

## USAGE BUSINESS PROCESSES – MONTHLY (V 2.0)

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*This document describes the detailed business processes associated with the exchange of monthly consumption or usage data in the State of New York. Version 1.0 of this document was developed by the NY EDI Collaborative and adopted by the Commission in Opinion 01-03, issued and effective July 23, 2001. The EDI Collaborative, in developing their initial recommendations, considered the content of the following documents:*

- *The State of New York Public Service Commission Uniform Retail Access Business Practices (UBP) issued and effective 4/15/99, and*
- *The Report of NY EDI Collaborative (Case #98-M-0667) dated 6/30/99*

*The document was subsequently modified to enable use of an 867MU transaction to communicate an Interim Bill Notice for the Bill Ready model (Version 1.1 issued and effective June 21, 2002). Version 2.0 contains further modifications necessary to support communication of usage data for the Single Retailer Model.*

### NOTES:

- Any item displayed under a Process component (i.e. rules, etc.) is also applicable for its sub-processes, unless otherwise noted.
- The source of various Process Rules and Recommendations listed in this document is indicated by the following annotations which precede each rule:
  - UBP = NY Uniform Business Practices (effective 4/15/99)
  - UBP(M) = NY Uniform Business Practices as modified in Opinion 01- 03
  - B&PP= Uniform Business Practices for Billing and Payment Processing issued 3/14/02
  - CR = The Report of the NY EDI Collaborative (issued 6/30/99)
  - CWG = Collaborative Work Group
- Monthly consumption or usage data will be sent to E/Ms only for customers enrolled with them for the period indicated in the transaction.

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- Consumption for accounts that are billed off-line will be processed non-EDI.
- Consumption or usage transactions (TS867MU) may only be rejected for an incorrect account number, incorrect commodity or an error in syntax.
- ESCO/Marketer rejections will be processed EDI (TS824) for accounts that are resident on the Utilities' customer system. ESCO/Marketer rejections for accounts that are not resident on the Utilities' customer system will be processed non-EDI.
- Consumption for accounts that are resident on the utilities' customer system will be processed EDI. Consumption for accounts that are not resident on the Utilities' customer system will be processed non-EDI.
- 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 authorities [see B&PP B.7.].
- In the Single Retailer Model, the E/M is the only entity issuing bills to the end use retail customer. Accordingly, the content of the end use customer's bill is limited to data obtained from the customer by the E/M and data transmitted to the E/M by the Utility. In the Utility Rate Ready or Utility Bill Ready models, the consolidated bill presented to the end use retail customer will contain information about meter reads, meter multipliers, etc. (as prescribed by the Uniform Business Practices) by virtue of the fact that the Utility is the entity presenting the bill and it has ready access to such information. Although the customer bill rendered by the E/M in the Single Retailer Model need not conform to the UBP bill content requirements, the E/M will be able to provide their customers with the level of bill detail similar to the level currently provided in either a utility bundled bill or a consolidated bill rendered by the Utility. Since the NY 867MU transaction standard was originally designed to provide only billed consumption information, version 2.0 of the 867MU transaction standard contains an additional PTD loop that will be used in the Single

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Retailer Model to report recorded metered usage by meter. For Single Retailer, the following additional data segments may be provided in addition to the segments for consumption information already provided for: beginning and ending meter reads, meter multipliers, number of dials, service point id, therm and degree day factors, and transformer loss adjustment factor. This additional PTD loop may be used to report metered usage detail in other bill models subject to the mutual agreement of the parties.

