

BUSINESS PROCESSES – CONSUMPTION HISTORY

This document describes the detailed business processes for requesting customers' consumption history data in the State of New York. In developing these business processes, the content of the following documents was considered:

- June 30, 1999 Report of the New York EDI Collaborative
- Case 98-M-1343 and Case 98-M-0667, Order Modifying Electronic Data Interchange (EDI) Standards and Uniform Business Practices, issued and effective May 19, 2006
- NY EDI TS814 Enrollment Request and Response Standard v. 2.0
- Order Taking Actions to Improve the Residential and Small Nonresidential Retail Access Markets, issued and effective February 25, 2014 in Case 12-M-0476 et.al.

NOTES:

- Any item displayed under a Process component, i.e. rules; etc. is also applicable for its sub-processes, unless otherwise noted.
- All Customer information is considered confidential and customers may request that the Utility block the release of data to all ESCOs.
- A separate Consumption History Request must be received for each commodity, (i.e. electric or gas).
- For purposes of validating initial and subsequent EDI transactions, the ESCO must provide the customer's utility account number (with check digit, if included). If the utility account number is not sent, the drop request will be rejected
- 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
 - [CWG] = Collaborative Work Group or Case 12-M-0476 EDI Working Groups¹

¹ The processes contained herein were reviewed and updated by the Case 12-M-0476 EDI Working Groups.

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- [CWG][UBP (insert paragraph cite)] = Collaborative Work Group clarification, interpretation, comment or recommended modification of the Practices to accommodate Electronic Data Interchange. The following abbreviations are used for UBP Section references:
- | | |
|--------|--|
| – DEF | Section 1 Definitions |
| – ELIG | Section 2 Eligibility Requirements |
| – CRED | Section 3 Creditworthiness |
| – CI | Section 4 Customer Information |
| – CSP | Section 5 Changes in Service Providers |
| – CINQ | Section 6 Customer Inquiries |
| – UI | Section 7 Utility Invoices |
| – DISP | Section 8 Disputes Involving Distribution Utilities, ESCOs or Direct Customers |
| – B&PP | Section 9 Billing and Payment Processing |
- Although transactions may be sent to Utilities at any time, they will only be processed during Utility normal business days and hours. Utilities are expected to respond to historical usage requests within two business days. For example, if the required response time is two business days and a Utility receives a valid historical usage request at its Web server at 3:00 AM on Day 1, the Utility must respond by the close of business on Day 2. If the request were received at 8:00 PM on Day 1, the Utility would respond by the close of business on Day 3.
 - The response to a successful request for Consumption History will be an 814 Accept Response transaction and an 867 with consumption history as available from the utility, or, for off system accounts, data will be made available in a non-EDI format. An accepted Request for Consumption History will result in one of the following:
 - For electric - 12 months (or 24 months) of a customer's historic consumption or consumption for the life of the account
 - For Gas - 12 months (or 24 months) of a customer's historic consumption or consumption for the life of the account
 - For Gas - Gas profile data for a 12 month period
 - When Historic Consumption requests are accepted, the Utility will indicate in its Response transaction whether the consumption data will be sent via EDI (ASI=WQ) or non-EDI (ASI=AC). (**NOTE:** Consumption history data on “Off-system” accounts will not be transmitted via EDI).
 - Within its Utility Maintained EDI Guide, a utility will identify a Standard Period, i.e. the standard number of months (12 or 24 months) it provides in response to a request for historic interval data and/or usage data (to the extent data is available for the customer). Arrangements for access to a customer’s historic interval data and/or usage data in excess of the Standard Period must be made directly with the applicable

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utility since this data may not be returned in a TS867 transaction. However, the most recent Standard Period of consumption history for electric customers whose usage is measured in intervals will be sent in summary form in a TS867 Consumption History/Gas Profile transaction.

- Where applicable, gas profiles may be updated periodically and may be made available in a non-EDI format on the Utilities' web site. Note that gas profile data is not available from all utilities.
- If applicable, the Comments section for each business process is used to clarify how EDI processing rules may affect specific uniform business practices.

