

MPAN ALLOCATION PROCESS FOR INDEPENDENT CONNECTIONS PROVIDERS

Northern Powergrid is the electricity distribution network operator (DNO) for the Northeast, Yorkshire and parts of northern Lincolnshire, operating through its two licensed subsidiaries, Northern Powergrid (Northeast) Ltd (“Northeast”) and Northern Powergrid (Yorkshire) plc (“Yorkshire”).

The purpose of this document is to provide important information to ICPs in relation to the provision of the metering point administration number (MPAN) following an initial request to make a connection to our network. The provision of the MPAN is one of a number of input services that are referred to in Ofgem’s Approved Competition in Connection Code of Practice.

What is an MPAN?

The MPAN is a 13-digit unique identifier used as a reference by authorised parties such as electricity suppliers and meter operators who want to connect assets to our network.

A key feature of the MPAN is its use in trading energy that has been used or generated: this energy is also known as settlement data. This is particularly relevant to the national settlement of energy processes as outlined in the Balancing and Settlement Code of Practice (BSCP) 5151 and administered by Elexon and the Master Registration Agreement (MRA)² administered by Gemserv. It is also key in a number of other areas such as invoicing electricity suppliers and reporting to Ofgem.

An MPAN is also used in the registration process that confirms which supplier will be responsible for the electricity to the premises concerned and for installing the metering equipment on site. To enable quick identification of the geographical locations to which individual MPANs relate, each DNO’s distribution services area (DSA) can be identified by the first two digits of the core MPAN. The MPAN prefixes for Northern Powergrid’s distribution service areas are shown in the table below:

Distribution services area	MPAN format
Northeast	15 xxxx xxxx xxx
Yorkshire	23 xxxx xxxx xxx

The MPAN is also shown on energy bills and is often described as the ‘bottom line’ of the supply number. The full supply number also includes a ‘top line’ of key information for both the DNO and electricity suppliers, providing codes to identify:

- a customer’s profile, known as the profile class (PC);
- switching times for meters, known as the meter timeswitch code (MTC); and
- The tariff being applied to the site, known as the line loss factor class (LLFC). This is used by the DNO in its calculation of charges to the electricity supplier for use of the electricity network.

¹ https://www.elexon.co.uk/wp-content/uploads/2013/11/bscp515_v12.0.pdf

² <http://www.mrasco.com/mra-products/master-registration-agreement>

The PC and MTC are provided by the registered electricity supplier, whereas the LLFC is assigned by the DNO. Below is an example of a full supply number for the Yorkshire network, in the format in which it is usually displayed on suppliers' energy bills to their customers. The start of the MPAN is circled.

S	01	801	001
23	1234	5678	901

Process for the allocation of an MPAN

In order for an MPAN to be created and subsequently released for use, there are a number of steps to go through and at the time of contacting the Competition in Connections team. SLC15 MPAN requests are part of the Point Of Connection Call Off process which includes the completion of a call off form and 'as-intended plan'.

Information we need from you to complete the call off process

- I. site address, including plot/unit number;
- II. the type of connection being made (this could be low voltage (LV) or high-voltage (HV));
- III. the date the connection to our electricity network needs to be completed;
- IV. confirm if the ICP is requesting a time limit to the connection i.e. 10 working days for LV or 20 working days for HV. If there is a time limit, obligations under standard license condition 15 will be invoked;
- V. whether the jointing work to be undertaken is to be carried out whilst the supply is 'live' or 'dead'; and
- VI. who will be responsible for carrying out the jointing work.

How long will it take to get an MPAN?

The process of providing the MPAN usually takes 2 working days from the initial request being received and processed.


When should I request an MPAN?

The MPAN should not be requested any later than 6-8 weeks ahead of the connection date. There are two main reasons for this, the first is down to the lead time and set-up for programming connections work and the second is to control the number of MPANs being released en-mass. This is to avoid MPANs being requested and not being used which overburdens the process and could lead to the wrong MPANs being registered by the electricity suppliers. Once all of the details have been correctly recorded the MPAN Generation team issues a letter to the ICP confirming the address/site details and the MPAN.

Who do I need to contact?

If there are any issues with the receipt of this correspondence, both the Competition in Connections team and the MPAN Generation team can be contacted via the following:

Competition in Connections team

 (0113) 241 5245; or

 cinc.connections@nothernpowergrid.com

MPAN Generation team

 0800 028 2018 (select option 4 then option 2)

 NCAS@nothernpowergrid.com

It's important to note that, we will only provide an MPAN where we are adopting the newly connected assets. If the ICP is working on behalf of an independent network operator (IDNO) then the IDNO will have to provide an MPAN associated with their electricity network.

Once the MPAN is created it automatically populates other systems such as the meter point registration system (MPRS) – all DNOs use this system. In addition an online system called the electricity central online enquiry system (ECOES) allows electricity suppliers and other market participants to obtain the MPAN and associated address and electricity supply data.

Once the MPAN is populated in MPRS the nominated electricity supplier can issue a notification to register the supply, which will show in the ECOES the next working day.

If you have any questions relating to the content of this guidance please do not hesitate to contact us using the contact details above.