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<b>PROCESS NUMBER:</b>	<i>MU0</i>
<b>PROCESS NAME:</b>	<i>PROCESS CURRENT CONSUMPTION OR USAGE DATA (PARENT)</i>
<b>PROCESS DEFINITION:</b>	Utility provides consumption and/or usage data to an ESCO/Marketer for a customer that is enrolled with them. Consumption data may include billing determinants for on-cycle, off-cycle or final consumption and adjustments (correction or cancelation) to previously provided consumption data. When the ESCO/Marketer is functioning as the Single Retailer (RG&E or National Fuel) data sent would include actual, estimated or customer meter reading data by meter.
<b>TRIGGER(S):</b>	When consumption data is validated for billing (or for Single Retailer when usage data is retrieved from the meter).
<b>ESTIMATED / PEAK TRANSACTION RATE:</b>	See subprocesses.
<b>PROCESS INPUTS:</b>	Current consumption data as validated for billing and/or adjustments (or for Single Retailer Model recorded usage data retrieved from the meter plus meter attribute data).  See Monthly Consumption data dictionary for details.
<b>PROCESS OUTPUTS:</b>	ESCO/Marketer Rejection Response:  Account Not Valid

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<b>PROCESS NUMBER:</b>	<i>MU0</i>
<b>PROCESS NAME:</b>	<i>PROCESS CURRENT CONSUMPTION OR USAGE DATA (PARENT)</i>
<b>SUB OR PRECEDING PROCESSES :</b>	<p><u>Preceding Process:</u>            Enrollment</p> <p><u>Subsequent Processes:</u></p> <p>MU01 Process Monthly Consumption</p> <p>MU02 Process Monthly Consumption No Valid Data (No-Bill)</p> <p>MU03 Process Off Cycle Billed Consumption</p> <p>MU04 Process Final Billed Consumption</p> <p>MU05 Process Consumption for Accounts Billed Off-System</p> <p>MU06 Process Bulk Adjustments of Consumption</p> <p>MU07 Process Off-Cycle Consumption – No Bill</p> <p>MU08 Process Cancel/Recalculate</p> <p>MU09 Process Consumption with Meter Change</p> <p>MU10 Process Consumption for Switched/ Cross Meters</p> <p>MU11 Process Interim Bill – No Usage Data</p>

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<b>PROCESS NUMBER:</b>	<i>MU0</i>
<b>PROCESS NAME:</b>	<i>PROCESS CURRENT CONSUMPTION OR USAGE DATA (PARENT)</i>
	MU12 Process Current Usage Data – Single Retailer
<b>PROCESS RULES:</b>	<p>[UBP – CI.B] Utilities must make available to ESCO's/Marketers/Direct Customers all data recorded by and currently retrieved from their customer meters and all other information necessary to compute the customers most recent bill.</p> <p>[UBP – CI.B] All such information to be furnished by the utility must be provided electronically, at no charge, to ESCOs/Marketers/Direct Customers when the data is acceptable by the utility to bill its customers.</p> <p>[UBP – CI.B] Where estimated meter readings are used, the estimates must also be provided free of charge to ESCOs/Marketers/Direct Customers when the data is acceptable by the utility to bill its customers.</p> <p>[UBP – CI.B] All subsequent changes or corrections and adjustments to previously supplied data and metering equipment must be made available to the ESCO's/Marketers/Direct Customers when the data is acceptable to be used for its customers.</p> <p>[CWG] Current consumption or usage information can be provided to the Marketer of record only (post enrollment).</p> <p>[CWG] Consumption for accounts that are resident on the utilities' customer system will be processed EDI. Consumption for accounts that are not resident on the utilities' customer system will be processed non-EDI.</p> <p>[CWG] ESCO/Marketer rejections (TS824) will be processed via EDI for accounts that are resident on the Utilities' customer system. ESCO/Marketer rejections for accounts that are not resident on the Utilities' customer system will be processed non-EDI.</p>

