

RETAIL ENERGY CODE

INTERACTIVE INDUSTRY SESSION

MARKET ENTRY, TRANSITION AND ANNUAL MAINTENANCE

10 JUNE 2021

AGENDA

- **Welcome and Overview to Session (10:30)**
- **Market Entry**
 - Overview to the End to End Process
 - Accession
 - BSA and Internal Testing
 - External Testing
 - MEMs Market Entry
 - Questions
- **In-Flight Market Entry**
 - Overview to In-Flight Market Entry
 - Questions
- **Break until 11:30**
- **Annual Maintenance (11:30)**
 - Overview to the maintenance process
 - Information Security and Data Protection
 - Questions
- **Summary & Wrap Up**

RETAIL
ENERGY
CODE

- THIS WEBINAR IS BEING RECORDED
- WE WILL START THE ANNUAL MAINTENANCE SESSION AT 11:30 (THIS IS TO ALLOW ADDITIONAL ATTENDEES TO JOIN)
- PLEASE SUBMIT QUESTIONS VIA THE Q&A BOX
- THE SLIDES AND WEBINAR RECORDING WILL BE SHARED

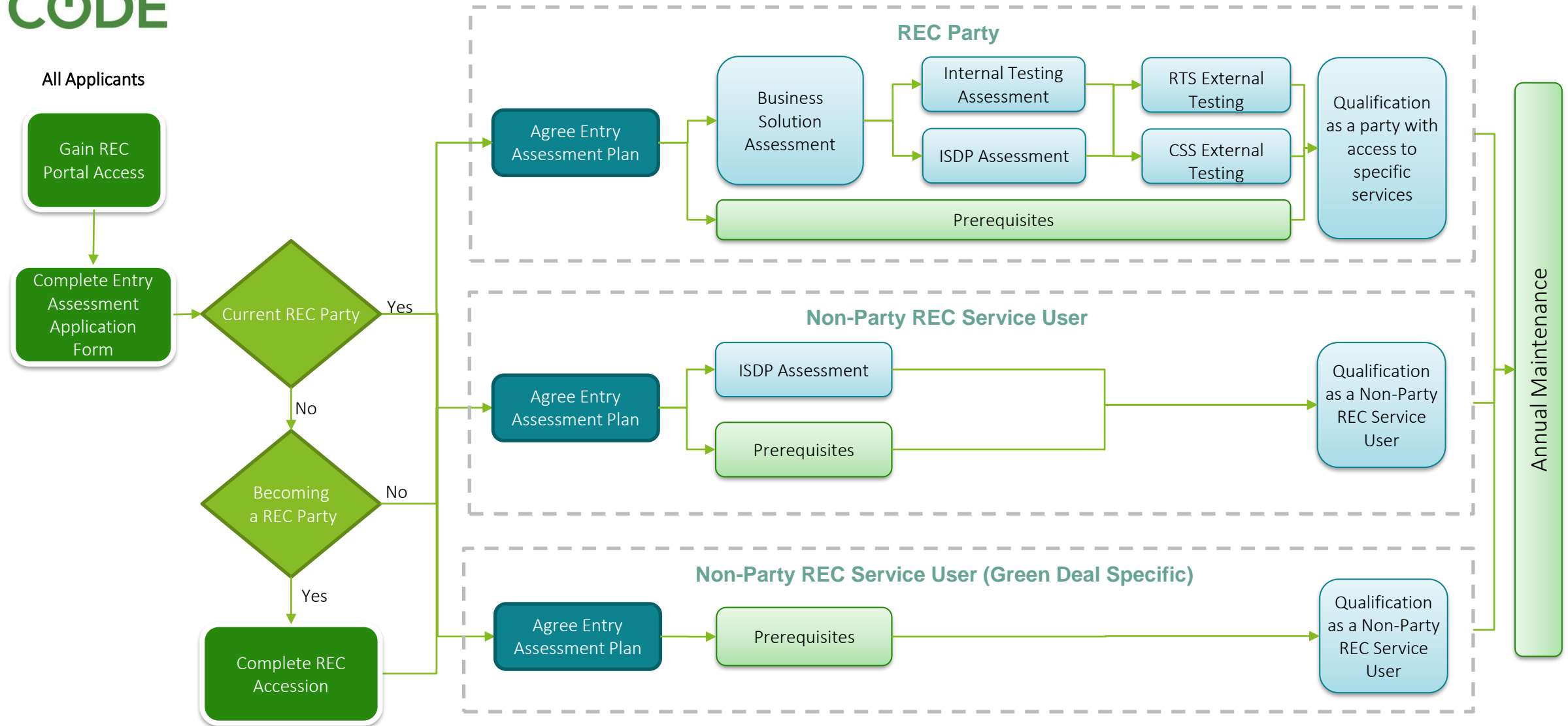
**RETAIL
ENERGY
CODE**



MARKET ENTRY

RETAIL ENERGY CODE

MARKET ENTRY - OVERVIEW



**RETAIL
ENERGY
CODE**



MARKET ENTRY - ACCESSION

- A number of REC Parties will have already acceded to the REC as part of the process run by Ofgem when the REC first went live.
- We are now going through the parties that are still to accede including the MEMs.
- Every party will have an OAM assigned to them to help through the process.



MARKET ENTRY – REC ACCESSION

- If you are a new party looking to accede to the REC after September 1st go live you can do so via the REC Portal.
- There you will find the digital forms that are received by the OAM and checked that you are eligible to become a REC Party.
- Once they are signed you become a REC Party.
- Look out for the detail in User Guides we will publish before go live.

QUESTION:

WHO NEEDS TO ACCEDE?

ANSWER:

- The REC requires all licensed energy suppliers, gas transporters, electricity network operators, meter equipment managers and the DCC to accede.
- Accession needs to be completed for each registered company associated with your activities. Your accession application will require you to define the market roles applicable to each registered company.

QUESTION:

I AM A MEM, WHEN CAN I ACCEDE?

ANSWER:

- MEM accession will be mandated with the designation of REC V2, however MEM parties are able to accede prior to this date should they wish.
