

**ACCOUNT ASSIGNMENT FOR CONSOLIDATED BILLING BUSINESS PROCESS
ALL CONSOLIDATED BILLING MODELS**

This document describes the detailed business processes associated with a billing party returning an account receivable/credit billed under consolidated billing to the non-billing party. The scope of this document addresses the processes associated with the billing party assigning the total balance or individual account receivable(s) on a non-billing party account, and providing notification via a 248 Account Assignment. In this document, the terms “account assignment” and “assignment” refer to billing party discontinuation of administration of a non-billing party account receivable or credit balance.

In developing these business processes, the New York EDI Collaborative reviewed the following documents:

- June 30, 1999 Report of the New York EDI Collaborative
- Case 99-M-0631 In the Matter of Customer Billing Arrangements and Case 98-M-1343 - In the Matter of Retail Access Business Practices, Order Resolving Petitions for Rehearing, issued and effective March 14, 2002.
- Case 98-M-0667, In the Matter of Electronic Data Interchange, Order Approving and Modifying Transaction Standards, Test Plans and Remittance Procedures, issued and effective February 24, 2003.
- Case 99-M-0631 and Case 03-M-0017, Order Relating to Implementation of Chapter 686 of the Laws of 2003 and Pro-ration of Consolidated Bills, issued and effective June 20, 2003
- Case 98-M-1343, Case 99-M-0631, and Case 03-M-0117, Order on Petitions for Rehearing and Clarification, issued and effective December 5, 2003.
- Case 98-M-1343 and Case 99-M-0631 and Case 03-M-0117, Order on Petitions for Rehearing and Clarification, issued and effective June 22, 2005.
- Order Modifying Electronic Data Interchange (EDI) Standards and Uniform Business Practices, issued and effective May 19, 2006 in Case 98-M-0667 – In the Matter of Electronic Data Interchange and Case 98-M-1343 – In the Matter of Retail Access Business Practices.
- NY TS810 Invoice - Utility Bill Ready Consolidated Billing Implementation Guide version 1.1, published March 11, 2003.
- NY TS820 Remittance Advice Implementation Guide version 2.0 and Remittance Advice Business Processes for Utility Consolidated Billing version 2.0 published May 19, 2006.
- NY TS824 Application Advice Implementation Guide, version 1.3 published May 19, 2006.
- NY TS810 Invoice – Utility Rate Ready Consolidated Billing Implementation Guide version 1.2, published July 19, 2006.

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NOTES:

- UBP = NY Uniform Business Practices
 - CR = Report of the NY EDI Collaborative
 - CWG = Collaborative Work Group
 - [CWG][UBP (insert Section and paragraph cite)] = Collaborative Work Group clarification, interpretation or comment intended to accommodate Electronic Data Interchange. The following abbreviations are used for UBP Section references:
 - DEF Section 1 Definitions
 - ELIG Section 2 Eligibility Requirements
 - CRED Section 3 Creditworthiness
 - CI Section 4 Customer Information
 - CSP Section 5 Changes in Service Providers
 - CINQ Section 6 Customer Inquiries
 - UI Section 7 Utility Invoices
 - DISP Section 8 Disputes Involving Distribution Utilities, ESCOs or Direct Customers
 - B&PP Section 9 Billing and Payment Processing
 - [HEFPA] = Modifications to the Uniform Business Practices adopted in orders issued in Case 03-M-0117 implementing Part 686 modifications to the Home Energy Fair Practices Act.
- The text of the UBP displayed in the Process Rules sections are those Practices that are relevant to the scope of the business processes being described in this document and are a verbatim quotation from Attachment B to the order issued in Case 98-M-0667 and Case 98-M-1343 issued May 19, 2006. Those Practice(s) that the Collaborative believes require elaboration, clarification, interpretation in light of other EDI standards or modification to accommodate EDI data exchange processes will be displayed in the Process Rules section AND may also be highlighted in the Comments/Recommendations/Issues section.
 - Any item displayed under a Process component (i.e. rules, etc.) is also applicable for its sub-processes, unless otherwise noted.
 - For purposes of validating EDI transactions, the customer's utility account number (with check digit, if included) must be included on every transaction.

