
SCHEDULE XX

Registration Services

Version: 0.3

Effective Date: N/A

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	N/A	Version agreed for industry consultation 5 June 2018
0.2	N/A	Version agreed for industry consultation 15 October 2018
0.3	N/A	Version agreed for industry consultation. Incorporates CR-E01, E09, E16, E17, E18, E23, E38 and E41 and updated to take account of comments to the October 2018 consultation and wider programme review.

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) or that a further change or clarification is required.

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1 Introduction

- 1.1 This REC Schedule covers the following activities (and the resulting synchronisation of the Switching Data Services):
- (a) the process by which Registration Service Requests are submitted and validated or rejected - Registration Service Requests comprise Initial Registration Requests (including Transporter Initiated Registration), Switch Requests, Objection Responses, Withdrawal Requests, Annulment Requests, Registration Deactivation Requests and Registration Event Requests;
 - (b) the process by which Switch Requests can be objected to, withdrawn or annulled;
 - (c) the process for deactivating a Registration;
 - (d) the process by which the Registration Status of a Registration changes as a result of Registration Service Requests;
 - (e) circumstances in which a proposed Registration is cancelled following a change to the RMP Lifecycle Status;
 - (f) changes to a Shipper or Domestic Premises Indicator (where these events are unrelated to a change to the Registration) – these are initiated by a Registration Event Request; and
 - (g) recording changes to Supplier Agents and Meter Asset Providers.
- 1.2 Some of the rules applying to Registration Service Requests apply generically to all types of Registration Service Requests; some apply only to Switch Requests; some apply only to Initial Registration Requests initiated by Suppliers; some apply only to Initial Registration Requests initiated by Transporters; some apply only to Registration Deactivation Requests; and some apply only to Registration Event Requests. The application of these different rules is described further in this REC Schedule and the Technical Specification.
- 1.3 The Supplier Agents are the Metering Equipment Manager, the Meter Administrator, Data Collector and Data Aggregator. The Meter Administrator, Data Collector and Data Aggregator are only relevant to electricity.
- 1.4 Process diagrams for Registration Service Requests are set out in the Technical Specification.
- 1.5 Registration Service Requests will have the following Registration Service Request Statuses:

- (a) **Submitted** – the Registration Service Request has been received by the CSS Provider, but has not yet completed the validation tests required to be undertaken in respect of a Registration Service Request when first received by the CSS Provider, as described in Paragraph 5 and the Technical Specification.
- (b) **Validated** – the Registration Service Request has successfully passed the validation tests required to be undertaken in respect of a Registration Service Request when first received by the CSS Provider, as described in Paragraph 5 and the Technical Specification.
- (c) **Rejected** – the Registration Service Request has not successfully passed one or more of the validation tests required to be undertaken in respect of a Registration Service Request when first received by the CSS Provider, as described in Paragraph 5 and the Technical Specification.

1.6 A Registration records the relationship between an RMP and an Energy Supplier. The Registration Status of a Registration is changed by the CSS Provider as a result of a Registration Service Request. A Registration will have one of the following Registration Statuses:

- (a) **Pending** – indicates for a proposed Registration that a Switch Request or Initial Registration Request has been Submitted and Validated, but that the Registration has not yet become Confirmed, Secured Active or Active.
- (b) **Confirmed** – is a Registration Status which only applies to Registrations proposed in a Switch Request, and indicates that the request has been Validated and the Losing Supplier has not raised a valid Objection (or the Objection Window has ended without a valid Objection being raised).
- (c) **Cancelled** – indicates that the proposed Registration was cancelled before it became Active, including where it was objected to, withdrawn or annulled.
- (d) **Secured Active** – indicates that the deadline by which the proposed Registration can be Cancelled has passed (being 17.00 hours on the day before the Supply Effective From Date).
- (e) **Active** – indicates that the relationship between an RMP and an Energy Supplier is active, such that the Energy Supplier is the current supplier for that RMP at the relevant time (and that Secured Inactive does not apply).
- (f) **Secured Inactive** – indicates a Registration which would otherwise have a Registration Status of Active, but either: (a) 17.00 hours on the Supply Effective Through Date has passed; or (b) the status has been changed as the result of a Validated Registration Deactivation Request.
- (g) **Inactive** – indicates that the relationship between an RMP and an Energy Supplier has ended.

2 Submitting Switch Requests

- 2.1 A Gaining Supplier must only submit a Switch Request to the CSS Provider in respect of an RMP where the Gaining Supplier has an Energy Contract for that RMP.
- 2.2 A Gaining Supplier which submits a Switch Request for an RMP must only specify in that Switch Request a Proposed Supply Effective From Date which occurs on or after the date from which the Gaining Supplier is due under the relevant Energy Contract to commence supply to, or offtake from, that RMP.
- 2.3 The Proposed Supply Effective From Date which can be specified in a Switch Request must be:
 - (a) no more than 28 days after (but not including) the day on which the Switch Request is submitted; and
 - (b) in the case of a Domestic Premises (as recorded in the Central Switching Service), at least one complete Working Day (starting at midnight) after the day on which the Switch Request is submitted; or
 - (c) in the case of a Non-Domestic Premises (as recorded in the Central Switching Service), at least two complete Working Days (starting at midnight) after the day on which the Switch Request is submitted.
- 2.4 Practical examples of the time periods which apply under Paragraph 2.3 are set out in the Technical Specification.
- 2.5 Where the Switch Request relates to a gas RMP, the Gaining Supplier hereby confirms that the Shipper specified in the Switch Request is one with which the Gas Supplier has a Commercial Alliance.
- 2.6 Where a Gaining Supplier submits a Switch Request which includes a notification that there has been a Change of Occupier, the Gaining Supplier shall keep (for at least 1 year) a record of the instruction from the Consumer that led the Gaining Supplier to indicate positively within the Switch Request that there had been a Change of Occupier.
- 2.7 Switch Requests which are components of a single OFAF Group must be submitted by the Gaining Supplier to the CSS Provider within a Single CSS Message, and using a single Market Participant Role or multiple Market Participants Roles associated to the same Energy Company Group. Such requirements are further described in the Technical Specification.

3 Submitting Initial Registration Requests

- 3.1 A Gaining Supplier must only submit an Initial Registration Request to the CSS Provider in respect of an RMP where the Gaining Supplier has an Energy Contract for that RMP.
- 3.2 A Gaining Supplier which submits an Initial Registration Request for an RMP must only specify in that Initial Registration Request a Proposed Supply Effective From Date which occurs on or after the date from which the Gaining Supplier is due under the relevant Energy Contract to commence supply to, or offtake from, that RMP.
- 3.3 The Proposed Supply Effective From Date which can be specified in an Initial Registration Request must be:
 - (a) no more than 28 days after (but not including) the day on which the Switch Request is submitted; and
 - (b) in the case of an Initial Registration Request submitted before 17.00 hours, no earlier than the next day after the day on which it was submitted; or
 - (c) in the case of an Initial Registration Request submitted at or after 17.00 hours, no earlier than the second day after the day on which it was submitted.
- 3.4 Practical examples of the time periods which apply under Paragraph 3.3 are set out in the Technical Specification.
- 3.5 Where the Initial Registration Request relates to a gas RMP, the Gaining Supplier hereby confirms that the Shipper is one with which the Gas Supplier has a Commercial Alliance.

4 Transporter Initiated Registrations

- 4.1 Transporter Initiated Registrations are a subset of Initial Registration Requests, but they are not initiated by a Gaining Supplier under Paragraph 3.
- 4.2 Where a Shipper is deemed (in accordance with the UNC or IGT UNC) to have granted authority to the Gas Retail Data Agent to register a Supply Meter Point on the Shipper's behalf, then the Gas Retail Data Agent shall submit an Initial Registration Request for the Gas Supplier identified as part of the process under the UNC or IGT UNC.
- 4.3 Following submission of a Transporter Initiated Registration, it shall be subject to the same process as any other Initial Registration Request; save that:

- (a) an Initial Registration Request cannot be Withdrawn by the Gaining Supplier; and
- (b) [the Gas Retail Data Agent, and not the Gaining Supplier, will be notified of the failure of Validation and the reasons for such failure¹].

4.4 The Interface and Timetable for the submission and Validation of Transporter Initiated Registrations is set out in Paragraph 8.2.

5 Registration Service Request Validation

5.1 Following receipt of each Registration Service Request, the CSS Provider must validate the Registration Service Request in accordance with this Paragraph 5, and as further described in the Technical Specification.

5.2 Validation of all Registration Service Requests includes checking that:

- (a) the Registration Service Request was submitted by an Energy Supplier with a Qualified Market Participant Role (or, in the case of a Transporter Initiated Registration, that it names an Energy Supplier with a Qualified Market Participant Role); and
- (b) that the Registration Service Request is consistent with the Energy Supplier's applicable Commercial Alliances and Regulatory Alliances.

5.3 The CSS Provider must, for each Switch Request or Initial Registration Request submitted for an RMP, check:

- (a) that the Registration Service Request was submitted in accordance with Paragraph 2.3 or 3.3 (as applicable);
- (b) that the Energy Supplier is not subject to Market Sanctions (and, in the case of gas RMPs, that the Shipper specified in the Registration Service Request is not subject to Market Sanctions);
- (c) that there is not already a Pending, Confirmed or Secured Active Registration for that RMP;
- (d) if the Switch Request is identified as being part of an OFAF Group, that the applicable requirements of OFAF in the Technical Specification have been met;
- (e) if it is a RMP which is a Related Metering Point, that the Registration Service Request relates to the Primary Metering Point;

¹[This reflects the current Change Request CR-E41 that is being progressed through Switching Programme governance.]

