Electricity Information Exchange Protocols (EIEP)

EIEP9: ICP physical address change notification
Non-regulated

Effective from 1 October 2019

Version control

Version	Date amended	EIEP Ref	Comments
10	27 November 2013	EIEP9	Sender format field decreased from 50 to 20 characters.
10.1 draft	30 June 2017	EIEP9	Minor amendments
11	2 October 2018	EIEP9	Change name to 'ICP physical address change notification'

Version control

Contents

1   EIEP9: ICP physical address change notification

Title:	EIEP9: ICP physical address change notification
Version:	11
Application:	Where agreed, this protocol allows: a) traders to notify distributors of changes to the ICP physical address of installations b) distributors to review the information and make changes to their connection database and registry if appropriate.
Participants:	Trader/Distributor
Code reference:	
Dependencies:	The use of system agreement between the distributor and the trader may also set out requirements relating to the information that must be provided in this file that the distributor or the trader must comply with. Address information must also comply with registry requirements.

Description of when this protocol applies
This protocol is used by traders to notify distributors of changes to an ICP's physical address. The expectation is that the distributor will review the information in their connection database and on the registry and make any necessary changes.

Business requirements
1. The distributor and each trader must agree on the file transport mechanism by which the trader or distributor will provide information and the destination address. Non-manual interfaces use electronic file transfer either via File Transfer Protocol (FTP) or Secure File Transfer Protocol (SFTP) connectivity. In the case of FTP a security mechanism must be used to protect confidentiality. Whatever method is agreed that method must be in a format approved and published by the Authority. 2. Where information is required to be transferred using email, the contents must be delivered in a secure manner and password protected. 3. This protocol will be used in the timeframes when required as agreed between parties. 4. An agent may provide data on behalf of the trader, in which case the header will identify the relevant parties. The appointment of an agent must be a permission function of the responsible reconciliation participant and receiving participants must allow for agents in their systems. 5. Only codes that are stipulated in this document, or are Electricity Authority approved published codes, or are codes determined in the registry and reconciliation functional specifications are to be used 6. Information provided in the file will be consistent with the terminology used in the Glossary of Standard Terms published by the Authority. 7. All address fields should be populated in the file if information is available irrespective as to whether the contents of the field have changed. 8. The file must contain all mandatory information, failure to provide the required information will result in the file being deemed as incomplete.

Business requirements

9. Information is to be provided in accordance with the following status codes unless otherwise specified:
 	
    O   Optional
    M   Mandatory
    C   Conditional - Mandatory if available, otherwise Null (also refer to validation rules)
 	
10. To assist in understanding where these apply when files can be communicated both ways between participants, the relevant status code is given in the assigned column either Trader to Distributor or Distributor to Trader.

General requirements

1. If there are any conflicts between this document and the Code, the Code will take precedence.
 	
2. In general, all participants must provide the recipient with:
 	
  (a) accurate information for all points of connection at which they are responsible for the current consumption period
 	
  (b) when available, revised information for all points of connection at which they have purchased or sold electricity during any previous consumption period
 	
  (c) any additional information requested in respect of any consumption period.
 	
3. A number of data transfers are required between participants in order for the EIEP process to take place. These data flows if not previously agreed between participants are to be those recommended by the Authority. At all times data transfers must take place in a secure and predictable manner.
 	
4. It is the responsibility of the parties to meet the principles of the Privacy Act when exchanging customer information.

Data inputs

Event data	Format	Trader to Distributor: Mandatory/Optional/Conditional		Validation rules
Header record type	Char 3	M		HDR – indicates the row is a header record type
File type	Char 7	M		Customer Address Change - ADDRS
Version of EIEP	Num 3.1	M		Version of EIEP protocol that is being used for this file.
Sender	Char 20	M		Name of sending party. Participant identifier to be used if the sender is a participant.

Event data	Format	Trader to Distributor: Mandatory/Optional/Conditional		Validation rules
Sent on behalf of participant identifier	Char 4	M		Participant identifier of party on whose behalf consumption data is provided. Mandatory if sender not a participant
Recipient identifier	Char 4	M		Valid recipient participant identifier
Report run date	DD/MM/YYYY	M		Date the report is run
Report run time	HH:MM:SS	M		Time the report is run
Unique file identifier	Char 15	M		Number that uniquely identifies the file.
Number of detail records	Num 8	M		Total number of DET records in report
Utility type	Char 1	M		Type of energy supply; G = Gas or E = Electricity

Event data	Format	Trader to Distributor: Mandatory/Optional/Conditional		Validation rules
Detail record type	Char 3	M		DET – indicates the row is a detail record.
ICP identifier	Char 15	M		ICP identifier means a unique identifier for an ICP created by a distributor in accordance with clause 1 of Schedule 11.1
Name	Char 50	O		Customer name concatenated into one field. Can be Null
Physical address unit	Char 20	C		Sub dwelling number; Level of sub dwelling