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- A distribution utility and ESCO shall demonstrate the technical capability to exchange information electronically for their billing and payment processing options [B&PP B.8.].
- When consolidated billing is in effect, the billing party is responsible for administration of the non-billing party account balance including maintenance of the non-billing party balance, presentation of the non-billing party balance on the consolidated bill, and allocation of payments/adjustments to the non-billing party balance. Upon ESCO termination of the commodity supply of a residential customer due to failure to pay charges, the billing party shall [continue to] maintain a current and past due balance for the account of the terminating ESCO for one year from the date of termination by the ESCO. In the event that the terminating ESCO seeks suspension of delivery service within one year of the termination, or the residential customer has a DPA, the billing party shall maintain a current and past due balance for each account of the terminating ESCO until the arrears are paid in full. [B&PP J.6.b and d.].
- With regard to a new distribution utility/ESCO relationship following a change of ESCOs or a change in a distribution utility, the new billing party shall, upon request of the new non-billing party, bill for the balances that may exist at the time of the change. The new billing party may include the arrears on current bills or in a separate bill if its billing system is not capable of accepting prior charges. If a change of providers occurs, a distribution utility is not required to post any arrears of the prior ESCO on consolidated bills issued after the final billing of its charges, unless the arrears become the property of the new ESCO and it provides documentation of its property right to the distribution utility. [B&PP J.6.c.].

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- Following issuance of a consolidated bill, the billing party may assign responsibility to the non-billing party for collecting or applying an outstanding receivable/credit on their account for the customer in the following scenarios:
 - Where the consolidated billing relationship has ended, the customer has been issued the final consolidated bill and non-billing party charges remain unpaid on the account 23 days or more after the final bill was issued (Pay-As-You-Get-Paid or Purchased Receivables Without Recourse),
 - Where a consolidated billing relationship has ended, the customer has been issued the final consolidated bill and a credit balance remains on the non-billing parties account receivable 23 days or more after the final bill was issued, (Pay-As-You-Get-Paid or Purchased Receivables Without Recourse), or
 - Where the consolidated billing relationship will remain in effect under the Purchased Receivables With out Recourse Model, but the billing party is re-assigning responsibility for collecting payment to the non-billing party for a portion of the account receivable(s) on the customer's account.
- Except in cases where commodity supply for a residential customer has been terminated for failure to pay charges, when responsibility for collecting or returning a customer's account receivable/credit balance has been assigned to the non-billing party, the billing party may discontinue:
 - Maintenance of a record of the non-billing party account receivable/credit balance that has been reassigned;
 - Presentation of the non-billing party account reassigned receivable/credit balance on the consolidated bill; and
 - Consideration of the account receivable/credit balance that has been reassigned when allocating (where applicable) a subsequent payment received from the non-billing party's customer.
- When an account receivable/credit balance is assigned to the non-billing party, a 248 Account Assignment transaction may be used by the billing party to notify the non-billing party of the assignment, the reason for the assignment and provide details of the assignment such as the date and dollar amount of the assignment.
- A 248 Account Assignment transaction may be used to communicate information other than the information that is described in this document provided that this use of the 248 transaction has been documented by parties in their BSAs.
- A separate 248 Account Assignment must be sent for each account. Each 248 Account Assignment may include account receivables and/or credits for multiple commodities and/or invoices.

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- Following the transmission of the 248 Account Assignment from the billing party to the non-billing party, if usage is cancelled, an 867 Monthly Usage transaction will be sent and the non-billing party may be responsible for the rebilling of the account as necessary.
- Account receivables/credit balances are not assigned when the retail access model is the Single Retailer Model.
- Customer usage, billing, and credit data is to be considered confidential and may not be shared with anyone without the express authorization of the customer, unless disclosure is required by appropriate legal or regulatory authority or is authorized in accordance with the Uniform Business Practices to facilitate the customer's retail access or billing and payment choice. The same level of accountability for data confidentiality will apply to any third party data service providers engaged by an ESCO/Marketer or Utility. Parties utilizing third party data service providers must ensure that such providers adhere to this confidentiality policy, for example, by incorporating express terms regarding data confidentiality in a Billing Service Agreement and/or Trading Partner Agreement. Delivery service billing data for customers with negotiated delivery contracts may not be disclosed without the utility's consent, except as otherwise required by appropriate regulatory and other legal authority.
- Although transactions may be sent at any time, they will be processed during normal business days and hours. Business days are Monday through Friday, except for national holidays and for days for which business cannot be performed due to force majeure events.