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PROCESS NUMBER:	HU0
PROCESS NAME:	PROCESS CONSUMPTION HISTORY REQUEST -PARENT PROCESS
PROCESS DEFINITION:	The process by which an ESCO may request, and the Utility may provide, customers' consumption history data either independent of, or, in conjunction with, an Enrollment Request.
TRIGGER(S):	ESCO determines need for consumption history information.
ESTIMATED / PEAK TRANSACTION RATE:	See subprocesses.
PROCESS INPUTS:	Utility Information, ESCO Information, Customer Information, Service Information, Request Type (Historic Usage or Gas Profile). Refer to the Data Dictionary of the 814 Enrollment Request & Response and 814 Consumption History Request & Response for a detailed description of the process input data elements.
PROCESS OUTPUTS:	An accepted 814 HU Request will result in receipt of an 814 HU Response transaction and an 867 HU transaction containing consumption history for the most recent Standard Period (or the life of the account if shorter). Arrangements for interval data on electric accounts, consumption history for certain 'off system' accounts, and consumption history in excess of the Standard Period must be made directly with the applicable Utility. In these instances, the data will generally NOT be made available in EDI format. Response to Request May Include: Utility Information, ESCO Information, Customer Information, Service Information, & Response Type (history or profile). See the 814 Consumption History/Gas Profile Data Dictionary for details. <u>Negative Response to an 814 Request:</u>

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PROCESS NUMBER:	HU0
PROCESS NAME:	PROCESS CONSUMPTION HISTORY REQUEST -PARENT PROCESS
	<p>Appropriate rejection messages (see subprocesses for additional messages):</p> <ul style="list-style-type: none"> • Account # Not Valid. • Account Does Not Have Service Requested • Historical Usage not Released • Historical Usage not Available • Other <p>Consumption History/Gas Profile Data (provided in the 867 transaction): The following lists some of the data provided. See the data dictionary for the TS867 Consumption History/Gas Profile for more detail.</p> <ul style="list-style-type: none"> • Measurement period dates • Consumption (Mcf, Therms, kW, kWh, and RKVA, etc. as appropriate, including on- and off-peak or other recorded interval data as appropriate) • Service classification • Customer's current tax district(s) • Meter number(s) or POD Id numbers (where applicable) • Type of consumption [actual, estimated, billed (i.e., where utility tariff provides for minimum charges regardless of actual consumption below the minimum and the Utility does not retain the actual consumption data)]. • Gas Profile factors and estimated consumption for profile periods. <p><u>Negative Response to an 867 transaction:</u> The 867 transaction sent in response to an 814 Consumption History Request may be rejected (via an 824 transaction) for the following errors:</p>

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PROCESS NUMBER:	HU0
PROCESS NAME:	PROCESS CONSUMPTION HISTORY REQUEST -PARENT PROCESS
	<ul style="list-style-type: none"> • Utility Account Invalid or Not Found • Invalid Relationship (i.e. supplier did not request this customer's data) • Account Does Not Have Service Requested (transaction does not reflect the correct commodity type) • Duplicate Received • Other (must be accompanied by text explanation in an NTE segment)
SUB OR PRECEDING PROCESSES:	<p>HU1 – Process Consumption History Request Sent in Enrollment Transaction</p> <p>HU2 – Process Request for Historic Consumption Up to the Number of Months in the Standard Period</p> <p>HU3 – Process Request for Historic Consumption Beyond the Number of Months in the Standard Period</p> <p>HU4 – Process Request for Gas Profile</p>
PROCESS RULES:	<p>[UBP CI B.] <u>Customer Authorization Process.</u> The distribution utility or MDSP shall provide information about a specific customer requested by an ESCO authorized by the customer to receive the information.</p> <p>[UBP CI B.1.] An ESCO shall obtain customer authorization to request information, in accordance with the procedures in UBP Section 5, Changes in Service Providers, Attachments 1, 2, and 3. An ESCO shall inform its customers of the types of information to be obtained, to whom it will be given, how it will be used, and how long the authorizations will be valid. The authorization is valid for no longer than six months unless the sales agreement provides for a longer time.</p> <p>[UBP CI B.2.] A distribution utility and a MDSP shall assume that an ESCO obtained proper customer authorization if the ESCO is eligible to provide service and submits a valid information request.</p>