- Contact the OAM team to understand what to do.

QUESTION:

HOW DO I ACCEDE?

ANSWER:

- If you have not acceded, and need to before 1st September, an Accession application form is available from the code manager OAM team enquiries@recmanager.co.uk

QUESTION:

IS ACCESSION DIFFERENT TO MARKET ENTRY?

ANSWER:

- Yes, accession is separate to market entry. Accession allows you to become a REC Party but accession alone does not give you the ability to operate in the retail energy market.
- If you are currently operating in the energy market and are signatory to an existing code such as the MRA/SPAA or a relevant MEM code (e.g. MOCOPA) you will not need to undergo market entry, providing you accede to the REC before 1st September 2021.

QUESTION:

MY COMPANY HAS ACCEDED BUT I NEED TO ADD AN ADDITIONAL MARKET ROLE, HOW DO I DO THIS?

ANSWER:

- It is possible to add an additional market role to your existing accession agreement, you will need to provide detail of the change to your OAM, who will arrange this for you.

**RETAIL
ENERGY
CODE**



**MARKET ENTRY – BUSINESS SOLUTIONS ASSESSMENT
& INTERNAL TESTING**

Business Solution Assessment

- The Business Solution Assessment focuses on whether you have the processes, technology, people and other resources in place to discharge your responsibilities under the REC.
- This should be proportionate to your Market Role and the scale of your operations, so applicants to be Suppliers who intend on taking on large numbers of customers will be expected to have sophisticated operations, whereas a small iDNO could have a simpler solution.
- Applicants produce a self assessment, which is then assessed by the Code Manager. Any clarifications, finding or observations raised by the Code Manager can be responded to in the REC Portal.

Internal Testing

- Applicants need to demonstrate that their systems and processes can operate in the market. To do this they need to provide evidence of the testing planned and undertaken. A set of reference scenarios is available to support applicants.
- The Code Manager will assess whether the scope of testing reflects the intended role in the market and how effective testing processes are. Any clarifications, finding or observations raised by the Code Manager can be responded to in the REC Portal.