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PROCESS NAME:	<i>BILLING PARTY PROCESSES RETURN OF ACCOUNT RECEIVABLE (S) OR CREDIT BALANCE TO NON-BILLING PARTY (PARENT PROCESS)</i>
PROCESS DEFINITION:	Process by which the billing party notifies the non-billing party that an account receivable or credit balance is now the responsibility of the non-billing party to collect (debit) or apply (credit).
TRIGGER (S):	Account receivable(s) or credit balance previously billed to the customer on behalf of the non-billing party remains on the non-billing party account 23 days or more after issuance of a final consolidated bill. Amounts previously billed to the customer on behalf of the non-billing party remain unpaid beyond the period acceptable to the billing party as documented in the BSA between the parties.
ESTIMATED / PEAK TRANSACTION RATE:	Dependent on the payment processing method in effect and the number of customers enrolled in consolidated billing.
PROCESS INPUTS:	Customer Information, ESCO Bill Information, Utility Bill Information, Account Assignment Information, Account Assignment Reason
PROCESS OUTPUTS:	Notification to the non-billing party of the amount and reason for the account assignment.
SUB OR PRECEDING PROCESSES:	1.0 Billing Party Processes 248 Account Assignment Due To Termination Of Consolidated Billing Relationship 2.0 Billing Party Processes 248 Account Assignment To Return Account Receivable(s) in Purchase Receivables Models
PROCESS RULES:	[B&PP B.8.] A distribution utility and ESCO shall demonstrate the technical capability to exchange information electronically for their billing and payment processing options.

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	<p>[B&PP B.9.] An ESCO shall provide 60 calendar days notice by mail, e-mail or fax to a distribution utility of any plan to offer a billing option that is not currently offered to its customers. The distribution utility may agree to a shorter notice period preceding initiation of the option. The 60 calendar-day notice shall not impose any obligation on any party to proceed without a successful test of data exchange capability and the fulfillment of other obligations described in this Section. If an ESCO later changes its system, it shall provide adequate advance notice and conduct any additional testing required.</p> <p>[B&PP B.10.] A distribution utility and an ESCO are responsible for separately remitting their tax payments to the appropriate taxing authorities.</p> <p>[B&PP D.1.] The specific functions that must be undertaken by either the utility or the ESCO, as the consolidated billing party, include. . (k.) Receiving and recording customer payments; (l) Allocating and transmitting the non-billing party's share of receipts, by account, to the non-billing party; (n.) Maintaining records of billing information, including billed amounts, amounts collected, amounts remaining, amounts transferred, and dates.</p> <p>[B&PP D.4.] Upon receipt of payments, a non-billing party shall notify the billing party.</p> <p>[B&PP E.2.] A request to change a customer's bill option shall be made on or before 15 calendar days prior to the scheduled meter read date.</p> <p>[CWG] If the change would affect data exchange, the provisions of B&PP B.8. and B&PP B.9. shall apply.</p> <p>[CWG] ESCOs and utilities must provide at least 15 calendar days advance notice (prior to a meter reading date or the first of a calendar month for gas utilities, where applicable) to each other of any decision to terminate a billing option available to customers.</p>

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	<p>[B&PP E.3.a.] A distribution utility may suspend or discontinue an ESCO's right to offer consolidated billing as a billing party or non-billing party for failure to comply with a Billing Services Agreement. Suspension of the right to offer consolidated billing means that the ESCO is prohibited from offering consolidated billing to new customers.</p> <p>[B&PP E.3.b.] Upon a determination by a distribution utility to suspend or discontinue an ESCO's right to offer consolidated billing to customers, it shall provide notice on or before 15 calendar days prior to the proposed date for the suspension or discontinuance (cure period) to the ESCO and state the reason for its determination. Upon failure of the ESCO to correct the deficiency on or before the expiration of the cure period, the distribution utility may require a change to dual billing for the ESCO's customers.</p> <p>[B&PP E.3.c.] Upon discontinuance of consolidated billing rights, an ESCO may reapply to the distribution utility to offer consolidated billing. A distribution utility shall expedite consideration of such requests. Customers may begin receiving consolidated bills again after requirements are satisfied, including submission of transaction requests to establish consolidated billing for customers.</p> <p>[B&PP F.1.] A customer may request an ESCO to change its billing option. The ESCO shall request the bill option change on or before 15 calendar days prior to the scheduled meter reading date. An EDI change request is used to request a change in a customer's bill option. After receipt of the change request, a distribution utility shall, within one business day, acknowledge receipt of the request and, within two days, provide a response indicating rejection and the reason or acceptance and the effective date.</p> <p>[B&PP F.2.] No distribution utility may impose a charge on a customer or an ESCO for changing a billing option.</p> <p>[B&PP F.3.] When more than one request to change a customer's billing option is transmitted for a billing cycle; a billing party shall accept the last timely request received.</p> <p>[B&PP F.4.] A utility may deny a request for initiation of, or may discontinue, consolidated billing for a customer with a past due amount outstanding at least 38 calendar days, unless the past due amount is subject to a deferred payment agreement and the customer is fulfilling the deferred payment obligations.</p>