- (f) for Switch Requests, that the Proposed Supply Effective From Date is not within a Standstill Period;
 - (g) for Switch Requests, that the RMP has an RMP Lifecycle Status of Operational or Dormant; and
 - (h) for Initial Registration Requests, that the RMP has an RMP Lifecycle Status of Operational, Dormant or (in the case of electricity RMPs only) Created.
- 5.4 The rules concerning the order in which the CSS Provider must undertake Validation steps, and whether or not the CSS Provider must progress Validation if a Validation step is failed, are set out in the Technical Specification.
- 5.5 Where the Gaining Supplier indicates that a Switch Request forms part of an OFAF Group, if one or more of the Switch Requests within this OFAF Group fail Validation, then:
- (a) the Registration Service Request Status for all of the Switch Requests within this OFAF Group shall be set to Rejected (as described in Paragraph 5.7);
 - (b) the CSS Provider shall (in accordance with Paragraph 5.4) complete Validation for each and every Switch Request in the OFAF Group and notify all reasons for failed Validation identified (as described in the Technical Specification requirements) for each Switch Request to the Gaining Supplier pursuant to Paragraph 5.8; and
 - (c) for those Switch Requests in the OFAF Group that successfully complete Validation in their own right, the Registration Service Request Status shall nevertheless be set to Rejected and a Notification sent to the Gaining Supplier.
- 5.6 Where a Registration Service Request successfully completes Validation, the CSS Provider shall set the Registration Service Request Status to Validated, and the Registration Status to Pending and send Notifications and Synchronisation Messages to the relevant Market Participants as described in Paragraph 13.2.
- 5.7 Where a Registration Service Request does not successfully complete Validation, the CSS Provider shall set the Registration Service Request Status to Rejected, and send a Notification to the initiator of the Registration Service Request.
- 5.8 If a Registration Status has been set to Pending or Confirmed, but the associated RMP Lifecycle Status is changed to Terminated before the Registration Status has become Secured Active, then the Registration Status shall be set to Cancelled (and the CSS Provider shall send Notifications and Synchronisation Messages to the relevant Market Participants as described in Paragraph 13).

- 5.9 For the avoidance of doubt, as described in Paragraph 14, where a Registration Status has become Secured Active or the Registration Status is Active, the Registered Supplier must submit a Registration Deactivation Request in order to set the Registration Status to Inactive following the RMP Lifecycle Status being changed to Terminated or Dormant.

6 Switch Request Objections

- 6.1 In respect of each Registration that is Pending, where the Losing Supplier wishes to submit an Objection Response it must do so within the Objection Window. Where the Losing Supplier submits an Objection Response it shall indicate in the Objection Response whether it is raising an Objection to the Pending Registration or is not raising an Objection to the Pending Registration. A Losing Supplier may only raise an Objection where it is permitted to do so in accordance with its Energy Supply Licence.
- 6.2 The "**Objection Window**" for a Registration that is Pending ends:
- (a) in the case of a Domestic Premises (as recorded in the Central Switching Service), at 17.00 hours on the 1st Working Day after the day on which the Gaining Supplier submitted the Switch Request; or
 - (b) in the case of a Non-Domestic Premises (as recorded in the Central Switching Service), at 17.00 hours on the 2nd Working Day after the day on which the Gaining Supplier submitted the Switch Request.
- 6.3 Practical examples of the time periods which apply to Objection Windows are set out in the Technical Specification.
- 6.4 Where a Losing Supplier raises an Objection to a Pending Registration which has been identified by the Gaining Supplier as relating to a Change of Occupier, the Losing Supplier shall keep (for at least 1 year) a record of the evidence relied upon by the Losing Supplier to justify that it has raised the Objection in accordance with its Energy Supply Licence.
- 6.5 The relevant rules to be applied by the CSS Provider in determining whether to accept or not accept an Objection Response are set out in the Technical Specification.
- 6.6 Where a Switch Request is part of an OFAF Group:
- (a) if the CSS Provider accepts an Objection Response which raises an Objection in respect of one or more requests within this OFAF Group, then all other Pending or Confirmed Registrations within the OFAF Group will be set to Cancelled; and

- (b) if the CSS Provider accepts an Objection Response which does not raise an Objection in respect of one or more Pending or Confirmed Registrations within this OFAF Group, but subsequently accepts an Objection Response which does raise an Objection in respect of one or more Registrations within the OFAF Group, then all other Registrations within the OFAF Group will be set to Cancelled.
- 6.7 Where the RMP is a Related Metering Point, the Losing Supplier shall only submit an Objection Response for the Primary Related Metering Point (and the CSS Provider shall not accept any Objection Responses submitted in relation to a Secondary Related Metering Points). Where the CSS Provider accepts an Objection Response which raises an Objection in respect of a Registration which applies to a Primary Related Metering Point, then the CSS Provider shall treat each Secondary Related Metering Point as if the Objection was also made in relation to it and the Registration will be set to Cancelled.
- 6.8 Where the CSS Provider accepts an Objection Response which raises an Objection in respect of a Registration, the CSS Provider shall set the Registration Status to Cancelled.
- 6.9 The CSS Provider shall set the Registration Status to Confirmed:
 - (a) at the end of the Objection Window if no Objection Response raising an Objection has been accepted before the end of the Objection Window; or
 - (b) (if earlier) where the CSS Provider accepts an Objection Response which does not raise an Objection.
- 6.10 Where a Registration is Cancelled, the CSS Provider shall send Notifications and Synchronisation Messages to the relevant Market Participants as described in Paragraph 13.2.
- 6.11 Where a Registration is Confirmed, the CSS Provider shall send Notifications and Synchronisation Messages to the relevant Market Participants as described in Paragraph 13.3.

7 Interface and Timetable for Submitting, Validating and Objecting to Switch Requests

- 7.1 The following Interface and Timetable sets out the processes and timings for Gaining Suppliers to submit Switch Requests, for the CSS Provider to Validate Switch Requests and for Losing Suppliers to submit Objection Responses:

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Ref	When	Action	From	To	Information Required ²	Method ³
7.1.1	At the initiation of the Gaining Supplier.	Submit Switch Request.	• Gaining Supplier	• CSS Provider	RegMgmtRequestSubmission – Variant – ‘Switch Request’	Switching Network
7.1.2	Upon receipt of the Switch Request, and within timings defined in the Technical Specification.	Record the Switch Request's Registration Service Request Status as ‘Submitted’.	• CSS Provider		Internal Process	
7.1.3	Upon receipt of the Switch Request, and within timings defined in the Technical Specification.	Perform Validation of Switch Request.	• CSS Provider		Internal Process	
7.1.4	If Switch Request fails Validation, and within timings defined in the Technical Specification.	Update Switch Request's Registration Service Request Status to ‘Rejected’.	• CSS Provider		Internal Process	
7.1.5	Following Registration Service Request Status update to ‘Rejected’, and within timings	Issue Notification of Switch Request being Rejected, along with any reason(s) for such rejection compliant with the Technical Specification.	• CSS Provider	• Gaining Supplier	RegMgmtRequestNotification – Variant – ‘Switch Request Rejected Validation’	Switching Network

² [Note: References to CSS Message Variations may be not required as the CSS Messages are expected to be described at a lower level of granularity. We will update the drafting to remove references to CSS Message Variants (instead using the term CSS Message where applicable) if it is confirmed that they are no longer needed once External Physical Baseline is complete.]

³ Method and format of message will be determined by the Market Role of the Originator and Recipient.

	defined in the Technical Specification.					
7.1.6	If a Switch Request successfully completes Validation, and within timings defined in the Technical Specification.	Update Switch Request's Registration Service Request Status to 'Validated', and record Registration Status as 'Pending'. ⁴	<ul style="list-style-type: none"> • CSS Provider 		Internal Process	
7.1.7	Following Registration Status update to 'Pending', and within timings defined in the Technical Specification.	Issue Notification of Registration Status of 'Pending'.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Recipients defined in Paragraph 13.2 	RegMgmtRequestNotification – Variant – 'Registration Status Pending'	Switching Network
7.1.8	Following Registration Status update to 'Pending', and within timings defined in the Technical Specification.	Issue Synchronisation Message for Registration Status of 'Pending'.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Recipients defined in Paragraph 13.2 	Synchronisation Message ⁵ – Variant – 'Registration Status Pending'	Switching Network
7.1.9	Following Switch Request Registration Status update to 'Pending', and within timings defined in the Technical Specification.	Issue the CSS Message 'Invitation to Intervene'.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Losing Supplier 	InvitationtoIntervene – variant: Objection Enquiry	Switching Network

⁴ See Paragraph 5.4 for further rules on OFAF.

⁵ Flow name of Synchronisation Message varies depending upon recipient. See Paragraph 13 for relevant flow name.