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<b>PROCESS NUMBER:</b>	<i>MU0</i>
<b>PROCESS NAME:</b>	<i>PROCESS CURRENT CONSUMPTION OR USAGE DATA (PARENT)</i>
	<p>[CWG] The data to be sent is consumption information and/or meter reading data (Single Retailer Model).</p> <p>[CWG] Consumption information will be sent as stored in the system of record without interpretation, either by account or individual meter.</p> <p>[CWG] For every billed consumption an 867MU transaction will be sent.</p> <p>[CWG] Some consumption may not be sent via EDI as noted in the Sub-Processes.</p> <p>[CWG] When an ESCO/Marketer enrolls a partial requirements customer, current monthly consumption will reflect only that portion of the load served by the ESCO/Marketer.</p> <p>[CWG] Interval data will be sent in a TS867MU transaction in summary form.</p> <p>[CWG] Zero consumption can be presented as a valid consumption amount.</p> <p>[CWG] Utilities occasionally adjust previously reported customer consumption or usage (Single Retailer) and will report the recalculated consumption or actual usage to the ESCO/Marketer of record for the time period associated with the recalculation. Such recalculations may occur after the ESCO/Marketer has processed a drop for the affected customer account.</p> <p>[CWG] The data sent in the 867MU transaction should reflect the description of the usage data provided on the 814 transaction sent in response to a request for history data except in instances in which an 867MU contains an Interim Bill Notice (see sub-process MU11).</p>

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<b>PROCESS NUMBER:</b>	<i>MU0</i>
<b>PROCESS NAME:</b>	<i>PROCESS CURRENT CONSUMPTION OR USAGE DATA (PARENT)</i>
<b>COMMENTS:</b>	<p>The Utility will send consumption data that is used for billing puposes so the data will not necessarily be sent on the date it was retrieved from the meter. Recorded usage data by meter will be sent after it has been validated (Single Retailer).</p> <p>On occasion consumption or usage may be sent to the ESCO/Marketer for a customer for whom they had already received a drop.</p>

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<b>PROCESS NUMBER:</b>	<i>MU01</i>
<b>PROCESS NAME:</b>	<i>PROCESS MONTHLY CONSUMPTION</i>
<b>PROCESS DEFINITION:</b>	Utility provides ESCO/Marketer with consumption for the current meter reading period. Data will be sent for electric or gas, as applicable.
<b>TRIGGER(S):</b>	Consumption data that is validated for billing as the result of a meter reading cycle.
<b>ESTIMATED / PEAK TRANSACTION RATE:</b>	High, Daily
<b>PROCESS INPUTS:</b>	See Parent (MU0)
<b>PROCESS OUTPUTS:</b>	See Parent
<b>SUB OR PRECEDING PROCESSES :</b>	Not all consumption will be available to E/M's immediately after on cycle processing. The amount of time required for validation of meter readings varies by utility. The data will be processed as follows: <ul style="list-style-type: none"> <li>• Account is scheduled for billing</li> <li>• Utility system validates.</li> </ul>

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<b>PROCESS NUMBER:</b>	<i>MU01</i>
<b>PROCESS NAME:</b>	<i>PROCESS MONTHLY CONSUMPTION</i>
	<ul style="list-style-type: none"><li>• Current consumption is sent whether meters are read or consumption is estimated.</li><li>• All consumption data acceptable for billing is transmitted to E/M's. Unacceptable (failed validation) consumption data is held for manual review and is transmitted when validated.</li></ul>
<b>PROCESS RULES:</b>	[CWG] Monthly Consumption must be sent within one business day of validation of meter reading or estimate.
<b>COMMENTS:</b>	

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<b>PROCESS NUMBER:</b>	<i>MU02</i>
<b>PROCESS NAME:</b>	<i>PROCESS MONTHLY CONSUMPTION – NO VALID DATA (NO BILL)</i>
<b>PROCESS DEFINITION:</b>	Consumption calculation was not possible due to a lack of valid information.
<b>TRIGGER(S):</b>	Process monthly consumption (MU1).
<b>ESTIMATED / PEAK TRANSACTION RATE:</b>	Infrequent
<b>PROCESS INPUTS:</b>	None.
<b>PROCESS OUTPUTS:</b>	None.
<b>SUB OR PRECEDING PROCESSES :</b>	<ul style="list-style-type: none"><li>• Account is scheduled for billing.</li><li>• Utility system attempts validation.</li><li>• Data fails validation.</li><li>• Bill cannot be calculated.</li><li>• No consumption data is sent.</li></ul>
<b>PROCESS RULES:</b>	

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<b>PROCESS NUMBER:</b>	<i>MU02</i>
<b>PROCESS NAME:</b>	<i>PROCESS MONTHLY CONSUMPTION – NO VALID DATA (NO BILL)</i>
<b>COMMENTS :</b>	