**RETAIL
ENERGY
CODE**



MARKET ENTRY – EXTERNAL TESTING

- The purpose of External Testing is to prove the Market Entry applicant's ability to connect and interact with the DTN across a designated set of Market Scenarios relevant to their business and participant type.
- The External Testing Story Boards will be represented in the EMAR Test Management solution as several standing Test plans, test cases and test scripts. When the External Testing plan is agreed, these generic plans can be used as templates to setup specific artifacts for each applicant.
- The Code Manager will appoint a lead analyst who will manage the external testing with the applicant, all testing will be overseen and testing reports reviewed verified by the Code Manager's lead
- The Code Manager will engage with the Applicant and discuss the:
 - Overall External Testing approach and process
 - Confirmation that the entry criteria and readiness can be met to the required timescales and expectations
 - Any exemptions of derogations relating to storyboards / scenarios the participant may claim.

- The lead analyst will conduct the testing in accordance with the planned storyboard scenarios by:
 - Updating the test data with updates to applicants MPID's
 - Sending DTN messages from the REC DTN end point
 - Receive Corresponding messages from the applicant to the respective DTN end point
- The lead analyst reviews the test results and determines compliance of the test execution according to expected results. Failure of a test can result in:
 - Findings – When there is a failure to demonstrate compliance with obligation / assessment principle
 - Observations – Isolated instance to follow a REC procedure or compliance with REC Entry Assessment baseline.
- Any such Issues will be documented in the REC Portal and fed back to the applicant for consideration. The default position is that all tests should be successfully concluded, and outstanding issues will be raised by the Code Manager with the applicant.
- The Code Manager will document the findings of the testing, including any observations and agreed actions with the applicant in the REC Portal.