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7.1.10	No later than the end of the Objection Window.	Provide the Objection Response to the Switch Request.	<ul style="list-style-type: none"> • Losing Supplier 	<ul style="list-style-type: none"> • CSS Provider 	SwitchIntervention – Variant – Objection	Switching Network
7.1.11	Upon receipt of the Objection Response, and within timings defined in the Technical Specification.	Update the Objection Response to 'Submitted' and perform Validation of the Objection Response.	<ul style="list-style-type: none"> • CSS Provider 		Internal Process	
7.1.12	If the Objection Response fails Validation, and within timings defined in the Technical Specification.	Update Objection Response to 'Rejected' and issue Notification of Objection Response being rejected. ⁶	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Losing Supplier 	RegMgmtRequestNotification – Variant – 'Objection Response Rejection'	Switching Network
7.1.13	Where Objection Response is Validated and provides for an Objection, and within timings defined in the Technical Specification.	Update Objection Response to 'Validated', and Registration Status to 'Cancelled'.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Losing Supplier 	RegMgmtRequestNotification – Variant – 'Objection Response Validation'	
7.1.14	Following update of the Registration Status to 'Cancelled', and within timings defined in the Technical Specification.	Issue Notification of Registration Status being 'Cancelled'.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Recipients defined Paragraph 13.2 	RegMgmtRequestNotification – Variant – 'Registration Status Cancelled'	Switching Network

⁶ This is without prejudice to the Losing Supplier's ability to submit a further Objection Response within the Objection Window.

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7.1.15	Following update of the Registration Status to 'Cancelled', and within timings defined in the Technical Specification.	Issue Synchronisation Message for Registration Status being 'Cancelled'.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Recipients defined Paragraph 13.2 	Synchronisation Message ⁷ – Variant – 'Registration Status Cancelled'	Switching Network
7.1.16	On (i) Validation of an Objection Response from the Losing Supplier indicating that they are not raising an Objection or (ii) at the end of the Objection Window where a Validated Objection Response has not been received from the Losing Supplier, and within timings defined in the Technical Specification.	Update Registration Status as 'Confirmed' ⁸ .	<ul style="list-style-type: none"> • CSS Provider 		Internal Process	
7.1.17	Following update of the Registration Status to 'Confirmed', and within timings defined in the Technical Specification.	Issue Notification of Registration Status being 'Confirmed'.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Recipients defined in Paragraph 13.3 	RegMgmtRequestNotification – Variant – 'Registration Status being 'Registration Confirmed'	Switching Network

⁷ Flow name of Synchronisation Message varies depending upon recipient. See Paragraph 13 for relevant flow name.

⁸ See Paragraph 6.6 for further rules on OFAF.

7.1.18	Following update of the Registration Status to 'Confirmed', and within timings defined in the Technical Specification.	Issue Synchronisation Message for Registration Status being 'Confirmed'.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Recipients defined in Paragraph 13.3 	Synchronisation Message ⁹ – Variant – 'Registration Status being 'Confirmed' Sync'	Switching Network
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8 Interface and Timetable for Submitting and Validating Initial Registration Requests

8.1 The following Interface and Timetable sets out the processes and timings for Energy Suppliers to submit Initial Registration Requests, and for the CSS Provider to Validate Initial Registration Requests submitted by Energy Suppliers:

Ref	When	Action	From	To	Information Required ¹⁰	Method ¹¹
8.1.1	At the initiation of the Gaining Supplier.	Submit Initial Registration Request.	<ul style="list-style-type: none"> • Gaining Supplier 	<ul style="list-style-type: none"> • CSS Provider 	RegMgmtRequestSubmission – Variant – 'Initial Registration Request'	Switching Network
8.1.2	Upon receipt of the Initial Registration Request, and within timings defined in the Technical Specification.	Record the Initial Registration Request's Registration Service Request Status as 'Submitted'.	<ul style="list-style-type: none"> • CSS Provider 		Internal Process	
8.1.3	Upon receipt of the Initial Registration Request, and within	Perform Validation of Initial Registration Request.	<ul style="list-style-type: none"> • CSS Provider 		Internal Process	

⁹ Flow name of Synchronisation Message varies depending upon recipient. See Paragraph 13 for relevant flow name.

¹⁰ [Note: References to CSS Message Variations may be not required as the CSS Messages are expected to be described at a lower level of granularity. We will update the drafting to remove references to CSS Message Variants (instead using the term CSS Message where applicable) if it is confirmed that they are no longer needed once External Physical Baseline is complete.]

¹¹ Method and format of message will be determined by the Market Role of the Originator and Recipient.

	timings defined in the Technical Specification.					
8.1.4	If Initial Registration Request fails Validation, and within timings defined in the Technical Specification.	Update Initial Registration Request's Registration Service Request Status to 'Rejected'.	<ul style="list-style-type: none"> • CSS Provider 		Internal Process	
8.1.5	Following Registration Service Request Status update to 'Rejected', and within timings defined in the Technical Specification.	Issue Notification of Initial Registration Request being Rejected, along with any reason(s) for such rejection compliant with the Technical Specification.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Gaining Supplier 	RegMgmtRequestNotification – Variant – 'Initial Registration Request Rejected Validation'	Switching Network
8.1.6	If an Initial Registration Request successfully completes Validation, and within timings defined in the Technical Specification.	Update Initial Registration Request's Registration Service Request Status to 'Validated', and record Registration Status as 'Pending'. ¹²	<ul style="list-style-type: none"> • CSS Provider 		Internal Process	
8.1.7	Following Registration Status update to 'Pending', and within timings defined in the Technical Specification.	Issue Notification of Registration Status being 'Pending'.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Recipients defined in Paragraph 13.3 	RegMgmtRequestNotification – Variant – 'Initial Registration Status Pending'	Switching Network

¹² See Paragraph 5.4 for further rules on OFAF.

8.1.8	Following Registration Status update to 'Pending, and within timings defined in the Technical Specification.	Issue Synchronisation Message for Registration Status being 'Pending'.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Recipients defined in Paragraph 13.3 	Synchronisation Message ¹³ – Variant – 'Initial Registration Status 'Registration Pending'	Switching Network
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8.2 The following Interface and Timetable sets out the processes and timings for the Gas Retail Data Agent to submit Transporter Initiated Registrations, and for the CSS Provider to Validate Transporter Initiated Registrations:

Ref	When	Action	From	To	Information Required ¹⁴	Method ¹⁵
8.2.1	Where Transporter Initiated Registrations apply as described in Paragraph 4.	Submit Initial Registration Request.	<ul style="list-style-type: none"> • Gas Retail Data Agent 	<ul style="list-style-type: none"> • CSS Provider 	[RegMgmtRequestSubmission – Variant – 'Initial Registration Request']	Switching Network
8.2.2	Upon receipt of the Initial Registration Request, and within timings defined in the Technical Specification.	Record the Initial Registration Request's Registration Service Request Status as 'Submitted'.	<ul style="list-style-type: none"> • CSS Provider 		Internal Process	
8.2.3	Upon receipt of the Initial Registration Request, and within	Perform Validation of Initial Registration Request.	<ul style="list-style-type: none"> • CSS Provider 		Internal Process	

¹³ Flow name of Synchronisation Message varies depending upon recipient. See Paragraph 13 for relevant flow name.

¹⁴ [Note: References to CSS Message Variations may be not required as the CSS Messages are expected to be described at a lower level of granularity. We will update the drafting to remove references to CSS Message Variants (instead using the term CSS Message where applicable) if it is confirmed that they are no longer needed once External Physical Baseline is complete.]

¹⁵ Method and format of message will be determined by the Market Role of the Originator and Recipient.

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	timings defined in the Technical Specification.					
8.2.4	If Initial Registration Request fails Validation, and within timings defined in the Technical Specification.	Update Initial Registration Request Registration's Request Status to 'Rejected'.	<ul style="list-style-type: none"> • CSS Provider 		Internal Process	
8.2.5	Following Registration Service Request Status update to 'Rejected', and within timings defined in the Technical Specification.	Issue Notification of Initial Registration Request being Rejected, along with any reason for such rejection compliant with the Technical Specification.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Gas Retail Data Agent 	[RegMgmtRequestNotification – Variant – 'Initial Registration Request Rejected Validation']	Switching Network
8.2.6	If an Initial Registration Request is Validated, and within timings defined in the Technical Specification.	Update Registration Service Request Status to 'Validated', and record Registration Status as 'Pending'.	<ul style="list-style-type: none"> • CSS Provider 		Internal Process	
8.2.7	Following Registration Status update to 'Pending', and within timings defined in the Technical Specification.	Issue Notification of Registration Status being 'Pending'.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Recipients defined in Paragraph 13.3 	RegMgmtRequestNotification – Variant – 'Registration Status Pending'	Switching Network

8.2.8	Following Registration Status update to 'Pending', and within timings defined in the Technical Specification.	Issue Synchronisation Message for Registration Status being 'Pending'.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Recipients defined in Paragraph 13.3 	Synchronisation Message ¹⁶ – Variant – 'Registration Status Pending'	Switching Network
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9 Withdrawals

- 9.1 The Gaining Supplier may withdraw its proposed Registration, at any time prior to that Registration being Secured Active, by submitting a Withdrawal Request to the CSS Provider.
- 9.2 Withdrawal Requests are subject to Validation under and in accordance with Paragraph 5 and the Technical Specification.
- 9.3 Where the RMP is a Related Metering Point, the Gaining Supplier shall only submit a Withdrawal Request for the Registration relating to the Primary Related Metering Point (and the CSS Provider shall not accept any Withdrawal Requests submitted in relation to Secondary Related Metering Points). Where the CSS Provider accepts a Withdrawal Request in respect of a Registration which applies to a Primary Related Metering Point, then the CSS Provider shall be deemed to have also accepted a Withdrawal Request in relation to the Secondary Related Metering Points for that Primary Related Metering Point.
- 9.4 Where a Pending or Confirmed Registration is part of an OFAF Group, and the CSS Provider accepts a Withdrawal Request in respect of one or more such Pending or Confirmed Registrations, then all other Pending or Confirmed Registrations within the OFAF Group will also be set to Cancelled.
- 9.5 Where the CSS Provider accepts a Withdrawal Request for a Registration, the CSS Provider shall set the Registration Service Request Status to Validated, and the Registration Status to Cancelled.
- 9.6 Where a Registration is Withdrawn, the CSS Provider shall notify the relevant Market Participants as described in Paragraph 13. Paragraph 13.2 shall apply if the Registration Status was Pending (immediately prior to it being Withdrawn). Paragraph 13.3 shall apply if the Registration Status was Confirmed (immediately prior to it being Withdrawn).