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<b>PROCESS NUMBER:</b>	<i>MU03</i>
<b>PROCESS NAME:</b>	<i>PROCESS OFF CYCLE BILLED CONSUMPTION</i>
<b>PROCESS DEFINITION:</b>	The utility renders a bill on a day other than the customer's normal billing cycle.
<b>TRIGGER(S):</b>	Random, may be generated as a result of special meter reads, gas switching on the first of the month, failed validation, etc.
<b>ESTIMATED / PEAK TRANSACTION RATE:</b>	Low
<b>PROCESS INPUTS:</b>	See parent (MU0).
<b>PROCESS OUTPUTS:</b>	See parent (MU0).
<b>SUB OR PRECEDING PROCESSES :</b>	Some trigger causes the bill to be generated (e.g. Special Read Request). Consumption is sent when off-cycle bill is produced.
<b>PROCESS RULES:</b>	[CWG] Consumption will only be passed at the time a bill is rendered. If the ESCO/Marketer requests a special read and a bill is not rendered no consumption will be sent.

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<b>PROCESS NUMBER:</b>	<i>MU03</i>
<b>PROCESS NAME:</b>	<i>PROCESS OFF CYCLE BILLED CONSUMPTION</i>
<b>COMMENTS:</b>	

<b>PROCESS NUMBER:</b>	MU04
<b>PROCESS NAME:</b>	<i>PROCESS FINAL BILLED CONSUMPTION</i>
<b>PROCESS DEFINITION:</b>	Utility provides ESCO/Marketer with the consumption information when a final bill has been rendered. A final bill is produced when a customer relocates, a customer requests a seasonal turn-off or a customer is turned off for non-payment, etc.  Applicable for either electric or gas.
<b>TRIGGER(S):</b>	Utility Service is discontinued.
<b>ESTIMATED / PEAK TRANSACTION RATE:</b>	Low

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<b>PROCESS NUMBER:</b>	MU04
<b>PROCESS NAME:</b>	<i>PROCESS FINAL BILLED CONSUMPTION</i>
<b>PROCESS INPUTS:</b>	See Parent (MU0) and Final Account Status Indicator.
<b>PROCESS OUTPUTS:</b>	See Parent (MU0).
<b>SUB OR PRECEDING PROCESSES :</b>	The processes will occur in the order prescribed by current utility practice: <ul style="list-style-type: none"><li>• A turn-off order is processed.</li><li>• A final Bill is produced, final consumption is sent, account is closed.</li><li>• Drop Transaction is generated.</li></ul>
<b>PROCESS RULES:</b>	
<b>COMMENTS :</b>	

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<b>PROCESS NUMBER:</b>	<i>MU05</i>
<b>PROCESS NAME:</b>	<i>PROCESS CONSUMPTION FOR ACCOUNTS BILLED OFF-SYSTEM</i>
<b>PROCESS DEFINITION:</b>	Process consumption for accounts that are not resident on the utility's customer system (see MU1 through MU10).
<b>TRIGGER(S):</b>	See MU1 through MU10.
<b>ESTIMATED / PEAK TRANSACTION RATE:</b>	Minimal.
<b>PROCESS INPUTS:</b>	Data will be processed non-EDI. See parent (MU0).
<b>PROCESS OUTPUTS:</b>	See parent (MU0).
<b>SUB OR PRECEDING PROCESSES :</b>	<ul style="list-style-type: none"> <li>• The meter reads are obtained.</li> <li>• Validation is attempted.</li> <li>• If data is validated, the bill is calculated manually or consumption is posted to the account.</li> <li>• If bill cannot be calculated no data is sent.</li> <li>• If billed, the consumption is sent.</li> </ul>
<b>PROCESS RULES:</b>	[CWG] All Off-Line Billed accounts will be processed non-EDI.