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PROCESS NUMBER:	HU0
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	<p>[UBP CI B.3.] An ESCO shall retain, for a minimum of two years, verifiable proof of authorization for each customer.</p> <p>[UBP CI B.4.] Upon request of a customer, a distribution utility and/or MDSP shall block access by ESCOs to information about the customer.</p> <p>[UBP CI C.1.a.] A distribution utility shall provide the information in the Billing Determinant Information Set upon acceptance of an ESCO's enrollment request and in the Customer Contact Information Set and the Credit Information Set, upon ESCO request.</p> <p>[UBP CI C.1.b.] The distribution utility or MDSP shall respond within two business days to valid requests for information as established in EDI transaction standards and within five business days to requests for data and information for which an EDI transaction standard is not available. The distribution utility or MDSP shall provide the reason for rejection of any valid information request.</p> <p>[UBP CI C.2.] <u>Customer Contact Information Set</u>. The distribution utility or MDSP, to the extent it possesses the information, shall provide, upon an ESCO request, consumption history for an electric account and consumption history and/or a gas profile for a gas account.</p> <p>[UBP CI C. 2.a.] Consumption history for an electric or gas account shall include:</p> <ol style="list-style-type: none"> 1. Customer's service address;

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PROCESS NUMBER:	HU0
PROCESS NAME:	PROCESS CONSUMPTION HISTORY REQUEST -PARENT PROCESS
	<p>2. Electric or gas account indicator;</p> <p>3. Sales tax district used by the distribution utility;</p> <p>4. Rate service class and subclass or rider by account and by meter, where applicable;</p> <p>5. Electric load profile reference category or code, if not based on service class;</p> <p>6. Usage type (e.g., kWh or therm), reporting period, and type of consumption (actual, estimated, or billed);</p> <p>7. 12 months, or the life of the account, whichever is less, of customer data via EDI and, upon separate request, an additional 12 months, or the life of the account, whichever is less, of customer data via EDI or an alternative system at the discretion of the distribution utility or MDSP, and, where applicable, demand information; ...;and</p> <p>8. Electronic interval data in summary form (billing determinants aggregated in the rating periods under a distribution utility's tariffs) via EDI, and if requested in detail, via an acceptable alternative electronic format.</p> <p>[UBP CI C.2.a.7.] ...if the customer has more than one meter associated with an account, the distribution utility or MDSP shall provide the applicable information, if available, for each meter.</p> <p>[UBP CI C. 2.] [Footnote 2] If a distribution utility or MDSP offer a gas profile and consumption history, an ESCO may choose either option. A distribution utility or MDSP shall make available, upon request, class average load profiles for electric customers.</p> <p>[UBP CI C. 2.a.] [Footnote 3] A distribution utility or MDSP, in addition to EDI transmittal, may provide Web based access to customer history information.</p> <p>[UBP CI 2.A.7.][Footnote 4] A distribution utility may provide data for a standard 24 months or life of the account, whichever is less, as part of its customer contract information set.</p> <p>[UBP CI C. 2.b.] A <u>gas profile</u> for a gas account shall include:</p>

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PROCESS NUMBER:	HU0
PROCESS NAME:	PROCESS CONSUMPTION HISTORY REQUEST -PARENT PROCESS
	<ol style="list-style-type: none"> 1. customer's service address; 2. gas account indicator; 3. sales tax district used by the distribution utility for billing; 4. .rate service class and subclass or rider, by account and by meter, where applicable; 5. date of gas profile; and 6. a weather normalized forecast of the customer's gas consumption for the most recent 12 months or life of the account, whichever is less, and the factors used to develop the forecast. <p>[UBP CI C.4.] <u>Credit Information Set</u>. The distribution utility or MDSP shall provide credit information for the most recent 24 months or life of the account, whichever is less, upon receipt of an ESCO's electronic or written affirmation that the customer provided authorization for release of the information to the ESCO. Credit information shall include number of times a late payment charge was assessed and incidents of service disconnection.</p> <p>[UBP CI E.] <u>Charges for Customer Information</u> No distribution utility or MDSP shall impose charges upon ESCOs or Direct Customers for provision of the information described in the [Customer Information] Section. The distribution utility may impose an incremental cost based fee, authorized in tariffs for an ESCO's request for customer data for a period in excess of 24 months or for detailed interval data per account for any length of time.</p> <p>[UBP CI F.] An ESCO, its employees, agents, and designees, are prohibited from selling, disclosing or providing any customer information obtained from a distribution utility or MDSP, in accordance with this Section, to others, including their affiliates, unless such sale, disclosure or provision is required to facilitate or maintain service to the customer or is specifically authorized by the customer or required by</p>