¹⁶ Flow name of Synchronisation Message varies depending upon recipient. See Paragraph 13 for relevant flow name.

9.7 The detailed process and timetable for Withdrawal Requests are further described in the following Interface and Timetable:

Ref	When	Action	From	To	Information Required ¹⁷	Method ¹⁸
9.7.1	At the initiation of the Gaining Supplier.	Submit Withdrawal Request.	• Gaining Supplier	• CSS Provider	RegMgmtRequestSubmission – Variant – 'Withdrawal'	Switching Network
9.7.2	Upon receipt of the Withdrawal Request, and within timings defined in the Technical Specification.	Record the Withdrawal Request's Registration Service Request Status as 'Submitted'.	• CSS Provider		Internal Process	
9.7.3	Upon receipt of the Withdrawal Request, and within timings defined in the Technical Specification.	Perform Validation of Withdrawal Request.	• CSS Provider		Internal Process	
9.7.4	If Withdrawal Request fails Validation, and within timings defined in the Technical Specification.	Update Withdrawal Request's Registration Service Request Status to 'Rejected', and issue Notification that Withdrawal Request's Registration Status is 'Rejected' ¹⁹ .	• CSS Provider	• Gaining Supplier	RegMgmtRequestNotification – Variant – 'Withdrawal Rejection'	Switching Network

¹⁷ [Note: References to CSS Message Variations may be not required as the CSS Messages are expected to be described at a lower level of granularity. We will update the drafting to remove references to CSS Message Variants (instead using the term CSS Message where applicable) if it is confirmed that they are no longer needed once External Physical Baseline is complete.]

¹⁸ Method and format of message will be determined by the Market Role of the Originator and Recipient.

¹⁹ This is without prejudice to the Gaining Supplier's ability to submit a further Withdrawal Request.

9.7.5	If Withdrawal Request is Validated, and within timings defined in the Technical Specification.	Update Withdrawal Request's Registration Service Request Status to 'Validated', and the Registration Status to 'Cancelled'.	<ul style="list-style-type: none"> • CSS Provider 		Internal Process	
9.7.6	Following update of the Registration Status to 'Cancelled', and within timings defined in the Technical Specification.	Issue Notification of Registration Status 'Cancelled'.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Recipients defined in Paragraph 13.2 or 13.3 (as applicable) 	RegMgmtRequestNotification – Variant – 'Registration Status Cancelled'	Switching Network
9.7.7	Following update of the Registration Status to 'Cancelled', and within timings defined in the Technical Specification.	Issue Synchronisation Message for Registration Status Cancelled.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Recipients defined in Paragraph 13.2 or 13.3 (as applicable) 	Synchronisation Message ²⁰ – Variant – 'Registration Status Cancelled'	Switching Network

10 Annulment

- 10.1 A Losing Supplier must only submit an Annulment Request in respect of a Registration where the Losing Supplier is permitted to do so in accordance with its Energy Supply Licence. The Losing Supplier may only submit an Annulment Request prior to the Registration being Secured Active.
- 10.2 A Losing Supplier which submits an Annulment Request must retain (for at least 1 year) evidence of the reason for the Annulment Request.
- 10.3 Annulment Requests are subject to Validation under and in accordance with Paragraph 5 and the Technical Specification.
- 10.4 Where a Pending or Confirmed Registration is part of an OFAF Group, and the CSS Provider accepts an Annulment Request in respect of one or more such Pending or Confirmed Registrations, then the Registration Status of all other Registrations within the OFAF Group will also be set to Cancelled.

²⁰ Flow name of Synchronisation Message varies depending upon recipient. See Paragraph 13 for relevant flow name.

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- 10.5 Where the RMP is a Related Metering Point, the Losing Supplier shall only submit an Annulment Request for the Registration relating to the Primary Related Metering Point (and the CSS Provider shall not accept any Annulment Requests submitted in relation to Secondary Related Metering Points). Where the CSS Provider accepts an Annulment Request in respect of a Registration which applies to a Primary Related Metering Point, then the CSS Provider shall be deemed to have also accepted an Annulment Request in relation to the Secondary Related Metering Points for that Primary Related Metering Point.
- 10.6 Where the CSS Provider accepts an Annulment Request for a Pending or Confirmed Registration, the CSS Provider shall set the Registration Service Request Status to Validated, and the Registration Status to Cancelled.
- 10.7 Where a Registration is Annulled, the CSS Provider shall notify the relevant Market Participants as described in Paragraph 13. Paragraph 13.2 shall apply if the Registration Status was Pending (immediately prior to it being Annulled). Paragraph 13.3 shall apply if the Registration Status was Confirmed (immediately prior to it being Annulled).
- 10.8 The detailed process and timings for Annulment are further described in the following Interface and Timetable:

Ref	When	Action	From	To	Information Required ²¹	Method ²²
10.8.1	At the initiation of the Losing Supplier.	Submit Annulment Request.	<ul style="list-style-type: none"> Losing Supplier 	<ul style="list-style-type: none"> CSS Provider 	RegMgmtRequestSubmission – Variant – ‘Switch Intervention’	Switching Network
10.8.2	Upon receipt of the Annulment Request, and within timings defined in the Technical Specification.	Record the Annulment Request's Registration Service Request Status as ‘Submitted’.	<ul style="list-style-type: none"> CSS Provider 		Internal Process	

²¹ [Note: References to CSS Message Variations may be not required as the CSS Messages are expected to be described at a lower level of granularity. We will update the drafting to remove references to CSS Message Variants (instead using the term CSS Message where applicable) if it is confirmed that they are no longer needed once External Physical Baseline is complete.]

²² Method and format of message will be determined by the Market Role of the Originator and Recipient.

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10.8.3	Upon receipt of the Annulment Request, and within timings defined in the Technical Specification.	Perform Validation of Annulment Request.	• CSS Provider		Internal Process	
10.8.4	If Annulment Request fails Validation, and within timings defined in the Technical Specification.	Update Annulment Request's Registration Service Request Status to 'Rejected', and issue Notification that Annulment Request Status is 'Rejected'. ²³	• CSS Provider	• Losing Supplier	RegMgmtRequestNotification – Variant – 'Annulment Rejection'	Switching Network
10.8.5	If Annulment Request is Validated, and within timings defined in the Technical Specification.	Update Registration Service Request Status to 'Validated', and the Registration Status to 'Cancelled'.	• CSS Provider		Internal Process	
10.8.6	Following update of the Registration Status to 'Cancelled', and within timings defined in the Technical Specification.	Issue Notification of Registration Status being 'Cancelled'.	• CSS Provider	• Recipients defined in Paragraph 13.2 or 13.3 (as applicable)	RegMgmtRequestNotification – Variant – 'Registration Status Cancelled'	Switching Network
10.8.7	Following update of the Registration Status to 'Cancelled', and within timings defined in the Technical Specification.	Issue Synchronisation Message for Registration Status being 'Cancelled'.	• CSS Provider	• Recipients defined in Paragraph 13.2 or 13.3 (as applicable)	Synchronisation Message ²⁴ – Variant – 'Registration Status Cancelled'	Switching Network

²³ This is without prejudice to the Losing Supplier's ability to submit a further Annulment Request.

²⁴ Flow name of Synchronisation Message varies depending upon recipient. See Paragraph 13 for relevant flow name.

11 Confirmed Registrations

- 11.1 This Paragraph 11 applies to a Registration that has a Registration Status of Confirmed.
- 11.2 Upon receipt of the Notification of a Registration being Confirmed, and where the RMP has a Prepayment Meter, the Gaining Supplier shall comply with the relevant provisions of the Prepayment Arrangements Schedule.
- 11.3 In the case of an electricity RMP, following receipt of the Notification of a Registration being Confirmed:
- (a) the BSC requires the Gaining Supplier to set Settlement Parameters and appoint Supplier Agents in accordance with the BSC; and
 - (b) the BSC requires the Losing Supplier to de-appoint Supplier Agents in accordance with the BSC.
- 11.4 In the case of a gas RMP, following receipt of the Notification of a Registration being Confirmed:
- (a) the Gaining Supplier must appoint Supplier Agents in accordance with [REC Schedule [Name]];
 - (b) the Losing Supplier must de-appoint Supplier Agents in accordance with [REC Schedule [Name]];
 - (c) the Gaining Supplier and Losing Supplier must each send 'Notify Old Supplier Information' Notifications in accordance with this Paragraph 11; and
 - (d) the UNC requires the Gaining Shipper to set the Settlement Parameters and notify Supplier Agent details in accordance with the UNC.
- 11.5 The following Interface and Timetable applies to Registrations that are Confirmed:

Ref	When	Action	From	To	Information Required ²⁵	Method ²⁶
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²⁵ [Note: References to CSS Message Variations may be not required as the CSS Messages are expected to be described at a lower level of granularity. We will update the drafting to remove references to CSS Message Variants (instead using the term CSS Message where applicable) if it is confirmed that they are no longer needed once External Physical Baseline is complete.]