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<b>PROCESS NUMBER:</b>	<i>MU05</i>
<b>PROCESS NAME:</b>	<i>PROCESS CONSUMPTION FOR ACCOUNTS BILLED OFF-SYSTEM</i>
<b>COMMENTS:</b>	

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<b>PROCESS NUMBER:</b>	<i>MU06</i>
<b>PROCESS NAME:</b>	<i>PROCESS BULK ADJUSTMENTS OF CONSUMPTION</i>
<b>PROCESS DEFINITION:</b>	<p>The Utility posts a bulk adjustment of consumption to an account to resolve a discrepancy between past consumption and current information. Bulk adjustments are not accounted for on a monthly basis, they are considered in bulk and are outside of the cancel/rebill process. The consumption will be noted as a bulk adjustment to consumption as opposed to appearing as though it is a normal bill.</p> <p>An example is a defective meter (fast/slow).</p>
<b>TRIGGER(S):</b>	Discovery of discrepancy between billed consumption and actual consumption.
<b>ESTIMATED / PEAK TRANSACTION RATE:</b>	Minimal
<b>PROCESS INPUTS:</b>	See parent (MU0).
<b>PROCESS OUTPUTS:</b>	See Parent (MU0).

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<b>SUB OR PRECEDING PROCESSES :</b>	<ul style="list-style-type: none"><li>• Discovery of a condition indicating that consumption is incorrect.</li><li>• Calculation of the corrected consumption.</li><li>• Adjustment in consumption is posted to the account.</li><li>• Account will be reviewed to determine whether or not multiple ESCO/Marketers are involved in the period of adjustment.</li><li>• Consumption is sent out to the appropriate ESCO/Marketers.</li></ul>
<b>PROCESS RULES:</b>	<p>[CWG] Utility will only provide consumption adjustment information for the period for which the customer was enrolled with the ESCO/Marketer.</p> <p>[CWG] Consumption adjustments may or may not be handled via EDI as determined by Utility.</p>
<b>COMMENTS:</b>	

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<b>PROCESS NUMBER:</b>	<i>MU07</i>
<b>PROCESS NAME:</b>	<i>PROCESS OFF-CYCLE CONSUMPTION - NO BILL</i>
<b>PROCESS DEFINITION:</b>	<p>Consumption is recorded, but no bill is generated. For example, a special read is taken outside of the meter reading cycle and it supports the accuracy of the prior reading.</p> <p>For example: customer calls in consumption after estimation has been completed; customer requests validation of read and consumption is in line; Marketer requests validation of a read and consumption is in line; reading as a result of a meter change.</p>
<b>TRIGGER(S):</b>	Any activity that results in obtaining a read between cycles.
<b>ESTIMATED / PEAK TRANSACTION RATE:</b>	Low to moderate
<b>PROCESS INPUTS:</b>	No Input (no transaction).
<b>PROCESS OUTPUTS:</b>	No Output (no transaction).
<b>SUB OR PRECEDING PROCESSES :</b>	<ul style="list-style-type: none"> <li>• Utility obtains consumption data between cycles</li> <li>• Utility validates consumption data</li> <li>• Utility posts consumption data to account</li> </ul>

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<b>PROCESS NUMBER:</b>	<i>MU07</i>
<b>PROCESS NAME:</b>	<i>PROCESS OFF-CYCLE CONSUMPTION - NO BILL</i>
<b>PROCESS RULES:</b>	[CWG] No consumption information will be sent to ESCO/Marketer.  [CWG] Consumption related to a special read will be forwarded to the requestor based on current utility practice.
<b>COMMENTS:</b>	

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<b>PROCESS NUMBER:</b>	<i>MU08</i>
<b>PROCESS NAME:</b>	<i>PROCESS CANCEL/RECALCULATE</i>
<b>PROCESS DEFINITION:</b>	As the result of new information obtained, it is found that a prior bill, or bills, are incorrect. Those prior bills are reversed, a recalculation is performed and bills are reissued. Consumption may be re-issued due to other than a change in consumption, for example, a bill adjustment as the result of a rate change.
<b>TRIGGER(S):</b>	New information is obtained that demonstrates that bills must be re-issued.
<b>ESTIMATED / PEAK TRANSACTION RATE:</b>	Low
<b>PROCESS INPUTS:</b>	There will be two inputs to this transaction, an input with cancelled consumption and an input with recalculated consumption.  <b>Cancel:</b> See monthly usage data dictionary for details.  <b>Recalculate:</b> See parent (MU0).
<b>PROCESS OUTPUTS:</b>	See Parent (MU0).
<b>SUB OR PRECEDING</b>	<ul style="list-style-type: none"> <li>• Utility obtains consumption data.</li> <li>• Utility validates consumption data.</li> <li>• Utility determines that prior consumption(s) are incorrect.</li> </ul>

