



Meter By-Pass End to End Process Overview

12th January 2021 PAC Meeting

Meter By-Pass - End to End Process Overview

- **PAC Action 1205:** Xoserve to look at the end-to-end process for a meter by-pass and provide an overview
- Industry requirements relating to meter by-pass are covered in the following documents:
 - Uniform Network Code (UNC) Section M (2.3 & 2.4)
 - Energy Networks Association (ENA) GDN/PM/GT2

Action 1205: UNC Key Points

The key UNC requirements for meter by-pass are:

- M2.3: Interference with meters and meter by-pass utilisation
 - Shipper must take reasonable steps to ensure no person improperly utilises a meter by-pass other than permitted by GDN/PM/GT2 (see next slides)
 - Shipper must promptly report any evidence of improper meter by-pass utilisation to Transporter
- M2.4: Meter by-pass
 - When a meter by-pass is installed, shipper to notify CDSP “as soon as reasonably practicable” (i.e. via ONJOB)
 - When a by-pass is ‘Closed’, shipper to notify CDSP of the status change “within 2 Supply Point Systems Business Days” (i.e. via ONUPD)
 - When a by-pass is ‘Closed’, Shipper to notify CDSP of Consumption Adjustment, where estimate is 10,000 kWh or greater, “within 15 Supply Point Systems Business Days” (i.e. via RFA query)
 - Shipper to ensure that a closed by-pass is “resealed promptly”.

Action 1205: GDN/PM/GT2 Key Points (1 of 2)

Provision of a meter by-pass

- A by-pass should only be considered for the following types of premises:
 - Hospitals or hospice
 - Institutionalised accommodation (e.g. homes for the elderly, schools, and prisons)
 - Large or complex plant supporting continuous processes (e.g. agricultural, baking processes)
- And at meter installations connected to:
 - Exceptionally complex pipework and gas consuming plant
 - Multi-occupied premises (e.g. a single meter installation serving a block of flats)

GT Authorisation

- Where the Gas Supplier has identified the need for a by-pass, the MAM shall:
 - Submit a written request to the GT including justification for the by-pass by using the form in Appendix F)
 - Not install the by-pass until the approved form has been returned

Action 1205: GDN/PM/GT2 Key Points (2 of 2)

Removal of existing meter by-pass

- A meter by-pass shall only be removed at the GT or the Gas Act owner's discretion. Consideration should be given to removing the by-pass under the following conditions:
 - It is suspected that the by-pass has been misused in any way
 - The by-pass has been installed without the GT's Authorisation
 - Where circumstances have changed and no longer meet the criteria for provision of a by-pass

Sealing of by-pass valves and equipment

- In order to minimise the opportunity for gas to flow undetected through the by-pass and to protect the system and consumers, the MAM shall ensure it is sealed with the relevant OAMI seal and in accordance with IGE/GM/8 such that the operation of the by-pass valve is evident

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