²⁶ Method and format of message will be determined by the Market Role of the Originator and Recipient.

11.5.1	For Registrations, in the case of an electricity RMP recorded in the CSS as a Domestic Premises, and by the end of the Working Day following the day on which the Losing Supplier receives Notification of the Registration Status being Confirmed.	Issue the 'Notify Old Supplier Information' notification.	<ul style="list-style-type: none"> • Losing Supplier 	<ul style="list-style-type: none"> • Gaining Supplier 	[D0311] – 'NOSI'	Data Transfer Network
11.5.2	For Registrations, in the case of a gas RMP recorded in the CSS as a Domestic Premises, and by the end of the Working Day following the day on which the Losing Supplier receives Notification of the Switch Request Registration Status being Confirmed.	Issue the 'Notify Old Supplier Information' notification.	<ul style="list-style-type: none"> • Losing Supplier 	<ul style="list-style-type: none"> • Gaining Supplier 	[G0802] - 'NOSI'	Data Transfer Network

12 Secured Active Registrations

12.1 In respect of a Registration where the Registration Status is Pending or Confirmed, and at 17.00 hours on the day before the Supply Effective From Date for the Registration, the CSS Provider shall set the Registration Status to Secured Active.

12.2 Upon receipt of the Notification of a Registration Status being Secured Active, and where the RMP has a Prepayment Meter, the Gaining Supplier shall comply with the relevant provisions of the Prepayment Arrangements Schedule.

12.3 The following Interface and Timetable applies to Registrations where the Registration Status is where the Registration Status is Pending or Confirmed:

Ref	When	Action	From	To	Information Required ²⁷	Method ²⁸
12.3.1	At 17.00 on the day prior to the Supply Effective From Date.	Update the Gaining Supplier’s Registration Status to ‘Secured Active’. And in the case of a Switch Request, the Losing Supplier’s Registration Status to ‘Secured Inactive’.	<ul style="list-style-type: none"> • CSS Provider 		Internal Process	
12.3.2	Following update of the Registration Status to ‘Secured Active’, and within timings defined in the Technical Specification.	Issue Notification of Registration Status being ‘Secured Active’. And in the case of a Switch Request, the Losing Supplier’s Registration Status being ‘Secured Inactive’.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Recipients defined Paragraph 13.4 	RegMgmtRequestNotification – Variant – ‘Registration Status Secured Active’	Switching Network
12.3.3	Following update of the Registration Status to ‘Secured Active’, and within timings defined in the Technical Specification.	Issue Synchronisation Message for Registration Status being ‘Secured Active’. And in the case of a Switch Request, the Losing Supplier’s Registration Status being ‘Secured Inactive’.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Recipients defined Paragraph 13.4 	Synchronisation Message ²⁹ – Variant – ‘Registration Status Secured Active’	Switching Network

²⁷ [Note: References to CSS Message Variations may be not required as the CSS Messages are expected to be described at a lower level of granularity. We will update the drafting to remove references to CSS Message Variants (instead using the term CSS Message where applicable) if it is confirmed that they are no longer needed once External Physical Baseline is complete.]

²⁸ Method and format of message will be determined by the Market Role of the Originator and Recipient.

²⁹ Flow name of Synchronisation Message varies depending upon recipient. See Paragraph 13 for relevant flow name.

12.3.4	To have effect from 00.00 at the start of the Supply Effective From Date.	Update the Gaining Supplier's Registration Status to 'Active'.	• CSS Provider		Internal Process	
12.3.5	In the case of a Switch Request, to have effect from 00.00 at the start of the Supply Effective From Date.	Update the Losing Supplier's Registration Status to 'Inactive'.	• CSS Provider		Internal Process	

13 Registration Status: Sending of Notifications and Synchronisation Messages

13.1 This Paragraph 13 applies in respect of a Registration Service Request where one of Paragraphs 5 to 12 provides for this Paragraph 13 to apply. Which of Paragraph 13.2, 13.3 or 13.4 applies depends on the Registration Status of the relevant Registration (as further described in those Paragraphs).

Where the Registration Status is Pending

13.2 If the CSS Provider is required to send Notifications and/or Synchronisation Messages in accordance with this Paragraph 13, and where the affected Registration has a Registration Status of Pending (or had a status of Pending immediately prior to being Cancelled), the following Interface and Timetable shall apply:

Ref	When	Action	From	To	Information Required ³⁰	Method ³¹
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³⁰ [Note: References to CSS Message Variations may be not required as the CSS Messages are expected to be described at a lower level of granularity. We will update the drafting to remove references to CSS Message Variants (instead using the term CSS Message where applicable) if it is confirmed that they are no longer needed once External Physical Baseline is complete.]

³¹ Method and format of message will be determined by the Market Role of the Originator and Recipient.

13.2.1	Where this Paragraph 13.2 applies, and within timings defined in the Technical Specification.	Issue relevant Notification as specified in the relevant Interface and Timetable.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Gaining Supplier • Losing Supplier 	RegMgmtRequestNotification – Variant – As specified in the Technical Specification	Switching Network
13.2.1.1	Additionally in the case of a gas RMP, and within timings defined in the Technical Specification.	Issue relevant Notification as specified in the relevant Interface and Timetable.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Gaining Shipper • Losing Shipper 	RegMgmtRequestNotification – Variant – As specified in the Technical Specification	Switching Network
13.2.2	Where this Paragraph 13.2 applies, and within timings defined in the Technical Specification.	Issue relevant Synchronisation Message as specified in the relevant Interface and Timetable.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • DCC 	RMPRgApptSync – Variant – As specified in the Technical Specification	Switching Network
13.2.2.1	In the case of a gas RMP, where this Paragraph 13.2 applies, and within timings defined in the Technical Specification.	Issue relevant Synchronisation Message as specified in the relevant Interface and Timetable.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • ESP – GES • Gas Retail Data Agent 	GasRegistration – Variant – As specified in the Technical Specification	Switching Network
13.2.2.2	In the case of an electricity RMP, where this Paragraph 13.2 applies, and within timings defined in the Technical Specification.	Issue relevant Synchronisation Message as specified in the relevant Interface and Timetable.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • ESP – EES • Electricity Retail Data Agent 	ElectricityRegistration – Variant – As specified in the Technical Specification	Switching Network
13.2.3	Following receipt of Synchronisation Message, and within	Action applicable Receipt Response for Synchronisation Message.	<ul style="list-style-type: none"> • DCC • ESP – GES • Gas Retail Data Agent 		Internal Process	

	timings defined in the Technical Specification.		<ul style="list-style-type: none"> • ESP – EES • Electricity Retail Data Agent 			
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Where the Registration Status is Confirmed

13.3 If the CSS Provider is required to send Notifications and/or Synchronisation Messages in accordance with this Paragraph 13, and where the affected Registration has a Registration Status of Confirmed (or had a status of Confirmed immediately prior to being Cancelled), the following Interface and Timetable shall apply (noting that, in the case of Initial Registration Requests, there is no Losing Supplier, so no Notifications need be sent to the Losing Supplier, Losing Shipper or Losing Supplier Agents):

Ref	When	Action	From	To	Information Required ³²	Method ³³
13.3.1	Where this Paragraph 13.3 applies, and within timings defined in the Technical Specification.	Issue relevant Notification as specified in the relevant Interface and Timetable.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Gaining Supplier • Losing Supplier • Losing MEM 	RegMgmtRequestNotification – Variant – As specified in the Technical Specification	Switching Network
13.3.1.1	Additionally in the case of a gas RMP, and within timings defined in the Technical Specification.	Issue relevant Notification as specified in the relevant Interface and Timetable.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Gaining Shipper • Losing Shipper 	RegMgmtRequestNotification – Variant – As specified in the Technical Specification	Switching Network
13.3.1.2	Additionally in the case of an electricity RMP, and within timings	Issue relevant Notification as specified in the relevant Interface and Timetable.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Losing DC • Losing DA 	RegMgmtRequestNotification – Variant – As specified	Switching Network

³² [Note: References to CSS Message Variations may be not required as the CSS Messages are expected to be described at a lower level of granularity. We will update the drafting to remove references to CSS Message Variants (instead using the term CSS Message where applicable) if it is confirmed that they are no longer needed once External Physical Baseline is complete.]