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<b>PROCESS NUMBER:</b>	<i>MU08</i>
<b>PROCESS NAME:</b>	<i>PROCESS CANCEL/RECALCULATE</i>
<b>PROCESSES :</b>	<ul style="list-style-type: none"> <li>• Utility reverses consumption(s) for previous billing period(s).</li> <li>• Utility communicates that consumption has been canceled to the ESCO/Marketer.</li> <li>• Utility issues new bill for affected period(s).</li> <li>• Utility communicates recalculated consumption to the ESCO/Marketer.</li> </ul>
<b>PROCESS RULES:</b>	<p>[CWG] The cancellation may be for an individual billing period or over multiple prior billing periods, but will be reported in individual billing periods.</p> <p>[CWG] EDI cancelations may or may not be sent via EDI when the period is greater than 24 months.</p> <p>[CWG] If this process occurs prior to the start date for an incumbent marketer, this information will NOT be sent to the incumbent marketer.</p> <p>[CWG] ESCO/Marketer will only receive consumption for the period it served the customer.</p> <p>[CWG] The consumption being reversed may span several previous consumption periods and may result in a single bill or multiple bills.</p> <p>[CWG] The recalculation may be based on either an actual reading or estimated consumption.</p> <p>[CWG] The recalculation could result in no change in consumption.</p> <p>[CWG] The reversed consumption can be reconciled by the ESCO/Marketer using a comparison of meter reading dates.</p>

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<b>PROCESS NUMBER:</b>	<i>MU08</i>
<b>PROCESS NAME:</b>	<i>PROCESS CANCEL/RECALCULATE</i>
	[CWG] When an ESCO/Marketer is serving partial requirements customers, the usage that will be sent from the Utility will only represent the portion of the load served by the ESCO/Marketer.
<b>COMMENTS:</b>	

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<b>PROCESS NUMBER:</b>	<i>MU09</i>
<b>PROCESS NAME:</b>	<i>PROCESS CONSUMPTION WITH METER CHANGE</i>
<b>PROCESS DEFINITION:</b>	Recording of consumption at the time of the meter exchange. Consumption may not be reported at the time of the exchange, however, it will be reported at the time of billing.
<b>TRIGGER(S):</b>	Exchange of meter due to routine testing, broken meters, change in rate, customer request, load change, etc.
<b>ESTIMATED / PEAK TRANSACTION RATE:</b>	Low
<b>PROCESS INPUTS:</b>	None
<b>PROCESS OUTPUTS:</b>	None
<b>SUB OR PRECEDING PROCESSES:</b>	<ul style="list-style-type: none"> <li>• Exchange order is issued.</li> <li>• Meter is changed.</li> <li>• Meter change is processed.</li> <li>• Send notification to the ESCO/Marketer that the meter was changed.</li> </ul>
<b>PROCESS RULES:</b>	<p>[CWG] Consumption and days of consumption must be allocated to old meter and to new meter.</p> <p>[CWG] This information will be passed when the bill subsequent to the meter change is rendered.</p>

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<b>PROCESS NUMBER:</b>	<i>MU09</i>
<b>PROCESS NAME:</b>	<i>PROCESS CONSUMPTION WITH METER CHANGE</i>
	[CWG] The change in meter number will be sent when the Utility records are updated.
<b>COMMENTS:</b>	

