

**AUC Rule 021: Settlement System Code  
Transaction Working Group Meeting Minutes**

<b>Meeting Date</b>	Tuesday, November 23, 2010	<b>Time</b>	10:00 to 14:00
	Fortis Alberta Calgary Office 320 17 Ave SW		
<b>Location</b>	Calgary AB, T2S 2V1 Belize Room	<b>Facilitator</b>	Raymond Lee and Paul Lindsay

**Present:**

Name	Organization	Name	Organization
Raymond Lee	AUC	Naomi Broni	EPCOR Retail
Paul Lindsay	ENMAX Power	Maureen Jeske	Direct Energy
Nicki Smith	Direct Energy	Tina Dulguerov	Fortis Alberta
Nap Pepin	ATCO Electric	Shun Fung	EPCOR Distribution
Brian Neufeld	ENMAX Energy	Steve Lai	Alta Gas

**Meeting Minutes:**

**1. Decisions Made To Date**

For 2011 changes, the following decisions have been made

- For consistency purpose, all participants agreed on change the GCM kWh field from Number (8,2) to Number (12,4)
- To address the meter reads issue during customer switches retailer, the working group agreed to add the following statement to the DCM Process Rules:

*“Where no meter reading exists at the time a customer with a cumulative meter switches retailers. The MDM shall provide the next actual meter read that becomes available to all retailers that served the customer since the previous actual meter read.”*

- Proposed transaction status code grouping will be adopted.
- Two new DEF transaction status codes added:
  - 8763 CONP – Paid Receipt Shown

- 8764 Wrong De-energize Type Request Received

- International phone numbers are not required within the UCI
- Optional vs. Mandatory will be looked at a future date as UCI issues needed to be addressed first.
- Add two new transaction status codes for Paid Receipt Shown and Wrong De-energize Type Received
- Renamed UCI Field #98 from Foreign Address 4 to Alternate Contact
- Transaction status code implementation date is March 31 2011
- Interim description for UCI transaction element #98 to read: 'Alternate Contact, Required if Available'

For 2012 changes, the following decisions have been made

- Definition of Mandatory, Conditional and Optional
  - **Mandatory:** Required in transaction, data must valid and relevant.
  - **Conditional:** Populated according to stated production rules or specified in applicable transaction element sequence description
  - **Optional:** populated at participants discretion
- Agreement on transaction definitions and layout for transactions listed in the v2.2 Transaction Layout Document
- Agreement to add new Profile Class and Loss Class table to Rule 021 Appendix A

## 2. Issues Deferred to SSC Working Group

- The TWG deferred the issue of the use of the Critical to Have Power within the UCI transaction as it was felt this issued needed to be addressed by the main SSC working group. The group noted that the Critical to Have Power does not have a standard applied to it. Some retailers use the field to advise of a customer with a medical condition, other use it because their customer needs power to 'run a business'
- The TWG deferred .CSV vs. .csv as it was felt this issued needed to be addressed by the main SSC working group.

## 3. AUC Update on 2011 Rule 021 Changes

- Raymond advised that a meeting was being held on Nov 24 with the Commission seeking approval for 2011 Rule 021 changes<sup>1</sup>

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<sup>1</sup> The commission granted approval of 2011 Rule 021 changes on November 24, 2010

- Fino Tiberi was going to make the formal presentation to the Commission, it is anticipated approval of all changes will be granted.
- Once Rule 021 changes are approved by the Commission, it is anticipated that Rule 021 v2.1 will be posted on the AUC website by Nov 26 2010
- Rule 021 changes will become effective January 01 2011
- Implementation dates for 2011 changes will be discussed at the SSC working group meeting on Nov 24 2010
- Raymond advised that a demonstration of the Rule Issue Management (RIM) system would be presented at the SSC working group meeting on Nov 24 2010
- Access to the RIM system is through the Digital Data Submission (DDS) portal on the AUC website
- Access to the DDS is granted by a DDS Administrator. Each market participant has a DDS Administrator. Raymond Lee can advise who the DDS Administrator is for each market participant

#### **4. New TWG Item from SSC Working Group**

- The SSC working group assigned a new PFAM Summary Reporting task to the Transaction Working Group
- Questions raised were 'Is an existing AESO report appropriate?'
- Could this report be made into a .CSV?
- ATCO Electric agreed to take on this task and provide a framework for the report