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	<p>[B&PP I.] <u>Consolidated Billing: Cancellations and Re-bills</u></p> <p>1. If non-billing party errors occur and are not corrected before the bill is issued, a billing party is not required to cancel bills or issue new bills. The non-billing party shall provide any necessary explanations to the customer and billing party and make any necessary adjustments on the next bill.</p> <p>[B&PP J.] <u>Consolidated Billing: Payment Processing and Remittance</u></p> <p>1. The parties shall set forth their responsibilities, performance parameters, financial arrangements and other details associated with payment processing and remittance in a BSA, subject to the requirements in this Section.</p> <p style="padding-left: 40px;">a. In the Pay-as-You-Get-Paid Method, the billing party sends payments to the non-billing party, within two business days of receipt and posting of the funds and processes the payments in accordance with the required priority for application of payments established in this Section.</p> <p style="padding-left: 40px;">b. A BSA shall establish procedures for processing payments made on any purchased accounts receivable.</p> <p>2. Payment Processing</p> <p style="padding-left: 40px;">a. The billing party shall notify the non-billing party that payment is received and send payments to the non-billing party, within two business days after receipt and posting, by use of Electronic Funds Transfer (EFT), Automated Clearing House (ACH), or similar means to banks or other entities as agreed upon by the parties. The notice shall include, in account detail, the payments received from customers, the date payments are posted, the date payments are transferred, and the amounts allocated to the non-billing party's charges.</p> <p style="padding-left: 40px;">b. The billing party may impose late payment charges on unpaid amounts not in dispute for the non-billing party provided the terms of the late payment charges are stated in a tariff or a sales agreement and previously disclosed to the customers. If the bill ready method is used, each party shall calculate its late payment charges. If the rate ready method is used, the billing party shall calculate the non-billing</p>

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	<p>party's late payment charges under terms agreed upon by the parties. If a customer's check is returned for any reason, the billing party may charge the customer's account for the return fee and any reasonable administrative fee.</p> <p>[B&PP J.3.] The billing party is not responsible for collection of non-billing party funds, unless agreed to in a Billing Services Agreement.</p> <p>[UBP J.4.] <u>Application of payments</u></p> <p>a. The billing party shall allocate customer payments to the following categories of charges on the bill or contained in a notice that are not in dispute in this order of priority of payment: (1) amounts owed to avoid termination, suspension or disconnection of commodity or delivery service; (2) amounts owed under a DPA, including installment payments and current charges; (3) arrears; and (4) current charges not associated with a DPA. The billing party shall pro-rate payments to the charges within each category in proportion to each party's charges in that category. After satisfaction of the charges in a category, assuming available funds, the remainder of the payment shall apply to the next highest category according to the priority of payments and in the same manner as described above until the payment is exhausted.</p> <p>b. The billing party may retain any payment amounts in excess of the amounts due as prepayments for future charges or return the excess amounts to customers. The billing party shall, in a timely manner, combine any excess payment amounts with the customer's payment on the next bill, and allocate and pro-rate the sum as set forth in § B&PP J.4.a.</p> <p>c. When the billing or non-billing party enters into a multi-month payment agreement with a customer or waives any charges, that party shall notify the other party of such action.</p> <p>d. The billing party shall hold payments received without account numbers or enough information for the billing party to identify the accounts and attempt to obtain information to identify the payer. If sufficient information</p>