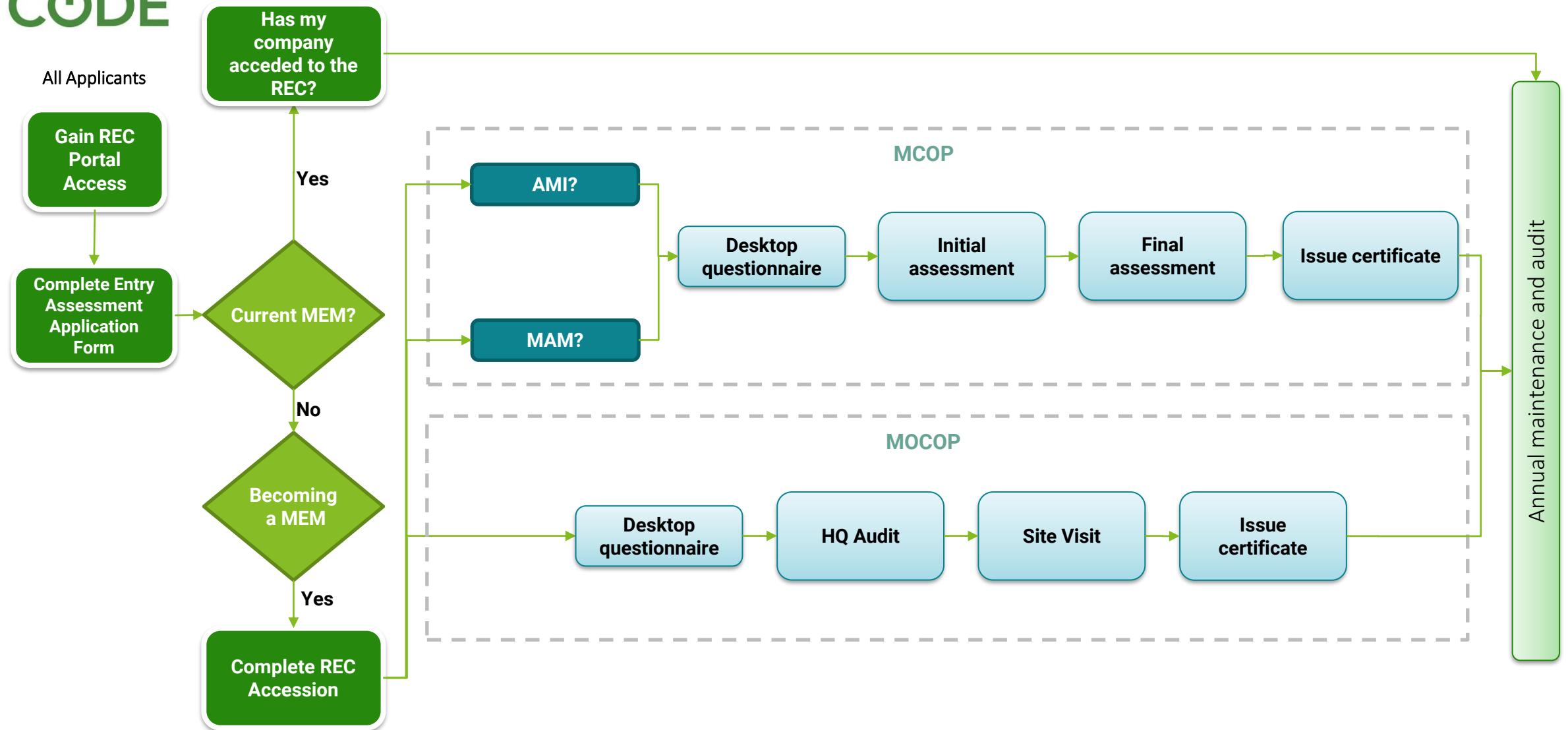
RETAIL ENERGY CODE



MARKET ENTRY – MEMS

RETAIL ENERGY CODE

ACCREDITATIONS – MEMS



RETAIL ENERGY CODE

MARKET ENTRY – PRE-REQUISITES

REC Party Pre-Conditions to Qualification	Energy Supplier	DNO	Gas Transporter	MEM
Obtained accreditation in accordance with the [Metering Accreditation Schedule]				Y
Acceded to the Energy Codes to which they are required to accede by their Energy Licence (see 5.10 for codes reference)	Y	Y	Y	
Established a valid Market Participant ID (the arrangements for which are specified in the UNC or BSC, as applicable)	Y	Y	Y	Y
Have become a User under the Smart Energy Code	Y	Y		
Have become a Gas and/or Electricity Enquiry Service User in accordance with the Data Access Schedule (see table below for steps)	Y	Y		Optional
Have become a CSS User and Switching Operator Service User in accordance with the CSS Onboarding Schedule and Service Management Schedule respectively	Y*	Y*		Optional*
Have become an Energy Theft Tip Off Service User in accordance with the Theft Reduction Schedule	Y	Y	Y	
Have become a Secure Data Exchange Portal User in accordance with the Secure Data Exchange Schedule	Y**	Y		Optional
Completed accession to the Data Transfer Service Agreement and having a Data Transfer Network gateway	Y**	Y		
Have become a REC Portal User and providing the required operational contact details as specified by the Code Manager	Y	Y	Y	Y
Hold the Energy Licence relevant to their Market Role	Y	Y	Y	

* - only applicable post CSS go-live

** - not a requirement for Non-Domestic Gas Suppliers

Non-Party REC Service User Application Criteria	CSS User *	GES / EES **
Completed Information Security and Data Protection Assessment	Y	Y
Completed identity validation		Y
Confirmed that the applicant meets the characteristics expected for the requested EES User Category		Y
Confirmation that the Data Items to which access is requested are consistent with those permitted in the Data Access Matrix		Y
Established the required public and private keys to enable secure messaging	Y	
Established the required webhooks for CSS message routing	Y	
Completion of CSS testing	Y	
Have become a REC Portal User and provided the required operational contact details as specified by the Code Manager	Y	Y
Switching Portal User	Y	
Signed an Access Agreement (only once ISDP has been completed)	Y	Y

