP Record and record the RMP Status as 'Operational'.	• CSS Provider		Internal Process	
6.6.2	Upon creation of a new MPAN, and within [X days].	Send 'Metering Point' Synchronisation Message for the new MPAN.	• Electricity Retail Data Agent	• CSS Provider	MeteringPointSync – Variant – 'New Metering Point'	Switching Network
6.6.2.1	Following receipt of a valid 'Metering Point' Synchronisation Message, and within timings defined in the Technical Specification.	Create the RMP Record and record the RMP Status as 'Operational' or 'Created' (in accordance with the data contained in the Synchronisation Message).	• CSS Provider		Internal Process	

RMP Record Update

6.7   Where the Gas Retail Data Agent or an Electricity Retail Data Agent becomes aware of an amendment to the data that forms the RMP Record[9], including a change in circumstances in respect of an RMP such that the RMP Status needs to be updated, then the Gas Retail Data Agent or Electricity Retail Data Agent shall provide the updated information to the CSS Provider via the relevant Synchronisation Message.

6.8   The following RMP Statuses indicate the following:

(a)   Created - indicates that an RMP has been created but is not yet Operational;

(b)   Operational - indicates: (a) for gas RMPs, that the RMP is capable of offtaking gas (and not, for the avoidance of doubt, Isolated or no longer capable of flowing gas); or (b) for electricity RMPs, that the RMP has been energised and has not been disconnected;

(c)   Dormant - indicates that the RMP has been Isolated. This RMP Status only applies to gas RMPs.

(d)   Terminated – indicates that an RMP has been: (a) in the case of gas RMPs, no longer capable of offtaking gas; or (b) in the case of electricity RMPs, disconnected.

6.9   The circumstances described in Paragraph 6.7 shall include relevant actions of the Gas Transporter, Distribution Network Operator, Registered Supplier or Appointed Shipper for the RMP.

6.10   The detailed process and timings for updating an RMP Record are further described in the following Interface and Timetable:

Ref	When	Action	From	To	Information Required	Method
6.10.1	Where Paragraph 6.8 applies to the Gas Retail Data Agent, and within	Send 'Supply Meter Point' Synchronisation Message to notify the revised RMP Status.	• Gas Retail Data Agent	• CSS Provider	SupplyMeterPointSync – Variant – 'Revised RMP Status'	Switching Network

[9] [RMP Reference] and [RMP Fuel Type] shall not be amended using this process.

	[X days].					
6.10.1.1	Following receipt of a valid 'Supply Meter Point' Synchronisation Message, and within timings defined in the Technical Specification.	Amend RMP Status of specified RMP.	• CSS Provider		Internal Process	
6.10.2	Where Paragraph 6.8 applies to an Electricity Retail Data Agent, and within [X days].	Send 'Metering Point' Synchronisation Message to notify the revised RMP Status.	• Electricity Retail Data Agent	• CSS Provider	MeteringPointSync – Variant – 'Revised RMP Status'	Switching Network
6.10.2.1	Following receipt of a valid 'Metering Point' Synchronisation Message, and within timings defined in the Technical Specification.	Amend RMP Status of specified RMP.	• CSS Provider		Internal Process	

6.11   The following table shows how information held in UK Link relates to RMP Statuses:

Status recorded in UK Link system	Typical Physical State	Mapped CSS Status	Registration Permitted	Deregistration Permitted	Permitted Reversion Status(es)
Live	Service laid with gas up to ECV	Operational	Yes	No	N/A
Isolated	Meter removed or flow of gas through meter disabled, in accordance with MAMCOP	Dormant	Yes	Yes	Operational
Dead	Service Cut Off – no gas at ECV	Terminated	No	Yes	Dormant or Operational
Extinct	Created in error and flagged so can	Terminated	No	Yes	None

	never be registered				

6.12 The following table shows how information held in a Meter Point Registration System relates to RMP Statuses:

Electricity Status	Typical Physical State	Mapped CSS Status	Registration Permitted	Deregistration Permitted	Permitted Reversion Status(es)
Live/energised	Service cable and fuse in place. Fully operational	Operational	Yes	No	N/A
De-energised	The service cable is in place, but the fuse has been removed. The meter remains connected to the distribution network, but no electricity can be used.	Operational	Yes	Yes	N/A
Disconnected	The service cable has been removed and the MPAN will not be reused.	Terminated	No	Yes	None