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	<p>is not obtained to identify the account information prior to the next bill, the billing party shall present the unpaid amount and late charge, if applicable, on the bill. If the customer contacts the billing party to inquire about the late charge and the lack of payment credit, the billing party shall resolve the matter and reverse the late charges. The billing party shall notify the non-billing party of the matter and its resolution and then allocate payments as necessary to balance the account.</p> <p>[B&PP J.4.a. Footnote 20] Distribution utilities supplying delivery service for both natural gas and electricity to customers receiving consolidated bills shall apply the receipts to the separate services in accordance with their regular procedures. Where a consolidated bill displays delivery charges for separate gas and electric distribution utilities, the customer's payments shall be first prorated between the utility accounts in accordance with the amount each is due compared with the total amount due both distribution utilities.</p> <p>[B&PP J.4.b. Footnote 21] Where the customer elects to make a charitable donation, such as funding a low income program, satisfaction of the donation shall be made prior to allocation and pro-ration of the customer's excess payment.</p> <p>[B&PPJ.6.] <u>Non-Billing Party's Balance</u></p> <ol style="list-style-type: none"> a. Except as provided in B&PP J.6.d., when a final bill is issued, the billing party shall maintain a current and past due balance for each account of the non-billing party until payment of the last bill issued for service provided by the non-billing party or 23 days after issuance of such bill, whichever is sooner. After such time, the account shall be considered "inactive." b. Except as provided in B&PP J.6.d., when a customer's changes to a new ESCO, the billing party shall continue to receive and apply a customer's payments for the active account of the prior ESCO. If the custom does not pay the outstanding balance owed to the prior ESCO on or before 23 days after the final bill containing the prior ESCO's charges is issued, the billing party shall notify the ESCO and report the balance due.

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	<p>c. With regard to a new distribution utility/ESCO relationship following a change of ESCOs or a change in a distribution utility, the new billing party shall, upon request of the new non-billing party, bill for the balances that may exist at the time of the change. The new billing party may include the arrears on current bills or in a separate bill if its billing system is not capable of accepting prior charges. If a change of providers occurs, a distribution utility is not required to post any arrears of the prior ESCO on consolidated bills issued after the final billing of its charges, unless the arrears become the property of the new ESCO and it provides documentation of its property right to the distribution utility.</p> <p>d. Upon ESCO termination of the commodity supply of a residential customer due to failure to pay charges, the billing party shall maintain a current and past due balance for the account of the terminating ESCO for one year from the date of termination by the ESCO. In the event that the terminating ESCO seeks suspension of delivery service within one year of the termination, or the residential customer has a DPA, the billing party shall maintain a current and past due balance for each account of the terminating ESCO until the arrears are paid in full.</p> <p>[B&PP K.] A billing party shall maintain adequate staff to respond to customers' inquiries or refer inquiries to the non-billing party, where appropriate, within two business days.</p> <p>[CWG] [B&PP J.6.a.] When consolidated billing is in effect, the billing party is responsible for administration of the non-billing party account balance including maintenance of the non-billing party balance, presentation of the non-billing party balance on the consolidated bill, and allocation of payments to the non-billing party balance.</p> <p>[CWG] [B&PP J.6.a. and d.] Although the [2002] Billing Order indicated that “the billing party shall maintain a current and past due balance for each account of the non-billing party until payment of the last bill issued for service provided by the non-billing party or 23 days after issuance of such bill, whichever is sooner”, the billing party and non-billing party may agree, and must document in the BSA between parties, that the billing party</p>