* - Only applicable post CSS go-live. CSS Users are categorised as follows: (a) Energy Suppliers; (b) Electricity Retail Data Agents; (c) the Gas Retail Data Agent; (d) Metering Equipment Managers; (e) Data Aggregators; (f) Data Collectors; (g) Meter Asset Providers; (h) Gas Shippers; (i) CSS Interface Providers; (j) the Electricity Enquiry Service Provider; (k) the Gas Enquiry Service Provider; (l) the Code Manager; (m) the BSCCo; (n) the Smart Meter Data Service Provider; and (o) the Enduring Change of Supplier Provider.

** - GES / EES Users are categorised as follows: Electricity Supplier, Gas Supplier, Distribution Network Operator, Gas Transporter, Metering Equipment Manager, Gas Shipper, Meter Asset Providers, Data Aggregators, Data Collectors, Third Party Intermediaries, REC Code Managers, Non-Domestic Consumers, Energy Theft Tip Off Service Provider, Non REC-Code Managers, Citizens Advice/ Citizens Advice Scotland, Non-Domestic Consumer, Local Authorities, Department for Work and Pensions, HM Revenue and Customs, Police, The Revenue Protection Association

**RETAIL
ENERGY
CODE**

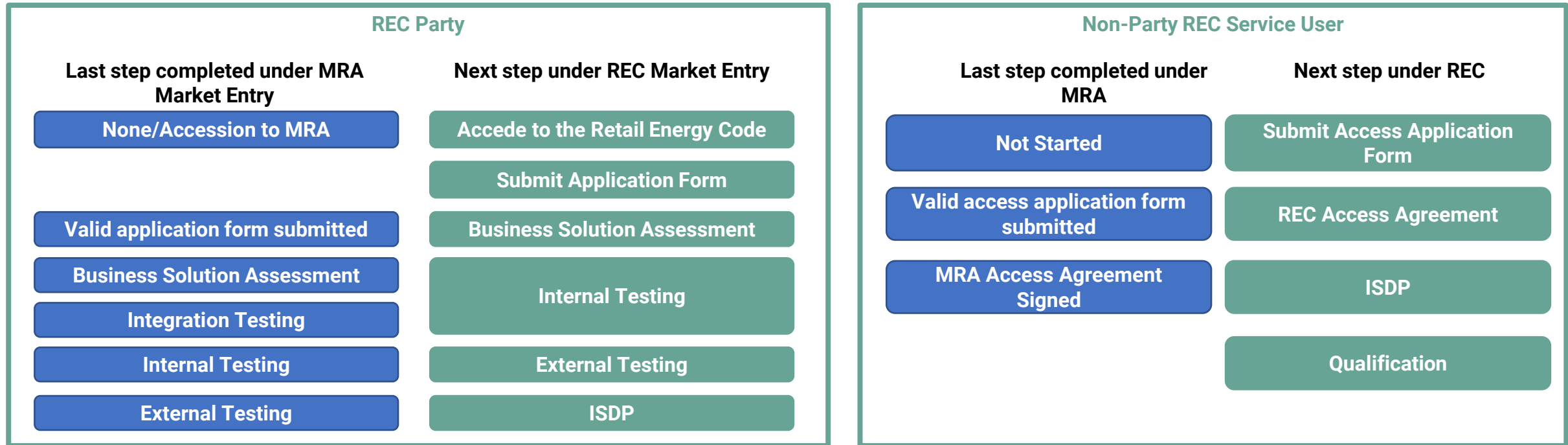


MARKET ENTRY – ADDITIONAL QUESTIONS

RETAIL
ENERGY
CODE



IN-FLIGHT MARKET ENTRY



- The intent of transition is to keep the process going and reduce as much as possible any delays in market entry/qualification due to REC go-live on 1 September.
- All REC Parties and Non-Party REC Service Users will need to complete ISDP assessment and applicable pre-requisites either prior to completing Market Entry/Qualification.
- ISDP will be required from all REC Parties and Non-Party REC Service Users as part of the annual maintenance process.