³³ Method and format of message will be determined by the Market Role of the originator and recipient.

	defined in the Technical Specification.			<ul style="list-style-type: none"> • Losing MA (for Unmetered Supplies only) 	in the Technical Specification	
13.3.2	Where this Paragraph 13.3 applies, 13.3.2.1 or 13.3.2.2 will apply (depending whether it is a gas RMP or an electricity RMP)					
13.3.2.1	In the case of a gas RMP where this Paragraph 13.3 applies, and within timings defined in the Technical Specification.	Issue relevant Synchronisation Message as specified in the relevant Interface and Timetable.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • ESP – GES • Gas Retail Data Agent 	GasRegistration – Variant – As specified in the Technical Specification RegistrationSync – Variant – As specified in the relevant Technical Specification	Switching Network
13.3.2.2	In the case of an electricity RMP, where this Paragraph 13.3 applies, and within timings defined in the Technical Specification.	Issue relevant Synchronisation Message as specified in the relevant Interface and Timetable.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • ESP – EES • Electricity Retail Data Agent 	ElectricityRegistration – Variant – As specified in the Technical Specification RegistrationSync – Variant – As specified in the relevant Technical Specification	Switching Network
13.3.3	Following receipt of Synchronisation Message, and within	Action applicable Receipt Response for Synchronisation Message.	<ul style="list-style-type: none"> • ESP – GES • Gas Retail Data Agent • ESP – EES 		Internal Process	

	timings defined in the Technical Specification.		<ul style="list-style-type: none"> Electricity Retail Data Agent 			
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Where the Registration Status is Secured Active

13.4 If the CSS Provider is required to send Notifications and/or Synchronisation Messages in accordance with this Paragraph 13, and where the affected Registration has a Registration Status of Secured Active, the following Interface and Timetable shall apply (noting that, in the case of Initial Registration Requests, there is no Losing Supplier, so no Notifications need be sent to the Losing Supplier, Losing Shipper or Losing Supplier Agents):

Ref	When	Action	From	To	Information Required ³⁴	Method ³⁵
13.4.1	Where this Paragraph 13.4 applies, and within timings defined in the Technical Specification.	Issue relevant Notification as specified in the relevant Interface and Timetable.	<ul style="list-style-type: none"> CSS Provider³⁶ 	<ul style="list-style-type: none"> Gaining Supplier Losing Supplier Losing MEM MAP(s) 	RegMgmtRequestNotification – Variant – As specified in the Technical Specification	Switching Network
13.4.1.1	Additionally in the case of a gas RMP, and within timings defined in the Technical Specification.	Issue relevant Notification as specified in the relevant Interface and Timetable.	<ul style="list-style-type: none"> CSS Provider 	<ul style="list-style-type: none"> Gaining Shipper Losing Shipper 	RegMgmtRequestNotification – Variant – As specified in the Technical Specification	Switching Network
13.4.1.2	Additionally in the case of an electricity RMP, and within timings	Issue relevant Notification as specified in the relevant Interface and Timetable.	<ul style="list-style-type: none"> CSS Provider 	<ul style="list-style-type: none"> Losing DC Losing DA 	RegMgmtRequestNotification – Variant – As specified in the relevant Technical Specification	Switching Network

³⁴ [Note: References to CSS Message Variations may be not required as the CSS Messages are expected to be described at a lower level of granularity. We will update the drafting to remove references to CSS Message Variants (instead using the term CSS Message where applicable) if it is confirmed that they are no longer needed once External Physical Baseline is complete.]

³⁵ Method and format of message will be determined by the Market Role of the Originator and Recipient.

³⁶ The CSS Message related to Registration Secured Active will also contain the Date and Time at which point the Registration Status will become Active.

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	defined in the Technical Specification.			<ul style="list-style-type: none"> • Losing MA (for Unmetered Supplies only) 		
13.4.2	Where this Paragraph 13.4 applies, and within timings defined in the Technical Specification.	Issue relevant Synchronisation Message as specified in the relevant Interface and Timetable.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • DCC 	RMPRgApptSync – Variant – As specified in the Technical Specification	Switching Network
13.4.2.1	In the case of a gas RMP, where this Paragraph 13.4 applies, and within timings defined in the Technical Specification.	Issue relevant Synchronisation Message as specified in the relevant Interface and Timetable.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • ESP – GES • Gas Retail Data Agent 	GasRegistration – Variant – As specified in the relevant Technical Specification RegistrationSync – Variant – As specified in the relevant Technical Specification	Switching Network
13.4.2.2	In the case of an electricity RMP where this Paragraph 13.4 applies, and within timings defined in the Technical Specification.	Issue relevant Synchronisation Message as specified in the relevant Interface and Timetable.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • ESP – EES • Electricity Retail Data Agent 	ElectricityRegistration – Variant – As specified in the Technical Specification RegistrationSync – Variant – As specified in the relevant Technical Specification	Switching Network
13.4.3	Following receipt of Synchronisation Message, and within timings defined in the Technical Specification.	Action applicable Receipt Response for Synchronisation Message.	<ul style="list-style-type: none"> • DCC • ESP – GES • Gas Retail Data Agent • ESP – EES 		Internal Process	

			• Electricity Retail Data Agent			
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14 Registration Deactivation Requests

- 14.1 A Registration Deactivation Request can only be submitted in respect of an RMP with an RMP Lifecycle Status of Dormant or Terminated. An RMP's RMP Lifecycle Status can be changed in accordance with the Data Management Schedule.
- 14.2 An Energy Supplier can only submit a Deregistration Request for an RMP while they are the Registered Supplier for that RMP.
- 14.3 The Supply Effective Through Date which can be specified in a Registration Deactivation Request must be either:
- (a) the same date as the submission date, if submitted prior to 17.00 hours on the submission date; or
 - (b) the next calendar day, if submitted after 17.00 hours on the submission date.
- 14.4 Registration Deactivation Requests are subject to Validation in accordance with Paragraph 5 and the Technical Specification.
- 14.5 The following Interface and Timetable applies to the submission of Registration Deactivation Requests, and their acceptance or rejection by the CSS Provider:

Ref	When	Action	From	To	Information Required ³⁷	Method ³⁸
14.5.1	At the initiation of an Energy Supplier.	Submit Registration Deactivation Request.	• Energy Supplier	• CSS Provider	RegMgmtRequestSubmission – Variant – 'Registration Deactivation Request'	Switching Network

³⁷ [Note: References to CSS Message Variations may be not required as the CSS Messages are expected to be described at a lower level of granularity. We will update the drafting to remove references to CSS Message Variants (instead using the term CSS Message where applicable) if it is confirmed that they are no longer needed once External Physical Baseline is complete.]

³⁸ Method and format of message will be determined by the Market Role of the Originator and Recipient.

14.5.2	Upon receipt of the Registration Deactivation Request, and within timings defined in the Technical Specification.	Record the Registration Deactivation Request's Registration Service Request Status as 'Submitted'.	<ul style="list-style-type: none"> • CSS Provider 		Internal Process	
14.5.3	Upon receipt of the Registration Deactivation Request, and within timings defined in the Technical Specification.	Perform Validation of Registration Deactivation Request.	<ul style="list-style-type: none"> • CSS Provider 		Internal Process	
14.5.4	Upon receipt of the Registration Deactivation Request, and within timings defined in the Technical Specification.	Perform Validation on the Registration Deactivation Request.	<ul style="list-style-type: none"> • CSS Provider 		Internal Process	
14.5.5	If Registration Deactivation Request fails Validation, and within timings defined in the Technical Specification.	Set Registration Deactivation Request to 'Rejected'. Then issue Notification of Deactivation Request being rejected, along with any reason for such rejection compliant with the Technical Specification.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Energy Supplier 	RegMgmtRequestNotification – Variant – 'Registration Deactivation Request'	Switching Network
14.5.6	If a Registration Deactivation Request is Validated, and within	Update Registration Deactivation Request Status to 'Validated' and the Registration Status to 'Secured	<ul style="list-style-type: none"> • CSS Provider 		Internal Process	

	timings defined in the Technical Specification.	Inactive’. Record the Registration Supply Effective Through Date.				
14.5.7	Following update of the Registration Status to ‘Secured Inactive’, and within timings defined in the Technical Specification	Issue Notification of Registration Status as ‘Secured Inactive’.	• CSS Provider	• Recipients defined in Paragraph 14.6	RegMgmtRequestNotification – Variant – ‘Registration Deactivation Request’	Switching Network
14.5.8	Following update of the Registration Status to ‘Secured Inactive’, and within timings defined in the Technical Specification.	Issue Synchronisation Message for Registration Status to ‘Inactive’.	• CSS Provider	• Recipients defined in Paragraph 14.6	Synchronisation Message ³⁹ – Variant – ‘Registration Deactivation Request’	Switching Network
14.5.9	To have effect from 00.00 at the end of the Supply Effective Through Date.	Update the Energy Supplier’s Registration Status to ‘Inactive’.	• CSS Provider		Internal Process	

14.6 The following Interface and Timetable sets out the Notifications and Synchronisation Messages to be sent on acceptance by the CSS Provider of a Deregistration Request:

Ref	When	Action	From	To	Information Required	Method
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³⁹ Flow name of Synchronisation Message varies depending upon recipient. See Paragraph 14.6 for relevant flow name.