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	<p>maintain such balance information for periods greater than the 23 day threshold specified in the Business Practices. In certain circumstances described in B&PP J.6.d. a billing party must continue to maintain receivables balances for the ESCO even though commodity service is no longer being supplied to an account.</p> <p>[CWG] Following issuance of a consolidated bill, the billing party has the right to assign an account receivable(s) and/or a credit to the non-billing party in the following scenarios:</p> <ul style="list-style-type: none"> ➤ Where the consolidated billing relationship is ended and a final consolidated bill is issued and non-billing party charges remain unpaid on an account for 23 days [B&PP.J.6.b.]; ➤ Where a consolidated billing relationship is ended, a final consolidated bill is issued and a credit balance remains on the non-billing party account for 23 days [B&PP.J.6.b.]; or ➤ Where the consolidated billing relationship will remain in effect under the Purchased Receivables without Recourse Model, but the billing party will no longer be responsible for collecting payment for individual account receivable(s) on the customer's account. <p>[CWG] Where the Purchase Receivables without Recourse method is in effect, the billing party may reassign responsibility for collecting amounts billed but uncollected to the non-billing party when</p> <ul style="list-style-type: none"> ➤ the customers' account with the non-billing party had an outstanding balance prior to billing party implementation of the Purchased Receivables Without Recourse Model and the billing party has been unable to collect the Pre-POR balance, or ➤ taxes billed on behalf of the non-billing party have not been collected from the customer and are being reassigned to the non-billing party for collection (the non-billing party may seek recovery of unpaid tax amounts directly with the taxing authority), or ➤ the amount collected from a non-billing party's residential customer to effect a reconnection of service is less than the unpaid balance on that customer's account with the non-billing party (the lesser of amount). The difference between the "lesser of" amount and the outstanding balance on the account cannot be the basis for future collection action by the billing party and is being reassigned to the non-billing party.

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	<p>[CWG] Account receivables/credit balances are not assigned when the retail access model is the Single Retailer Model.</p> <p>[CWG] A consolidated billing relationship may end as a result of:</p> <ul style="list-style-type: none"> ➤ The suspension or discontinuance of an ESCO's right to offer consolidated billing for failure to comply with a Billing Services Agreement; ➤ Termination of the consolidated billing option for an individual account by the customer, E/M or Utility; ➤ Suspension of the right to offer consolidated billing means that the ESCO is prohibited from offering consolidated billing to new customers. ➤ Termination of the E/M supply relationship with the customer (e.g. customer drops E/M, E/M drops customer, customer switches); ➤ E/M discontinuation of the consolidated billing option in whole or in part; or ➤ E/M discontinuation of supply service in whole or in part. <p>[CWG] Except for the circumstances described in B&PP J.6.c.&d, the billing party may discontinue the following when an account receivable is assigned:</p> <ul style="list-style-type: none"> ➤ Maintenance of a record of the non-billing party account receivable/credit balance; ➤ Presentation of the non-billing party account receivable/credit balance on the consolidated bill; and ➤ Allocation of payments to the non-billing party accounts receivable (where applicable). <p>[CWG] When a non-billing party account receivable/credit balance is assigned, the billing party can use a 248 Account Assignment transaction to notify the non-billing party of the assignment and to provide details of the assignment such as the nature of the amount being reassigned, the date and the dollar amount of the assignment. Alternatively, the billing party may include the receivables adjustment in a cash remittance transmitted to the ESCO and provide details of the adjustment in the corresponding 820 Remittance transaction.</p>

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	<p>[CWG] A separate 248 Account Assignment transaction must be sent for each account. Each 248 Account Assignment may include account receivables/credits for multiple commodities and/or invoices.</p> <p>[CWG] When account assignments involve mass discontinuation of a billing option to all or part of the E/M's customers (in cases such as E/M discontinuation of the consolidated billing option in whole or in part, E/M discontinuation of supply service in whole or in part, suspension or termination of the an E/M's right to offer a consolidated billing option or supply service in whole or in part) either the 248 Account Assignment or a non EDI method may be used to notify the non-billing party of account assignment information.</p> <p>[CWG] A 248 Account Assignment transaction may be used to communicate information other than the information that is described in this document provided that this alternative use of the 248 transaction has been documented by parties in their BSAs.</p> <p>[CWG] Following the transmission of a 248 Account Assignment transaction from the billing party to the non-billing party, should usage be cancelled, an 867 Monthly Usage transaction will be sent, and the non-billing party may be responsible for the rebilling of the account as necessary.</p> <p>[CWG] An 820 Remittance transaction may be used to adjust the balance of funds due to, or from, the non-billing party for amounts that have been reassigned to the non-billing party.</p>
COMMENTS/ISSUES:	[CWG] [B&PP J.6.] Notwithstanding the provisions of B&PP J.6, the billing and non-billing party should have the flexibility to agree, and document in the BSA between the parties, that the billing party will maintain such balance information for periods in excess of those described in this section of the UBP.

