

Meter Error Notification and Reporting Procedure

Meter Error Notification

Meter Errors can be identified as a result of

- Daily Processing of measured quantities;
- Site Alarms;
- Site maintenance visits;
- Routine Meter Validation;
- Exception Validation;
- Site Audits.
- Etc.

It should be pointed out that not all meter errors identified will lead to the correction of readings. Only in circumstances where the meter reads with “systematic bias, whether within or outside the Permitted Range, the relevant readings shall be adjusted”. The Permitted Range is defined in OAD Section D Annex D-1 for new or significantly modified sites and is recorded in the Supplemental Agreement for each NTS/LDZ Offtake.

When the downstream Transporter (usually the Distribution Network Operator) identifies an error they are required to notify the upstream Party and Users as per OAD Section D 3.4. The upstream Transporter will receive a copy of the Validation Report. Users will receive notification via a publication on the Joint Office of Gas Transporters. This publication will include the following information:

- Initial report stage:
 - Gas Transporter
 - Offtake Name
 - LDZ(s)
 - Description
 - Date Error Detected
 - Detection Reason (Validation / Exception Validation / etc)
 - Error Dates
 - Estimated Significance (Small / Medium / Large)
 - Estimation of magnitude (GWh)
 - Status (New / Under Investigation / Reconciled)
- Monthly Updates (as information becomes available):
 - Volume of Gas (mcm)
 - Anticipated MER Date
 - Total Energy (GWh)
 - RbD Invoice Date

The notification will be updated monthly 10 days before the monthly Offtake Committee Meeting. Affected Parties can request further, relevant information to be provided at the Offtake Committee meeting. These requests should be made 5 days before the Offtake Committee Meeting.

Provision of Corrected Readings

Following technical investigation and analysis, the downstream Transporter will produce a proposed error assessment paper containing the proposed Corrected

Readings. The Readings quantify the error in volumetric terms and will form the basis of energy calculations carried out by the Upstream Party if the relevant transporters consider the data and methodology appropriate after final consultation with the Users.

This report will include the following:

- Background
- Error Quantification and Impact
- Causes
- Recommendations and Learning

The proposed error assessment paper is initially agreed between the Transporters but can be challenged (OAD Section D 6) by Transporters or Users after submission of the corrected readings in accordance with the OAD Sec D 5.2.4.

If the Corrected readings are not disputed in accordance with OAD Sec D 6 or if the dispute raised via OAD Sec D 6 is resolved within 20 days, the reconciliation will be processed in accordance with the UNC.

If however, a User or Transporter disputes the corrected readings in accordance with OAD Sec D 6, the process will move to expert determination in accordance with GT Section A2.

Reference Documents

- T/PR/ME2 Validation of Equipment Associated with Measurement Systems for the Calculation of Mass, Volume & Energy Flowrate of Gas (Within Scope)
 - Part 1: General Requirements
 - Part 2: Generic Test Procedure
 - Part 3: Flow Weighted Average Calorific Value Offtakes.
- T/PR/GQ/3 Operation and Maintenance of Calorimeters and Chromatographs
 - Part 1; Danalyzers Under Direction from Ofgem

These documents are subject to review and revision by the Offtake Committee pursuant to Section N1.2 of OAD.

- T/PM/Maint/12 Part 3 Maintenance of Instrumentation on NTS Sites