#### **5. Review of Action Items From Last Meeting**

- *Distributors to advise AUC by Nov 5 2010 if they can meet July 01 2011 implementation date – Will be discussed at SSC Working Group meeting on Nov 24 2010*
- *AUC to provide 2011 Rule 021 implementation schedule for review – Implementation schedule Will be discussed at SSC Working Group meeting on Nov 24 2010*
- *AUC to advise how RIM Issue notification will be provided by next TWG meeting – RIM demonstration will be provided at SSC Working Group meeting on Nov 24 2010*
- *AUC to contact Alta Gas and inquire if they populate the weather station in the WSD – Alta Gas provided the following response to the AUC – 'AUI currently does not use the WSD transaction. However, having the field 20 as 'Mandatory' should not pose any issues with AUI even if we are to use it in the future.'*
- *ATCO Electric to provide a framework for the PFAM summary report – Have not started on this task, will have an update at next TWG meeting*
- *Distributors to confirm if they have ever populated the LSA Transfer Number in the SRN and SRO transactions – All distributors advised they have never used this field in either transaction*
- *Distributors to confirm how they handle SMC's for brand new sites where no metering exists – ENMAX Power advised they do not provide a SMC on enrollment of a brand new site where no metering exists. EPCOR Distribution and Transmission, Fortis Alberta and ATCO Electric advised they produce an SMC with a 'U' (unmetered) in the Type of Metering field*

- *Retailers to confirm how they are currently handling situations where they receive an SRN and no SMC is received – Direct Energy advised their system creates an exception that must be manually worked. They are aware that EPC does not send a SMC for new sites that are not energized. EPCOR Retail stated they handle the scenario the same as Direct Energy*

## **6. Site Metering Characteristics Transaction**

- The working group asked if EPC could change their system to provide a SMC with a 'U' in the metering type when a new site is initially enrolled
- EPC replied not providing a SMC for a new site initial enrollment was a system limitation that would be very costly to change.
- EPC stated they have been using the same process since the inception of the SMC transaction
- EPC also felt that not providing a SMC for a new site's initial enrollment has not impacted the market as they have never received any complaints from retailers or the AESO
- Direct Energy agreed that there was probably no impact to the market but they again stated that they have a manual process in place to handle EPC exceptions which was costly. Direct Energy stated if possible; they would like to see standardization between all distributors
- EPCOR Retail asked if there was any issue with leaving each distributors process as is.
- EPCOR Distribution stated that market participants were striving for consistency
- ENMAX Energy wondered how a retailer would know they are missing a SMC
- The group noted that without transaction reference id's there is no way to guarantee any transaction was meant for a certain request.
- Direct Energy asked if a 'U' is populated in the initial SMC, how was a retailer to know if they were enrolling a true unmetered site?
- EPC responded for ENMAX sites the profile class stated within the SRN file gives a idea as to the type of metering that will be installed. I.E. NSLS and RES profiles would be cumulative metered, streetlight and FLAT would be unmetered and INTERVAL would be interval metered
- EPCOR Distribution stated they send a subsequent SMC to the retailer when the meter installed and the site energized
- Direct Energy asked if it made sense to grandfather EPC's current process and provide a timeline as to when they should change their system to produce an SMC for the initial new site enrollment
- EPCOR Distribution stated they felt the purpose of the SMC has changed since the Tariff Bill Code went live
- Direct Energy asked EPC if they bill any tariff charges to the retailer for the period of time the site was enrolled to when the site has a meter installed and is energized
- EPC stated they do not bill any tariff charges until the site is energized
- ATCO Electric stated they have a 30 day process where no tariff charges are applied. After 30 days the site is enrolled to the default retailer and idle charges are directly billed to the customer.
- The working group agreed that for the interim a footnote should be added to section 9.6.5.1 section 1 subsection a stating 'Due to system limitation, ENMAX Power does not produce SMC on new site initial enrollment'

- EPCOR Distribution then asked how other distributors handle a situation where a site is disconnected and then reconnected on the same date.
- EPCOR Distribution stated they do not send SMC's out to the market in this situation as the end of date energization state never changed
- ENMAX Power and Fortis Alberta both stated they send SMC's whenever a socket status change occurs.
- ATCO Electric works all transactions in batch, they believed it was similar to EPCOR Distribution but they needed to confirm if that was the case.

**Action Item:** Retailers to provide feedback at next TWG meeting on how they currently handle multiple SMC's received that have the same effective date but different energized indicators  
Distributors to provide feedback at next TWG meeting on how they handle SMC's for multiple events for a site that occur on the same date.