- All existing accreditations that have been granted as of 1st September will be recognised under the REC arrangements as valid accreditations.
- Technical standards within each CoP will remain unchanged, however the governance arrangements that oversee the administration of each CoP will be transferred to the REC.
- Across all CoPs, the REC Performance Assurance Board (PAB) will become the oversight body, receiving updates around the status of applications and acting as the point of escalation for non-compliances.
- Non-compliances identified pre 1st September that are subject to corrective action plans will be reported to the REC Code Manager, who will work with scheme auditors to understand whether these should be escalated to the PAB.
- Site audit processes will remain the same, with site audit teams engaging with MEMs to agree specific dates for MOCOP and an annual schedule for MCOP being produced in November for all AMIs and MAMs.
- ASPCOP will remain a voluntary CoP under the REC arrangements, with the audit processes remaining the same.
- SMICOP will be replaced with the Smart Metering Installation Schedule (SMIS) – the audit requirements and submission of customer survey data will remain largely the same



IN-FLIGHT MARKET ENTRY – ADDITIONAL QUESTIONS

AGENDA

- **Welcome and Overview to Session (10:30)**
- **Market Entry**
 - Overview to the End to End Process
 - Accession
 - BSA and Internal Testing
 - External Testing
 - MEMs Market Entry
 - Questions
- **In-Flight Market Entry**
 - Overview to In-Flight Market Entry
 - Questions
- **Break until 11:30**
- **Annual Maintenance (11:30)**
 - Overview to the maintenance process
 - Information Security and Data Protection
 - Questions
- **Summary & Wrap Up**

RETAIL
ENERGY
CODE

- THIS WEBINAR IS BEING RECORDED
- WE WILL START THE ANNUAL MAINTENANCE SESSION AT 11:30 (THIS IS TO ALLOW ADDITIONAL ATTENDEES TO JOIN)
- PLEASE SUBMIT QUESTIONS VIA THE Q&A BOX
- THE SLIDES AND WEBINAR RECORDING WILL BE SHARED