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ALL CONSOLIDATED BILLING MODELS**

PROCESS NUMBER:	<i>ACA 0</i>
PROCESS NAME:	<i>BILLING PARTY PROCESSES RETURN OF ACCOUNT RECEIVABLE (S) OR CREDIT BALANCE TO NON-BILLING PARTY (PARENT PROCESS)</i>
	<p>The Remittance Advice Business Processes for Utility Consolidated Billing contains clarification and/or modifications to the Uniform Practices for Billing and Payment Processing regarding the treatment of payments received by the non billing party. They are reproduced below because disposition of amounts received by the non billing party may affect the subsequent balances assigned by a billing party to a non billing party:</p> <p>[CWG] [B&PP D.4.] This paragraph of the Practices required notification to the billing party when funds are received or collected by the non-billing party. A standard notification process and the subsequent treatment for the funds received or collected by the non-billing party is pending resolution.</p> <p>In developing business processes for the Remittance Advice for Utility Consolidated Billing, the following processes regarding amounts initially collected by the non-billing party were developed by the CWG:</p> <ul style="list-style-type: none"> • The non-billing party should apply the entire payment to the customer's account with the non-billing party • The non-billing party will notify the billing party of the customers' payment as follows: <ul style="list-style-type: none"> ➤ <u>Bill Ready</u> -- Via the PAM segment in an 810 Invoice transaction ➤ <u>Rate Ready</u> -- Via a 568 Accounts Receivable Advisement transaction or non-EDI file. • Upon receipt of notification from the non-billing party, the billing and non-billing parties may consult, as necessary, and reallocate payments, (if applicable). • In addition, the BSA between the parties may specify additional actions the non-billing party is expected to take regarding notification to the billing party when funds are received. When reallocation of payment(s) will be necessary, the BSA should identify the method(s) to be used.

**ACCOUNT ASSIGNMENT FOR CONSOLIDATED BILLING BUSINESS PROCESS
ALL CONSOLIDATED BILLING MODELS**

PROCESS NUMBER:	<i>ACA 1.0</i>
PROCESS NAME:	<i>BILLING PARTY PROCESSES 248 ACCOUNT ASSIGNMENT DUE TO TERMINATION OF CONSOLIDATED BILLING RELATIONSHIP</i>
PROCESS DEFINITION:	Process by which the billing party notifies the non-billing party that an account receivable(s) or credit balance remaining on the non-billing party account 23 days after the final consolidated bill was issued will be reassigned to the non-billing party.
TRIGGER (S):	Account receivable(s) or credit balance remains on the non-billing party account 23 days after issuance of a final consolidated bill.
ESTIMATED / PEAK TRANSACTION RATE:	Dependent on the number of customers enrolled in consolidated billing.
PROCESS INPUTS:	Customer Information, ESCO Bill Information, Utility Bill Information, Account Assignment Information
PROCESS OUTPUTS:	<p>Positive Response: This response is not applicable to receipt of a 248 Account Assignment transaction.</p> <p>Negative Responses:</p> <ul style="list-style-type: none"> • Account Number Not Valid (A76) • Invalid Relationship (A84) • Account Does Not Have Service Requested (A91) • Duplicate Received (ABN) • Required Information is Missing (API) • Invalid or Missing Date (DIV) • Invoice Number Invalid or Missing (I76) • Sum of the Details Does Not Equal Total (SUM) • Other (A13)

**ACCOUNT ASSIGNMENT FOR CONSOLIDATED BILLING BUSINESS PROCESS
ALL CONSOLIDATED BILLING MODELS**

PROCESS NUMBER:	<i>ACA 1.0</i>
PROCESS NAME:	<i>BILLING PARTY PROCESSES 248 ACCOUNT ASSIGNMENT DUE TO TERMINATION OF CONSOLIDATED BILLING RELATIONSHIP</i>
SUB OR PRECEDING PROCESSES:	<ul style="list-style-type: none"> • Billing party maintains balance on behalf of the non-billing party and issues consolidated bill(s) to the customer. • Account ends a consolidated billing arrangement either via a request to change the customer's bill option or the customer's account with the ESCO is terminated (customer dropped by Utility or E/M). • Final consolidated bill is issued. • Charges/credits billed under a consolidated bill remain on the account 23 days after issuance of the final consolidated bill. • Billing party sends a 248 Account Assignment transaction to advise the non-billing party that the account receivable(s) or credit balance remaining on the account is reassigned to the non-billing party and provides details of the reassignment. • Amounts owed to, or due from, the non-billing party are adjusted for amounts reassigned using an 820 Remittance transaction or other non-EDI method.
PROCESS RULES:	<p>See Parent Process</p> <p>[CWG] When the consolidated billing relationship is terminated, the billing party will reassign the entire account receivable(s) or credit balance remaining on the non-billing party account after the final consolidated bill is issued.</p> <p>[CWG] [B&PPJ.6.] Notwithstanding the provisions of section B&PP J.6 a. and b., in certain instances the billing party must continue to maintain account balances on behalf of the customer's prior ESCO (B&PP J.6. c. and d.) or the billing and non-billing party may agree, and document in the BSA between the parties, that the billing party will maintain such balances for periods in excess of those described in this section of the UBP.</p>
COMMENTS:	

