RETAIL ENERGY CODE

APPENDIX

SUPPLIER DATA REPORTING SPECIFICATION

This document provides specification for population of the Payment Portfolio Data, following implementation of R0147.

This data is a summary of an Energy Supplier's aggregate Domestic portfolio at 12:00 on the Prepayment Monthly Levelisation (PML) Reporting Date, broken down by region and payment method, in the format specified and published in Retail Energy Code Schedule XX – Prepayment Method Levelisation Charge.

The mechanism for submission will be by Comma Separated Values (CSV) file to a designated RECCo SharePoint location.

Please note, data must be provided in the specified agreed format, or it will not be accepted.

The information to be provided:

- For all Domestic registered Market Participant Identifier (MPID) / Supplier Short Code
- Any fixed term contracts for all payment methods agreed prior to the decision date[1] are not included
- Count of all Domestic meter points using the payment method of Direct Debit as per the Ofgem Definition
- Count of all Domestic meter points using the payment method of Traditional Prepayment as per the Ofgem Definition
- Count of all Domestic meter points using the payment method of Smart Prepayment as per the Ofgem Definition
- Count of all Domestic meter points using the payment method of Standard Credit as per the Ofgem Definition
- Where there are no Domestic metering points for any payment method in a given region, populate with zero
- Data must be a snapshot for 12 noon on the 1st of the month
- Data must be supplied to the required location no later than 17:00 on 15th calendar day of the month
- Data should be submitted as a CSV file

This specification has the same Effective from Date as the rest of Schedule XX of 01 April 2024 and so provision of data in this format will be required from this date onwards.

[1]Authority Direction for the License Modification for Payment Levelisation

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GAS METER POINT PORTFOLIOS

<table>
<tr><th>DATA ITEM</th><th>GUIDANCE</th></tr>
<tr><td>Supplier Short Code</td><td>Populate from the Supplier Short Code Id valid set as published by Xoserve

Format: Text (3)</td></tr>
<tr><td>Region</td><td>Populate from the Ofgem price cap region alignment*.

Format:

North West
Northern
Yorkshire
Northern Scotland
Southern
Southern Scotland
North Wales & Merseyside
London
South East
Eastern
East Midland
Midlands
Southern Western
South Wales

*each region must be populated.</td></tr>
<tr><td>Traditional Prepayment meter points</td><td>A count of traditional Prepayment Domestic meter points.

A Traditional Prepayment Meter is any Meter operating as a Prepayment Meter which is not a Smart Prepayment Meter.

“Prepayment Meter” has the meaning given to it in Supplier Licence Condition (SLC) 1 (definitions for standard conditions) of the Gas Licence and Electricity supply licence.

This is: “any [Gas/ Electricity] Meter operating in a mode which requires a Domestic Customer to pay charges for the Supply of [Gas/ Electricity] in advance”.

Format: Integer, positive or zero (NOT NULL)</td></tr>
<tr><td>Smart Prepayment meter points</td><td>A count of Smart Prepayment Domestic meter points.

A Smart Prepayment Meter is any Gas Meter operating as a Prepayment Meter which is a Relevant Smart Metering System as defined by SLC 33.22 of the Gas supply licence.</td></tr>
</table>

	"Prepayment Meter" has the meaning given to it in SLC 1 (definitions for standard conditions) of the Gas Supply Licence and Electricity Supply licence. This is: "any [Gas/ Electricity] Meter operating in a mode which requires a Domestic Customer to pay Charges for the Supply of [Gas/ Electricity] in advance". Format: Integer, positive or zero (NOT NULL)
Direct Debit meter points	A count of Domestic meter points operating under a tariff where the payment method is Direct Debit Format: Integer, positive or zero (NOT NULL)
Standard Credit meter points	Count of Domestic meter points operating under a tariff which is neither Direct Debit nor Prepayment Format: Integer, positive or zero (NOT NULL)
Total meter points	Should be equal to the sum of the portfolio of Domestic meter points provided. Total Meter Points =SUM(Traditional Prepayment meter points, Smart Prepayment meter points, Direct Debit meter points, Standard Credit meter points) Format: Integer, positive or zero (NOT NULL)
Date Applicable	Populate as 1st of the month for which the data is being submitted. Format: YYYYMMDD (Date period post 20240101)
Extraction Date	Format: YYYYMMDD (Date period post 20240101)
Date Supplied	Format: YYYYMMDD (Date period post 20240101)

Gas meter point Portfolio Example:

Supplier Shortcode	Region	Traditional Payment Meter Points	Smart Payment Meter Points	Direct Debit Meter Points	Standard Credit Meter Points	Total meter points	Date Applicable	Date Extracted	Date Supplied
AAA	North Wes	387	38	4572	48	5045	20240401	20240401	20240407
AAA	Northern	0	0	0	0	0	20240401	20240401	20240407
AAA	Yorkshire	0	0	0	0	0	20240401	20240401	20240407
AAA	Northern S	0	0	0	0	0	20240401	20240401	20240407
AAA	Southern	0	0	0	0	0	20240401	20240401	20240407
AAA	Southern S	0	0	0	0	0	20240401	20240401	20240407
AAA	North Wal	287	138	4522	98	5045	20240401	20240401	20240407
AAA	London	0	0	0	0	0	20240401	20240401	20240407
AAA	South East	0	0	0	0	0	20240401	20240401	20240407
AAA	Eastern	0	0	0	0	0	20240401	20240401	20240407
AAA	East Midla	0	0	0	0	0	20240401	20240401	20240407
AAA	Midlands	0	0	0	0	0	20240401	20240401	20240407
AAA	Southern V	0	0	0	0	0	20240401	20240401	20240407
AAA	South Wal	0	0	0	0	0	20240401	20240401	20240407

<table>
<tr><th>DATA ITEM</th><th>GUIDANCE</th></tr>
<tr><td>MPID</td><td>Populate from the MPID Id valid set as published by the Balancing and Settlement Code (BSC)

Format: Text (4)</td></tr>
<tr><td>Region</td><td>Populate from the Ofgem price cap region alignment*.

Format:

North West
Northern
Yorkshire
Northern Scotland
Southern
Southern Scotland
North Wales & Merseyside
London
South East
Eastern
East Midland
Midlands
Southern Western
South Wales

*each region must be populated.</td></tr>
<tr><td>Traditional Prepayment meter points</td><td>A count of traditional Prepayment Domestic meter points.

A traditional Prepayment Meter is any Meter operating as a Prepayment Meter which is not a Smart Prepayment Meter.

“Prepayment Meter” has the meaning given to it in SLC 1 (definitions for standard conditions) of the Gas Supply Licence and Electricity Supply licence.

This is: “any [Gas/ Electricity] Meter operating in a mode which requires a Domestic Customer to pay charges for the Supply of [Gas/ Electricity] in advance”.

Format: Integer, positive or zero (NOT NULL)</td></tr>
<tr><td>Smart Prepayment meter points</td><td>A count of Smart Prepayment Domestic meter points.

A Smart Prepayment Meter is any electricity Meter operating as a Prepayment Meter which is a Relevant Smart Metering System as defined by SLC 39.22 of the Electricity supply licence.

“Prepayment Meter” has the meaning given to it in SLC 1 (definitions for standard conditions) of the Gas Supply Licence and Electricity Supply licence.</td></tr>
</table>

	This is: “any [Gas/ Electricity] Meter operating in a mode which requires a Domestic Customer to pay charges for the Supply of [Gas/ Electricity] in advance”. Format: Integer, positive or zero (NOT NULL)
Direct Debit meter points	A count of Domestic meter points operating under a tariff where the payment method is Direct Debit Format: Integer, positive or zero (NOT NULL)
Standard Credit meter points	Count of Domestic meter points operating under a tariff which is neither Direct Debit nor Prepayment Format: Integer, positive or zero (NOT NULL)
Total Primary meter points	Should be equal to the sum of the portfolio of Domestic meter points provided. Total Meter Points =SUM(Traditional Prepayment meter points, Smart Prepayment meter points, Direct Debit meter points, Standard Credit meter points) Format: Integer, positive or zero (NOT NULL)
Date Applicable	Populate as 1st of the month for which the data is being submitted. Format: YYYYMMDD (Date period post 20240101)
Extraction Date	Format: YYYYMMDD (Date period post 20240101)
Date Supplied	Format: YYYYMMDD (Date period post 20240101)

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Electricity Meter Point Portfolio Example:

	A	B	C	D	E	F	G	H	I	J
1	Supplier Ref - MPID	Region	Traditional PrePayment Meter Points	Smart PrePayment Meter Points	Direct Debit Meter Points	Standard Credit Meter Points	Total Primary Meter Points	Date Applicable	Date Extracted	Date Supplied
2	AAAA	North West	3056	0	25005	209	28270	20240401	20240401	20240407
3	AAAA	Northern	10554	0	74297	585	85436	20240401	20240401	20240407
4	AAAA	Yorkshire	14124	0	39780	257	54161	20240401	20240401	20240407
5	AAAA	Northern Sc	4325	0	41631	462	46418	20240401	20240401	20240407
6	AAAA	Southern	7658	0	20845	377	28880	20240401	20240401	20240407
7	AAAA	Southern Sc	12345	0	45273	620	58238	20240401	20240401	20240407
8	AAAA	North Wales	18470	0	98212	756	117438	20240401	20240401	20240407
9	AAAA	London	6016	0	87856	284	94156	20240401	20240401	20240407
10	AAAA	South East	19652	0	16837	300	36789	20240401	20240401	20240407
11	AAAA	Eastern	2235	0	51138	889	54262	20240401	20240401	20240407
12	AAAA	East Midlanc	4142	0	66078	640	70860	20240401	20240401	20240407
13	AAAA	Midlands	3264	0	21855	622	25741	20240401	20240401	20240407
14	AAAA	Southern We	0	0	0	0	0	20240401	20240401	20240407
15	AAAA	South Wales	0	0	0	0	0	20240401	20240401	20240407