RETAIL
ENERGY
CODE

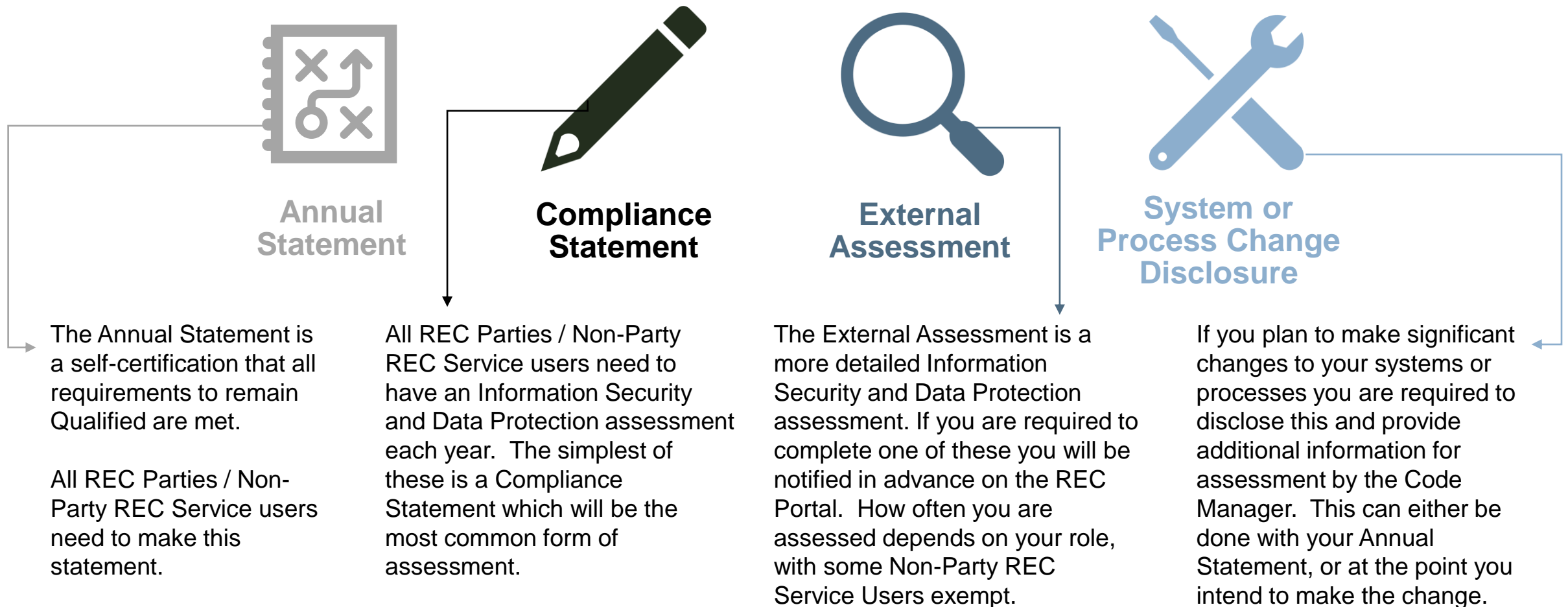


ANNUAL MAINTENANCE

RETAIL ENERGY CODE

ANNUAL MAINTENANCE – OVERVIEW

- All REC Parties and Non-Party Rec Service Users need to maintain their qualification each year. This can involve one of or more of the following four types of statement:





ANNUAL MAINTENANCE – OVERVIEW

- At the start of the reporting year (September) the Code Manager will set out the schedule for the annual cycle of maintenance of qualification.
- All REC Parties or Non-Party REC Service Users will be notified, via the REC Portal, of the date they are required to submit their Annual Statement, or other information that needs to be submitted for the Compliance Statement or External Assessment.
- REC Parties and Non-Party REC Service Users will also get a reminder (via the REC Portal) 30 days before the submission due date.

- To avoid intrusion during the period immediately after REC go-live, we will not request any Maintenance of Qualification within the first two months of REC operation. We will therefore spread the schedule of qualification of Parties and Non-Party Service Users from month three onwards during the first year. The diagram on the following slide sets out this process.
- Throughout the annual maintenance process Parties and Non-Party Service Users will be able to directly contact the Code Manager, via the REC Portal, to support them with the process, for example if they have questions about the annual statement that they wish to check prior to submission.

**Prior to September
go-live**

**Parties are selected
for their annual
maintenance and
notified, via the REC
Portal, when this
will be.**

**First 2 months after
go-live**

**No annual
maintenance of
qualification is
requested.**

Month 3

**10% of Parties
complete their
annual maintenance
of qualification.**

Months 3 – 12

**Parties continue to
complete their
maintenance of
qualification each
month in line with
the schedule.**

**RETAIL
ENERGY
CODE**

ANNUAL MAINTENANCE – ADDITIONAL QUESTIONS

RETAIL ENERGY CODE



SUMMARY & WRAP UP

SUMMARY & WRAP UP

What we have covered

- Market Entry
- Transition
- Annual Maintenance
- Key questions that have been received during the session or previously sent in
- When you leave this event a survey should pop up. It would be great if you could complete this so we can plan for future events

Next steps

- These slides and the webinar recording will be shared
- The FAQs will be updated on the RECCo website with any additional questions asked during this session

RETAIL ENERGY CODE

- THIS WEBINAR IS BEING RECORDED
- PLEASE COMPLETE THE SURVEY AFTER YOU LEAVE THE SESSION
 - OVERALL, HOW WOULD YOU RATE THE EVENT?
 - WHAT TYPE OF EVENTS, IF ANY, WOULD YOU LIKE TO SEE IN THE FUTURE?
 - DO YOU HAVE ANY OTHER COMMENTS OR QUESTIONS THAT YOU WOULD LIKE TO RAISE?
- THE SLIDES AND WEBINAR RECORDING WILL BE SHARED