Event data	Format	Trader to Distributor: Mandatory/Optional/Conditional		Validation rules
Physical address number	Char 25	C		RAPID Number, Street Number, Dairy Number; issued by government agency or local government authority that identifies a point or location on a street
Physical address street	Char 30	C		Official road name issued by government agency or local government authority.
Physical address suburb	Char 30	C		a bounded locality within a city, town or shire principally of urban character and usually with a focus of a shopping centre, schools or transport facility.
Physical address town	Char 30	C		an officially recognised and named population centre, defined within a geographic boundary.
Physical address region	Char 20	C		The regions are based on phone book areas that are generally known by callers. (ref registry functional specs for list)
Physical address post code	Char 30	C		The post code assigned by NZ post (zip code if outside NZ).
Physical address property name	Char 75	C		name given to the property or building by the owner or party with legal naming rights.
Phone number other	Char 15	O		Phone number where customer can be contacted. Can be Null
Reason for change	Char 50	O		Reason for address change (Customer Advice, Meter Reader, etc) Can be Null

Protocol specifications
1. The information is to be provided as a comma delimited text file. Commas are therefore prohibited within fields.
2. Each formatted file will consist of one or more records, with each record being a single line of text as defined in the business rules. Records are to be delimited with one of the following: (a) a carriage return character and a line feed character combination (ASCII characters 13 and 10) commonly used in Windows based programs, or   (b) a line feed character (ASCII character 10) commonly used in Unix based programs, or   (c) a carriage return character (ASCII character 13) commonly used in Mac based programs.
3. Data fields within files are defined using the attributes in the table following these specifications.
4. Matching of file names, code list values, etc, are to be case insensitive.
5. Each data file will contain only one header but may contain any number of detail records.
6. The first record of a file contains 'Header" information followed by zero or more detail lines.
7. The following file naming convention is to be used with this file: Sender + Utility Type + Recipient + File Type + Report Month + Report Run Date + UniqueID# (e.g. hhmm run time, or ICP but limited to Char (60)) with an extension of .TXT and with the components concatenated using the underscore character, to assist readability.   e.g. TRUS_E_UNET_ADDRS_200007_20000802_1232.TXT   [Char4_Char1_Char4_ Char7_yyyymm_yyyymmdd_UniqueID.TXT]

Data outputs

2 Table of codes used in EIEP9

2.1 Table 1 List of attributes to define data fields used in EIEP9

Logical format	Data type	Rules	Example
INT (n)	Integer	ASCII representation of an integer number (ie no decimals), no leading zeros, no spaces, a leading "-" if negative (no sign if positive), with 1 to n digits. Numbers only: ASCII characters 48 to 57, and 45 where applicable.	INT (4) 12 -1234
NUM (n.d)	Decimal	ASCII representation of a decimal number (ie a rational number), no spaces, a leading "-" if negative (no sign if positive), with up n digits including up to (n minus d) digits to the left of the decimal place, and up to d digits to the right of the decimal place. For integers, the decimal point is not required. A decimal point on its own must not be used to	NUM (6.2) 123.45 1234.0 -12.32 NUM (6.3) -0.123 23.987 987.000 8

Logical format	Data type	Rules	Example
		represent zero (use "0") Trailing zeros are optional. No leading zeros other than when the number starts with "0." Numbers only: ASCII characters 48 to 57, and 45/46 where applicable.	
CHAR (n)	INT (n)	Up to n characters (ASCII characters 32 to 43 and 45 to 126 only). As commas (ASCII character 44) are used as field separators, they must not be used within the field data (it is recommended that any commas found in source data be changed to a semi-colon (ASCII character 59) when files are created. Where customer names require separation, a tilde character (~) should be used. Fields must not contain any leading or trailing spaces.	The quick brown fox
DATE	Date	ASCII format with: Year represented as: — YYYY for century and year Month represented as: — MM to display leading zero Day represented as — DD to display leading zero ASCII format for any separators used	YYYYMMDD e.g. 20050216 DD/MM/YYYY e.g. 16/02/2005
TIME	Time	ASCII in 24 hour format Hour represented as HH with leading zeros Minutes represented as MM with leading zeros Seconds represented as SS with leading zeros ASCII format for any separators used Note: both NZST and NZDT will be used and will be indicated as necessary	HH:MM:SS e.g. 13:15:01 HH:MM e.g. 13:15
DATETIME	Date/Time	ASCII format with same rules as both Date and Time Data Types	YYYYMMDDHHMMSS e.g. 20050216131501
NULL	Null	Field contains no data	

2.2   Table 2 ASCII character set for use within fields of EIEP9

Character	ASCII	Character	ASCII	Character	ASCII
32	Space	64	@	97	a
33	!	65	A	98	b
34	"	66	B	99	c
35	#	67	C	100	d
36	$	68	D	101	e
37	%	69	E	102	f
38	&	70	F	103	g
39	'	71	G	104	h
40	(	72	H	105	i
41	)	73	I	106	j
42	*	74	J	107	k
43	+	75	K	108	l
		76	L	109	m
45	-	77	M	110	n
46	.	78	N	111	o
		79	O	112	p
47	/	80	P	113	q
48	0	81	Q	114	r
49	1	82	R	115	s
50	2	83	S	116	t
51	3	84	T	117	u
52	4	85	U	118	v
53	5	86	V	119	w
54	6	87	W	120	x
55	7	88	X	121	y
56	8	89	Y	122	z
57	9	90	Z	123	{
58	:	91	[	124	|
59	;	92	\	125	}
60	<	93	]	126	~

Character	ASCII	Character	ASCII	Character	ASCII
61	=	94	^		
62	>	95	_		
63	?	96	`		