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<b>PROCESS NUMBER:</b>	<i>MU10</i>
<b>PROCESS NAME:</b>	<i>PROCESS CONSUMPTION FOR SWITCHED/CROSS METERS</i>
<b>PROCESS DEFINITION:</b>	The discovery that the customer's consumption may have been calculated using data from the wrong meter. When discovered, the consumption will be canceled and recalculated, probably with adjustments to one or both accounts. The account updates involve manual processes and will be communicated via EDI or non-EDI depending on the business process in each utility.
<b>TRIGGER(S):</b>	Field Investigation
<b>ESTIMATED / PEAK TRANSACTION RATE:</b>	Low
<b>PROCESS INPUTS:</b>	Various depending on the processes involved at each utility.
<b>PROCESS OUTPUTS:</b>	Various depending on the processes involved at each utility.
<b>SUB OR PRECEDING PROCESSES :</b>	<ul style="list-style-type: none"> <li>• Investigation Order is issued.</li> <li>• Investigation is conducted.</li> <li>• Configuration is corrected.</li> <li>• Account data changes will be sent to ESCO/Marketer</li> <li>• Corrected consumption data will be processed EDI or non-EDI depending on each utility's business process.</li> </ul>

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<b>PROCESS NUMBER:</b>	<i>MU10</i>
<b>PROCESS NAME:</b>	<i>PROCESS CONSUMPTION FOR SWITCHED/CROSS METERS</i>
<b>PROCESS RULES:</b>	[CWG] The information will be communicated based on current Utility practice.
<b>COMMENTS:</b>	

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<b>PROCESS NUMBER:</b>	<i>MU11</i>
<b>PROCESS NAME:</b>	<i>PROCESS INTERIM BILL NOTICE – NO USAGE DATA SENT</i>
<b>PROCESS DEFINITION:</b>	<p>Process by which an account will be billed by the Utility, and may also be billed by the ESCO/Marketer, although no consumption information, either actual or estimated, is obtained.</p> <p>This sub-process is only applicable when the customer is receiving a consolidated bill under the Utility Bill Ready model. In that model, a consumption record initiated by the Utility establishes the bill window (the period of time an E/M has to return an 810 Invoice containing their charges for presentation on the consolidated bill).</p>
<b>TRIGGER(S):</b>	Utility issues bill for the interim month between bi-monthly meter reads but has no usage to report.
<b>ESTIMATED / PEAK TRANSACTION RATE:</b>	High for certain types of accounts (residential customers on budget bill plans) but low for other types of accounts.
<b>PROCESS INPUTS:</b>	Utility Information, ESCO/Marketer Information, Customer Information, Interim Bill Notice indicator.
<b>PROCESS OUTPUTS:</b>	<p>Positive Response: 997 Functional Acknowledgement transaction</p> <p>Negative Response: the 867MU may be rejected via an 824 Application Advice when:</p> <p>Account Not Found</p>

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<b>PROCESS NUMBER:</b>	<i>MU11</i>
<b>PROCESS NAME:</b>	<i>PROCESS INTERIM BILL NOTICE – NO USAGE DATA SENT</i>
	Account Does Not Have Service Requested.
<b>SUB OR PRECEDING PROCESSES :</b>	<ul style="list-style-type: none"> <li>• Account is enrolled with E/M</li> <li>• Account is scheduled for billing</li> <li>• No actual or estimated usage is available to report</li> <li>• Utility sends 867MU transaction containing Interim Bill Notice</li> <li>• E/M may, but is not required to, return their charges in an 810 Invoice, within the current bill window, for presentation on the interim period consolidated bill.</li> </ul>
<b>PROCESS RULES:</b>	<p>[CWG] An 867MU transaction sent to notify the E/M that the Utility will issue an interim bill for the customer must not contain any usage information.</p> <p>[CWG] An Interim Bill Notice 867MU transaction will only be sent when the customer’s bill option is Utility Bill Ready and</p> <ul style="list-style-type: none"> <li>• The customers’ usage information is normally reported on a bi-monthly basis</li> <li>• The Utility will bill the customer monthly, and</li> <li>• no usage information is available for the interim monthly period.</li> </ul>