**ACCOUNT ASSIGNMENT FOR CONSOLIDATED BILLING BUSINESS PROCESS
ALL CONSOLIDATED BILLING MODELS**

PROCESS NUMBER:	<i>ACA 2.0</i>
PROCESS NAME:	<i>BILLING PARTY PROCESSES RETURN OF ACCOUNT RECEIVABLE (S) WHERE PURCHASED ACCOUNTS RECEIVABLE METHOD IS IN EFFECT</i>
PROCESS DEFINITION:	Process by which the billing party notifies the non-billing party that amounts previously billed to the customer on behalf of the non-billing party remain unpaid beyond a time period acceptable to the billing party and are being reassigned to the non-billing party even though the consolidated billing relationship will remain in effect.
TRIGGER (S):	An account receivable associated with (a) a customer payment made to reconnect service that is less than the total balance due for the E/M charges, (b) arrears prior to implementation of Purchased Receivables Without Recourse Model remain uncollected, or (c) taxes billed to the customer and remitted to the taxing authority by the non-billing party remain unpaid.
ESTIMATED / PEAK TRANSACTION RATE:	Dependent on the payment processing method and the number of customers enrolled in consolidated billing.
PROCESS INPUTS:	Customer Information, ESCO Bill Information, Utility Bill Information, Account Assignment Information
PROCESS OUTPUTS:	<p>Positive Response: This response is not applicable to receipt of a 248 Account Assignment transaction.</p> <p>Negative Responses:</p> <ul style="list-style-type: none"> • Account Number Not Valid (A76) • Invalid Relationship (A84) • Account Does Not Have Service Requested (A91) • Duplicate Received (ABN) • Required Information is Missing (API) • Invalid or Missing Date (DIV)

**ACCOUNT ASSIGNMENT FOR CONSOLIDATED BILLING BUSINESS PROCESS
ALL CONSOLIDATED BILLING MODELS**

PROCESS NUMBER:	<i>ACA 2.0</i>
PROCESS NAME:	<i>BILLING PARTY PROCESSES RETURN OF ACCOUNT RECEIVABLE (S) WHERE PURCHASED ACCOUNTS RECEIVABLE METHOD IS IN EFFECT</i>
	<ul style="list-style-type: none"> • Invoice Number Invalid or Missing (I76) • Sum of the details Does Not Equal Total (SUM) • Other (A13)
SUB OR PRECEDING PROCESSES:	<ul style="list-style-type: none"> • Billing party maintains balance on behalf of the non-billing party and issues consolidated bill(s) to the customer. • Account receivable(s) remain unpaid on the account beyond the period acceptable to the billing party as documented in the BSA between parties or the billing party determines that it is unable to collect certain receivables on the account. • Billing party sends a 248 Account Assignment transaction to advise the non-billing party that the account receivable(s) is reassigned to the non-billing party and provides details of the reassignment. • The billing party recovers funds previously remitted to the non-billing party for current receivables that were subsequently reassigned to the non-billing party for collection. • Billing party issues subsequent consolidated bill(s).
PROCESS RULES:	[CWG] When the consolidated billing relationship is in effect and the payment processing method is Purchase Receivables Without Recourse, amounts may be reassigned to the non-billing party for collection when the amount is (a) an unpaid balance existing on the account prior to implementation of the POR Without Recourse Model, (b) represents tax amounts remitted to the taxing authority that remain unpaid by the customer or (c) the difference between the total arrears due the E/M as indicated in a disconnection notice and the amount actually collected from the customer to restore service following disconnection (also known as the "lessor of" amount).
COMMENTS:	