14.6.1	Where this Paragraph 14.6 applies, and within timings defined in the Technical Specification.	Issue Notification of Deregistration Request being Validated.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Energy Supplier • MAP • MEM • MAP(s) 	RegMgmtRequestNotification – Variant – As specified in the Technical Specification	Switching Network
14.6.1.1	Additionally in the case of a gas RMP, and within timings defined in the Technical Specification.	Issue Notification of Deregistration Request being Validated.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Shipper 	RegMgmtRequestNotification – Variant – As specified in the Technical Specification	Switching Network
14.6.1.2	Additionally in the case of an electricity RMP, and within timings defined in the Technical Specification.	Issue Notification of Deregistration Request being accepted.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • DC • DA • MA (for Unmetered Supplies only) 	RegMgmtRequestNotification – Variant – As specified in the Technical Specification	Switching Network
14.6.2	Where this Paragraph 14.6 applies, and within timings defined in the Technical Specification.	Issue Synchronisation Message for Validated Deregistration Request.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • DCC 	RMPRgApptSync – Variant – As specified in the Technical Specification	Switching Network
14.6.2.1	In the case of a gas RMP, where this Paragraph 14.6 applies, and within timings defined in the Technical Specification.	Issue Synchronisation Message for Validated Deregistration Request.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • ESP – GES • Gas Retail Data Agent 	<p>GasRegistration – Variant – As specified in the Technical Specification</p> <p>RegistrationSync – Variant – As specified in the relevant Technical Specification</p>	Switching Network

14.6.2.2	In the case of an electricity RMP, where this Paragraph 14.6 applies, and within timings defined in the Technical Specification.	Issue Synchronisation Message for Validated Deregistration Request.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • ESP – EES • Electricity Retail Data Agent 	ElectricityRegistration – Variant – As specified in the Technical Specification RegistrationSync – Variant – As specified in the relevant Technical Specification	Switching Network
14.6.3	Following receipt of Synchronisation Message, and in accordance with the Technical Specification.	Action applicable Receipt Response for Synchronisation Message.	<ul style="list-style-type: none"> • DCC • ESP – GES • Gas Retail Data Agent • ESP – EES • Electricity Retail Data Agent 		Internal Process	

15 Change of Shipper Requests

- 15.1 Only Gas Suppliers can submit a Change of Shipper Request. A Gas Supplier can only submit a Change of Shipper Request for an RMP while it is the Registered Supplier for that RMP.
- 15.2 The effective date which can be specified in a Change of Shipper Request must be a date occurring before any date on which the Energy Supplier's Registration is due to become Inactive; and:
- (a) in the case of a Change of Shipper Request submitted before 17.00 hours, no earlier than the next day after the day on which it was submitted; or
 - (b) in the case of a Change of Shipper Request submitted at or after 17.00 hours, no earlier than the second day after the day on which it was submitted.
- 15.3 To determine whether to accept or reject a Change of Shipper Request submitted by an Energy Supplier, the CSS Provider shall:

- (a) check that the Shipper specified in the request is not subject to Market Sanctions;
- (b) check that the request is consistent with the Energy Supplier's applicable Regulatory Alliances and Commercial Alliances; and
- (c) follow any other Validation rules set out in Paragraph 5 or the Technical Specification.

15.4 The following Interface and Timetable applies to the Change of Shipper Requests, and their acceptance or rejection by the CSS Provider:

Ref	When	Action	From	To	Information Required ⁴⁰	Method ⁴¹
15.4.1	At the initiation of an Energy Supplier.	Submit Change of Shipper Request.	• Energy Supplier	• CSS Provider	RegMgmtRequestSubmission – Variant – ‘change to a Shipper (unrelated to a Registration Service Request) ’	Switching Network
15.4.2	Upon receipt of the Change of Shipper Request, and within timings defined in the Technical Specification.	Set Registration Event Request's Registration Status to ‘Submitted’, then determine whether to accept or reject the Change of Shipper Request.	• CSS Provider		Internal Process	
15.4.3	If Change of Shipper Request is rejected and within timings defined in the Technical Specification.	Set Registration Event Request's Registration Status to ‘Rejected’. Then issue Notification of Change of Shipper Request being rejected, along with any reason for such rejection compliant with the Technical Specification.	• CSS Provider	• Energy Supplier	RegMgmtRequestNotification – Variant – ‘change to a Shipper (unrelated to a Registration Service Request) Rejected Validation’	Switching Network

⁴⁰ [Note: References to CSS Message Variations may be not required as the CSS Messages are expected to be described at a lower level of granularity. We will update the drafting to remove references to CSS Message Variants (instead using the term CSS Message where applicable) if it is confirmed that they are no longer needed once External Physical Baseline is complete.]

⁴¹ Method and format of message will be determined by the Market Role of the Originator and Recipient.

15.4.4	If a Change of Shipper Request is accepted, and within timings defined in the Technical Specification.	Set Registration Event Request's Registration Status to 'Validated'. Then record the change of Shipper and the effective date of such change.	<ul style="list-style-type: none"> • CSS Provider 		Internal Process	
15.4.5	If a Change of Shipper Request is accepted, and within timings defined in the Technical Specification.	Issue Notification of an accepted Change of Shipper Request, and the effective date of such change.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Recipients defined in Paragraph 15.6 	RegMgmtRequestNotification – Variant – 'change to a Shipper (unrelated to a Registration Service Request)'	Switching Network
15.4.6	If a Change of Shipper Request is accepted, and within timings defined in the Technical Specification.	Issue Synchronisation Message for an accepted Change of Shipper Request, and the effective date of such change.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Recipients defined in Paragraph 15.6 	Synchronisation Message ⁴² – Variant – 'change to a Shipper (unrelated to a Registration Service Request)'	Switching Network

15.5 Where a Change of Shipper Request has been accepted for an RMP, but has yet to become effective, the following events shall result in this Change of Shipper Request not becoming effective:

- (a) a subsequent Change of Shipper Request, regardless of the effective date of such request; or
- (b) a new Energy Supplier's Registration becoming Secured Active in respect of that RMP, with a Supply Effective From Date which is the same as or prior to the Effective From Date of the Change of Shipper Request.

⁴² Flow name of Synchronisation Message varies depending upon recipient. See Paragraph 15.6 for relevant flow name.

15.6 The following Interface and Timetable applies where the CSS Provider is required to send Notifications and Synchronisation Messages under Paragraph 15.4:

Ref	When	Action	From	To	Information Required ⁴³	Method ⁴⁴
15.6.1	Where this Paragraph 15.6 applies, and within timings defined in the Technical Specification.	Issue relevant Notification as specified in the relevant Interface and Timetable.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Energy Supplier 	RegMgmtRequestNotification – Variant – As specified in the Technical Specification	Switching Network
15.6.2	Where this Paragraph 15.6 applies, and within timings defined in the Technical Specification.	Issue relevant Notification as specified in the relevant Interface and Timetable.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • The two Shippers affected by the acceptance or cancellation of the Change of Shipper Request 	RegMgmtRequestNotification – Variant – As specified in the Technical Specification	Switching Network
15.6.3	Where this Paragraph 15.6 applies, and within timings defined in the Technical Specification.	Issue relevant Synchronisation Message as specified in the relevant Interface and Timetable.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • ESP – GES • Gas Retail Data Agent 	GasRegistration – Variant – As specified in the relevant Technical Specification RegistrationSync – Variant – As specified in the relevant Technical Specification	Switching Network
15.6.4	Following receipt of Synchronisation	Action applicable Receipt Response for Synchronisation Message.	<ul style="list-style-type: none"> • ESP – GES 		Internal Process	

⁴³ [Note: References to CSS Message Variations may be not required as the CSS Messages are expected to be described at a lower level of granularity. We will update the drafting to remove references to CSS Message Variants (instead using the term CSS Message where applicable) if it is confirmed that they are no longer needed once External Physical Baseline is complete.]

⁴⁴ Method and format of message will be determined by the Market Role of the Originator and Recipient.

	Message, and within timings defined in the Technical Specification.		• Gas Retail Data Agent			
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16 Change of Domestic Premises Indicator Requests

- 16.1 An Energy Supplier can only submit a Change of Domestic Premises Indicator Request for an RMP while they are the Registered Supplier for that RMP. As the Data Master for the Data Item recorded as the Domestic Premises Indicator for an RMP, the Registered Supplier shall update this Data Item where it becomes aware that it is not correct.
- 16.2 The effective date which can be specified in a Change of Domestic Premises Indicator Request must be a date occurring before any date on which the Energy Supplier's Registration is due to become Inactive.
- 16.3 Any other Validation rules to be applied by the CSS Provider in determining whether to accept or reject a Change of Domestic Premises Indicator Request are set out in the Technical Specification.
- 16.4 The following Interface and Timetable applies to the Change of Domestic Premises Indicator Requests, and their acceptance or rejection by the CSS Provider:

Ref	When	Action	From	To	Information Required ⁴⁵	Method ⁴⁶
16.4.1	Following an Energy Supplier identifying that this Data Item is not correct.	Submit Change of Domestic Premises Indicator Request.	• Energy Supplier	• CSS Provider	RegMgmtRequestSubmission – Variant – 'change to the Domestic Premises Indicator'	Switching Network

⁴⁵ [Note: References to CSS Message Variations may be not required as the CSS Messages are expected to be described at a lower level of granularity. We will update the drafting to remove references to CSS Message Variants (instead using the term CSS Message where applicable) if it is confirmed that they are no longer needed once External Physical Baseline is complete.]

⁴⁶ Method and format of message will be determined by the Market Role of the Originator and Recipient.

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16.4.2	Upon receipt of the Change of Domestic Premises Indicator Request, and within timings defined in the Technical Specification.	Set Registration Event Request's Registration Status to 'Submitted', then perform Validation on the Change of Domestic Premises Indicator Request.	<ul style="list-style-type: none"> • CSS Provider 		Internal Process	
16.4.3	If Change of Domestic Premises Indicator Request fails Validation, and within timings defined in the Technical Specification.	Set Registration Event Request's Registration Status to 'Rejected', then issue Notification of Change of Domestic Premises Indicator Request being rejected, along with any reason for such rejection compliant with the Technical Specification.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Energy Supplier 	RegMgmtRequestNotification – Variant – 'change to the Domestic Premises Indicator Rejected Validation'	Switching Network
16.4.4	If a Change of Domestic Premises Indicator Request is Validated, and within timings defined in the Technical Specification.	Set Registration Event Request's Registration Status to 'Validated', then Record the change to the Domestic Premises Indicator and the effective date of such change.	<ul style="list-style-type: none"> • CSS Provider 		Internal Process	
16.4.5	If a Change of Domestic Premises Indicator Request is Validated, and within timings defined in the Technical Specification.	Issue Notification of an accepted Change of Domestic Premises Indicator Request.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Recipients defined in Paragraph 16.6 	RegMgmtRequestNotification – Variant – 'change to the Domestic Premises Indicator'	Switching Network

16.4.6	If a Change of Domestic Premises Indicator Request is Validated, and within timings defined in the Technical Specification.	Issue Synchronisation Message for an accepted Change of Domestic Premises Indicator Request.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Recipients defined in Paragraph 16.6 	Synchronisation Message ⁴⁷ – Variant – ‘change to the Domestic Premises Indicator’	Switching Network
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16.5 Where a Change of Domestic Premises Indicator Request has been accepted for an RMP, but has yet to become effective, the following events shall result in this Change of Domestic Premises Indicator Request not becoming effective:

- (a) a subsequent Change of Domestic Premises Indicator Request, regardless of the effective date of such request; or
- (b) a new Energy Supplier's Registration becoming Secured Active in respect of that RMP, with a Supply Effective From Date which is the same as or prior to the effective date of the Change of Domestic Premises Indicator Request.

