



COR2789 – Measures to Address Unregistered & Shipperless Sites

- Shippers will be notified of the requirement to confirm an unregistered site (MUS) or Shipperless site (GSR) via CMS. This will be viewable in the shippers queues at SPUR status for a calendar month.
- Shippers are required to confirm sites into their ownership, attach assets and are requested that confirmation start reads are loaded to UK Link.
- Where the confirmation start read has not been received an estimated opening read will be loaded to UK Link.



- Where a confirmation request has not been progressed within the timescales, the contact will return to Xoserve's queue in order that the site is confirmed to the responsible shipper portfolio.
- Xoserve will register the sites using SPA files.
- Registration responses will be generated alongside response records for Shipper initiated transactions. Shipper initiated transactions will display the Nomination Shipper Reference number provided by the Shipper in the input file, and Xoserve initiated transactions will be identifiable by the Nomination Shipper Reference populated with XOS_GEN_nnnnnnnn as a unique reference number, nnnnnnnn is a sequence number which begins 00000001 and can go up to 99999999.



- In the event that the site is above 73,200 kwh, or where the configuration of the supply point is to change, Xoserve will submit a nomination request on behalf of the shipper. Shippers will receive NMR and/or NRF responses alongside the response records for shipper initiated nominations.
- For sites below 73,200 kwh, sites are directly confirmed by an S42 record. Sites that are subject to nomination will be confirmed via the S38 route.
- S07 records will be provided with the Nomination Shipper Reference number (XOS_GEN_nnnnnnnnn) populated in order that shippers can identify them in the CFR file.



- On transfer of ownership, the TRF file, S15 record, will include the XOS_GEN_nnnnnnnn reference for shipper identification.
- Effective date of ownership will also be detailed in this record.
It is envisaged that SPA response files will be submitted to shippers within 2 business days of CMS contacts being returned to Xoserve queue where shippers have failed to confirm sites and attach assets as requested.
- Confirmation files will be submitted on behalf of the shipper using a minimum notice period of currently 8 business days.
- Please note that MOD 477 will amend the timeline for the minimum period of 4 business days (excluding date of receipt)



- Shippers are required to fit the meter onto Sites and Meters to reverse the isolation. In the event that a shipper fails to do so, Xoserve will attach the meter for the day after the original removal. The update of the asset will happen on or soon after the effective date of confirmation and an OPNN read type will be sent to shipper utilising the MBR M03 file.
- Shippers are requested that a confirmation start read is submitted and should this not be received by D+12 then an estimate OPNT read will be loaded and sent as an OPNT in the MBR M03 file.
- Opening Reads will be estimated. Should shippers believe that the read is incorrect then these may be replaced using a SAR.
- Contacts will be submitted for back billing charges.



- Once a site has been confirmed, shippers are required to fit the meter to Sites and Meters for the date of actual fit.
- Shippers are also requested that a confirmation start read is submitted and should this not be received by D+12 then an estimate OPNT read will be entered onto UK Link and this will be sent via the MBR M03 file.
- Once a confirmation is in place and an opening read supplied, the contact will be submitted for back billing charges.
- MOD 455 enables that Xoserve may fit the asset in the event that a shipper fails to do so.



GSR Process