## 7. Transaction Content Review

- The SMC transaction was then reviewed, the group agreed that sequence 1 – 9 and 11 are mandatory, 10 and 22 was optional and 12 – 16 are conditional
- The group reviewed the ENR transaction, questions regarding the use of priority codes and requested dates was raised
- EPCOR Distribution stated they preferred requested dates over priority codes but they had one situation where they used a priority code
- EPCOR distribution advised they had a process in place where priority code 6 is used for installation of a meter and initial energization of a site
- EPCOR Distribution advised the ENR order will not be actioned until the electrical inspection is completed. EPCOR Distribution further advised they will hold onto these requests for 120 days, after 120 days the order is then failed.
- EPCOR Distribution will convert priority code 1 to today's date
- ENMAX Power, Fortis Alberta and ATCO Electric advised they prefer requested dates rather than priority codes.
- EPC stated that if they received a ENR order with a priority code only, they would action the service request as soon as possible
- Direct Energy asked what do the various priority codes mean, they understood 1 as being an emergency energization but was about 5 or 9
- Each Distributor stated they had a different process for handling emergency energizations
- Direct Energy stated they would like see some sort of standardization occur between all distributors; their preference was to use priority codes rather than requested dates.
- The group agreed that for now a decision on ENR sequence 7 & 8 would be made at a later date.
- The group agreed to the following sequences in the ENR transaction, 1, 2, 3, 5, 6, 9 & 10 were mandatory. Sequence 4 & 11 were optional.
- The group also agreed to add a footnote to sequence 9 & 10 that the contact name and telephone number are for the person to contact if an access related issue occurred.
- The ENF transaction was reviewed and the group agreed that all fields were mandatory
- The ENC transaction was reviewed and the group agreed that all fields were mandatory

- The DER transaction was reviewed and the group agreed that sequence 1, 2, 3, 5, 6, 9, 10 and 11 were mandatory, sequence 4 & 12 were optional and sequence 7 & 8 were deferred for further discussion.
- The DEF transaction was reviewed and the group agreed that all fields with the exception of sequence #5 were mandatory. Seq #5 was optional
- The DEC transaction was reviewed and the group agreed that all fields with the exception of sequence #5 were mandatory. Seq #5 was optional
- The DSR transaction was reviewed and the group agreed that all fields were mandatory
- The DSN transaction was reviewed and the group agreed that all fields were mandatory
- The RDS transaction was reviewed and the group agreed that all fields with the exception of sequence #4 were mandatory. Seq #4 was optional
- The RDN transaction was reviewed and the group agreed that all fields with the exception of sequence #5 were mandatory. Seq #5 was optional
- The RDR transaction was reviewed and the group agreed that all fields with the exception of sequence #4 were mandatory. Seq #4 was optional
- The ROR transaction was reviewed and the group agreed that sequence 1, 2, 3, 5, 6 & 8 were mandatory, sequence 4, 7 & 9 were optional
- The ROC transaction was reviewed and the group agreed that sequence 1- 6 were mandatory, sequence 7 & 8 were conditional

Parking Lot Item – ATCO Electric asked if standardization regarding off cycle meter readings is required. ATCO Electric that each distributor has different challenges in obtaining off cycle meter reads. ATCO Electric asked if it made sense to have each distributor how they action off cycle meter read requests

**Action Item:** - Distributors to advise if they use dates or priority codes to determine when field crews are dispatched to a site.

All members to advise if standardization was to occur, how would they like the standardization be. Would they prefer priority code or request date? If Priority code is preferred how many priority codes should there be?

Distributors to provide details on how they action off cycle meter read requests. How many attempts are made to get the off cycle reading before the service request is failed? How quickly to they action off cycle read requests? Are off cycle read requests held if the requested date is days or weeks into the future? Is a fee applied if a off cycle read attempt was not successful.

## 8. Decision made at this meeting

- Agreement on transaction definitions and layout for transactions listed in the v2.2 Transaction Layout Document
- Agreement to add footnote to section 9.6.5.1 section 1 subsection a stating 'Due to system limitation, ENMAX Power does not produce SMC on new site initial enrollment'
- Agreement to add footnote to ENR & DER sequence 9 & 10 that the contact name and telephone number are for the person to contact if an access related issue occurs.

## 9. Action Items:

- ATCO Electric to provide a framework for the PFAM summary report

- Retailers to provide feedback at next TWG meeting on how they currently handle multiple SMC's received that have the same effective date but different energized indicators
- Distributors to provide feedback at next TWG meeting on how they handle SMC's for multiple events for a site that occur on the same date.
- Distributors to advise if they use dates or priority codes to determine when field crews are dispatched to a site.
- All members to advise if standardization was to occur, how would they like the standardization be. Would they prefer priority code or request date? If Priority code is preferred how many priority codes should there be?
- Distributors to provide details on how they action off cycle meter read requests. How many attempts are made to get the off cycle reading before the service request is failed? How quickly to they action off cycle read requests? Are off cycle read requests held if the requested date is days or weeks into the future? Is a fee applied if a off cycle read attempt was not successful

**10. Next Meeting**

- Next meeting is scheduled on Tuesday, 10:00 to 14:00, January11, 2011 at EPCOR Retail Edmonton office.  
Address of the meeting is listed as follows:  
*EPCOR Centre*  
*10065 Jasper Ave*  
*Edmonton Alberta*

AUC will send out an agenda later