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<b>PROCESS NUMBER:</b>	<i>MU11</i>
<b>PROCESS NAME:</b>	<i>PROCESS INTERIM BILL NOTICE – NO USAGE DATA SENT</i>
	<p>[CWG] The E/M may send an 810 Invoice transaction to the Utility in response to the Interim Bill Notice if they choose to bill the customer for the interim period.</p> <p>[CWG] An Interim Bill Notice transaction should not be sent if the Utility issues an interim bill by estimating usage (see sub-process MU01).</p>
<b>COMMENTS:</b>	

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<b>PROCESS NUMBER:</b>	<i>MU12</i>
<b>PROCESS NAME:</b>	<i>PROCESS CURRENT USAGE DATA- SINGLE RETAILER MODEL</i>
<b>PROCESS DEFINITION:</b>	Utility provides ESCO/Marketer functioning as the Single Retailer with actual, estimated or customer meter reading data for the current meter reading period. Data will be sent for electric or gas, as applicable.
<b>TRIGGER(S):</b>	When charges for usage are to be billed, recorded usage data is retrieved from the customer's meter and validated.
<b>ESTIMATED / PEAK TRANSACTION RATE:</b>	Dependent upon the number of customers enrolled with an ESCO/Marketer under the Single Retailer Model.
<b>PROCESS INPUTS:</b>	Usage information (actual metered usage, estimated usage calculated for a cycle or customer read data for an individual meter); Utility Information; E/M Information; Customer Information; Service Information; Meter Information .
<b>PROCESS OUTPUTS:</b>	<p>Positive Response: 997 Functional Acknowledgement transaction</p> <p>Negative Response: an 867MU may be rejected via an 824 Application Advice when:</p> <p>Account Not Found</p> <p>Account Does Not Have Service Requested.</p>

USAGE BUSINESS PROCESSES – MONTHLY (V 2.0)

<b>PROCESS NUMBER:</b>	<i>MU12</i>
<b>PROCESS NAME:</b>	<i>PROCESS CURRENT USAGE DATA- SINGLE RETAILER MODEL</i>
<b>SUB OR PRECEDING PROCESSES :</b>	<p><u>Preceding Process:</u> Enrollment with an ESCO/Marketer participating in the Single Retailer Model</p> <p><u>Subsequent Processes:</u></p> <p>Not all usage data will be available to E/M’s immediately after on cycle processing. The amount of time required for validation of meter readings varies by utility. The data will be processed as follows:</p> <ul style="list-style-type: none"> <li>• Usage data is retrieved from customer’s meter, communicated by customer (customer read) or estimated for a cycle.</li> <li>• Account is scheduled for billing</li> <li>• Utility system validates usage data.</li> <li>• Utility uses usage data to calculate end use customers delivery charges for the cycle.</li> <li>• Utility sends 867MU transaction containing current meter readings, rate class and/or subclass, meter or service point id number, meter multiplier, number of dials and as applicable backout credit, metered base load and therm, degree day or transformer loss adjustment factors for electric and/or gas.</li> <li>• E/M transmits 997 Functional Acknowledgement in response to receipt of 867MU transaction.</li> <li>• E/M transmits 824 Application Advice rejecting the 867 transaction (if applicable).</li> <li>• E/M uses usage data to calculate their commodity charges.</li> <li>• Utility sends 810 EURC or Calendar Month Invoice containing information on delivery charges</li> <li>• E/M receives 810 EURC Cycle or Calendar Month Invoice for its customers</li> <li>• E/M combines their charge information with information sent in the 810 EURC or Calendar Invoice and presents a bill to their customer.</li> </ul>

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<b>PROCESS NUMBER:</b>	<i>MUI2</i>
<b>PROCESS NAME:</b>	<i>PROCESS CURRENT USAGE DATA- SINGLE RETAILER MODEL</i>
<b>PROCESS RULES:</b>	See Parent Process for general rules  [CWG] Unmetered consumption data should not be sent in the same PTD loop with meter reading data by meter. Unmetered consumption data should be transmitted in the PTD*BC loop in the 867MU transaction.
<b>COMMENTS:</b>	