16.6 The following Interface and Timetable applies where the CSS Provider is required to send Notifications and Synchronisation Messages under Paragraph 16.4:

Ref	When	Action	From	To	Information Required ⁴⁸	Method ⁴⁹
16.6.1	Where this Paragraph 16.6 applies, and within timings defined in the Technical Specification.	Issue relevant Notification as specified in the relevant Interface and Timetable.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • Energy Supplier 	RegMgmtRequestNotification – Variant – As specified in the Technical Specification	Switching Network

⁴⁷ Flow name of Synchronisation Message varies depending upon recipient. See Paragraph 16.6 for relevant flow name.

⁴⁸ [Note: References to CSS Message Variations may be not required as the CSS Messages are expected to be described at a lower level of granularity. We will update the drafting to remove references to CSS Message Variants (instead using the term CSS Message where applicable) if it is confirmed that they are no longer needed once External Physical Baseline is complete.]

⁴⁹ Method and format of message will be determined by the Market Role of the Originator and Recipient.

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16.6.2	Where this Paragraph 16.6 applies, and within timings defined in the Technical Specification.	Issue relevant Synchronisation Message as specified in the relevant Interface and Timetable.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • DCC 	RMPRgApptSync – Variant – As specified in the Technical Specification	Switching Network
16.6.2.1	In the case of a gas RMP, where this Paragraph 16.6 applies, and within timings defined in the Technical Specification.	Issue relevant Synchronisation Message as specified in the relevant Interface and Timetable.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • ESP – GES • Gas Retail Data Agent 	GasRegistration – Variant – As specified in the relevant Technical Specification RegistrationSync – Variant – As specified in the relevant Technical Specification	Switching Network
16.6.2.2	In the case of an electricity RMP where this Paragraph 16.6 applies, and within timings defined in the Technical Specification.	Issue relevant Synchronisation Message as specified in the relevant Interface and Timetable.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • ESP – EES • Electricity Retail Data Agent 	ElectricityRegistration – Variant – As specified in the Technical Specification RegistrationSync – Variant – As specified in the relevant Technical Specification	Switching Network
16.6.3	Following receipt of Synchronisation Message, and within timings defined in the Technical Specification.	Action applicable Receipt Response for Synchronisation Message.	<ul style="list-style-type: none"> • DCC • ESP – GES • Gas Retail Data Agent • ESP – EES • Electricity Retail Data Agent 		Internal Process	

17 Supplier Agent Appointment and Update of Meter Asset Provider

17.1 This Paragraph 17 governs the process for updating the Central Switching Service to record the Appointment of one or more Supplier Agents for an RMP, or changes to one or more such Appointments. This Paragraph 17 also governs the process for updating the Central Switching Service to record the Meter Asset Provider(s) for an RMP, or changes to the Meter Asset Provider(s) for an RMP.

17.2 The following Interface and Timetable applies:

Ref	When	Action	From	To	Information Required ⁵⁰	Method ⁵¹
17.2.1	Upon receipt of a valid 'Agent Appointment' Notification or update of the MAP(s) recorded at an RMP, and within timings defined in the Technical Specification.	Issue 'Agent Appointment' Synchronisation Message.	<ul style="list-style-type: none"> Electricity Retail Data Agent 	<ul style="list-style-type: none"> CSS Provider⁵² 	Synchronisation Message ⁵³ – Agent Appointment	
17.2.2	Upon receipt of a valid 'Agent Appointment' Notification or update of the MAP(s) recorded at an RMP, and within	Issue 'Agent Appointment' Synchronisation Message.	<ul style="list-style-type: none"> Gas Retail Data Agent 	<ul style="list-style-type: none"> CSS Provider⁵⁴ 	Synchronisation Message ⁵⁵ – Agent Appointment	Switching Network

⁵⁰ [Note: References to CSS Message Variations may be not required as the CSS Messages are expected to be described at a lower level of granularity. We will update the drafting to remove references to CSS Message Variants (instead using the term CSS Message where applicable) if it is confirmed that they are no longer needed once External Physical Baseline is complete.]

⁵¹ Method and format of message will be determined by the Market Role of the Originator and Recipient.

⁵² The Enquiry Service Provider is also informed, but this does not occur under this Code.

⁵³ Flow name of Synchronisation Message varies depending upon Supplier Agent type (Market Participant Role). See Paragraph 17.3 for relevant flow name.

⁵⁴ The Enquiry Service Provider is also informed, but this does not occur under this Code.

⁵⁵ Flow name of Synchronisation Message varies depending upon Supplier Agent type (Market Participant Role). See Paragraph 17.3 for relevant flow name.

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	timings defined in the Technical Specification.					
17.2.3	Upon receipt of a valid 'Agent Appointment' Notification, and within timings defined in the Technical Specification.	Record the updated 'Agent Appointment Detail' contained within the valid 'Agent Appointment' Notification.	<ul style="list-style-type: none"> • CSS Provider 		Internal Process	
17.2.4	In the case of an 'Agent Appointment' Notification related to a MEM, and within timings defined in the Technical Specification.	Issue 'Agent Appointment' Synchronisation Message.	<ul style="list-style-type: none"> • CSS Provider 	<ul style="list-style-type: none"> • DCC 	RMPRegApptSync – Variant – MEM Appointment	[Switching Network]

17.3 Where Paragraph 17.2 requires that an 'Agent Appointment' Synchronisation Message is sent, the following Interface and Timetable shall apply:

Ref	When	Action	From	To	Information Required ⁵⁶	Method ⁵⁷
17.3.1	In the case of an 'Agent Appointment' Notification related to a MEM at a gas RMP, and within timings defined in	Issue 'Agent Appointment' Synchronisation Message.	<ul style="list-style-type: none"> • Gas Retail Data Agent 	<ul style="list-style-type: none"> • CSS Provider 	MEM Appointment	Switching Network

⁵⁶ [Note: References to CSS Message Variations may be not required as the CSS Messages are expected to be described at a lower level of granularity. We will update the drafting to remove references to CSS Message Variants (instead using the term CSS Message where applicable) if it is confirmed that they are no longer needed once External Physical Baseline is complete.]

⁵⁷ Method and format of message will be determined by the Market Role of the Originator and Recipient.

	the Technical Specification.					
17.3.2	In the case of an 'Agent Appointment' Notification related to a MEM at an electricity RMP, and within timings defined in the Technical Specification.	Issue 'Agent Appointment' Synchronisation Message.	<ul style="list-style-type: none"> Electricity Retail Data Agent 	<ul style="list-style-type: none"> CSS Provider 	MEM Appointment	Switching Network
17.3.3	In the case of an update of the MAP(s) recorded at a gas RMP, and within timings defined in the Technical Specification.	Issue Synchronisation Message detailing the update of the MAP(s) recorded.	<ul style="list-style-type: none"> Gas Retail Data Agent 	<ul style="list-style-type: none"> CSS Provider 	SupplyMeterPointSync	Switching Network
17.3.4	In the case of an update of the MAP(s) recorded at an electricity RMP, and within timings defined in the Technical Specification.	Issue Synchronisation Message detailing the update of the MAP(s) recorded.	<ul style="list-style-type: none"> Electricity Retail Data Agent 	<ul style="list-style-type: none"> CSS Provider 	MeteringPointSync	Switching Network
17.3.5	In the case of an 'Agent Appointment' Notification related to a DA at an electricity RMP, and within timings defined in the Technical Specification.	Issue 'Agent Appointment' Synchronisation Message.	<ul style="list-style-type: none"> Electricity Retail Data Agent 	<ul style="list-style-type: none"> CSS Provider 	DADCMAAppointment	Switching Network

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17.3.6	In the case of an 'Agent Appointment' Notification related to a DC at an electricity RMP, and within timings defined in the Technical Specification.	Issue 'Agent Appointment' Synchronisation Message.	<ul style="list-style-type: none"> Electricity Retail Data Agent 	<ul style="list-style-type: none"> CSS Provider 	DADCMAAppointment	Switching Network
17.3.7	In the case of an 'Agent Appointment' Notification related to an MA at an electricity RMP, and within timings defined in the Technical Specification.	Issue 'Agent Appointment' Synchronisation Message.	<ul style="list-style-type: none"> Electricity Retail Data Agent 	<ul style="list-style-type: none"> CSS Provider 	DADCMAAppointment	Switching Network
17.3.8	Following receipt of Synchronisation Message, and within timings defined in the Technical Specification.	Action Receipt Response for 'Agent Appointment' Synchronisation Message.	<ul style="list-style-type: none"> CSS Provider 		Internal Process	