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PROCESS NUMBER:	HU0
PROCESS NAME:	PROCESS CONSUMPTION HISTORY REQUEST -PARENT PROCESS
	<p>legal authority. If such authorization is requested from the customer, the ESCO shall, prior to authorization, describe to the customer the information it intends to release and the recipient of the information.</p> <p>[CWG] The response to a request for electric historic interval data will NOT be processed using EDI.</p> <p>[CWG] The response to a request for historic usage for accounts which are generally billed off-line will NOT be processed using EDI.</p> <p>[CWG] Arrangements for access to a customer's historical interval data and/or usage data in excess of the Standard Period must be made directly with the applicable utility since this data may not be returned in a TS867 transaction. Although historical interval data will generally not be processed using EDI, the TS867HU will contain customer's interval data in summary form.</p> <p>[CWG] For gas, projected use profiles forecasting a 12-month schedule may be provided in place of 12 months of historical gas usage.</p> <p>[CWG] If the LIN05 = GP and the Utility does not support gas profiles, the Utility will return the default history data, for the account being enrolled, on an 867, i.e., up to the Standard Period of usage, or the life of the account. Likewise, if a Utility only supports the gas profile, they will only return a profile. In this case, if LIN05 = GP and the customer does not have sufficient history to develop a gas profile, the request will be rejected with a message indicating that a request for historic usage should be transmitted.</p> <p>[CWG] A request for consumption history may be processed either as a secondary request in an</p>

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PROCESS NAME:	PROCESS CONSUMPTION HISTORY REQUEST -PARENT PROCESS
	<p>Enrollment Request transaction, or as an individual request.</p> <p>[CWG] Requests for consumption history for the most recent Standard Period (or a 12 month profile) may be sent, and will be processed, via EDI. Requests for consumption history for periods in excess of the Standard Period period generally will NOT be processed via EDI.</p> <p>[CWG] There may be one commodity (electric or gas) for each Consumption History Request transaction.</p> <p>[CWG] Credit history data will NOT be processed using EDI.</p> <p>[CWG] Customers' Gas Profiles are periodically updated and these updates will be posted to the Utilities' web site (in a non-EDI format).</p>
COMMENTS:	

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PROCESS NUMBER:	HU1
PROCESS NAME:	PROCESS CONSUMPTION HISTORY REQUEST SENT IN ENROLLMENT TRANSACTION
PROCESS DEFINITION:	The process by which an ESCO requests and Utility provides consumption history at the time of enrollment.
TRIGGER(S):	See parent (HU0).
ESTIMATED / PEAK TRANSACTION RATE:	High volume.
PROCESS INPUTS:	See parent (HU0).
PROCESS OUTPUTS:	<p>Response to Consumption History Request:</p> <p><u>Positive Response:</u> See parent (HU0).</p> <p><u>Negative Response:</u> See parent (HU0).</p> <ul style="list-style-type: none"> • SSR Secondary request rejected. (When an Enrollment Request is rejected, all secondary requests contained in that transaction are also rejected; the SSR code is used in these instances.) <p>Historical Usage Data: See parent (HU0).</p>

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PROCESS NUMBER:	HU1
PROCESS NAME:	PROCESS CONSUMPTION HISTORY REQUEST SENT IN ENROLLMENT TRANSACTION
SUB OR PRECEDING PROCESSES:	<ol style="list-style-type: none"> 1. ESCO submits Enrollment transaction containing a request for consumption history. 2. Utility validates Enrollment request. 3. Utility processes enrollment. 4. If an Enrollment request is rejected, the history request is also rejected. 5. If an Enrollment request is accepted, Utility reviews history request. 6. If a history request is rejected, a rejection reason will be sent. 7. If history request is accepted, Utility indicates whether data will be sent via EDI or non-EDI. 8. Utility processes information available (up to 12 or 24 months.)
PROCESS RULES:	[CWG] If the Enrollment request is rejected, the request for historical data will also be rejected.
COMMENTS:	

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PROCESS NUMBER:	HU2
PROCESS NAME:	PROCESS REQUEST FOR CONSUMPTION HISTORY – STANDARD PERIOD
PROCESS DEFINITION:	The process by which an ESCO requests customers' historic usage up to the most recent number of months in a Standard Period. This request is independent of Enrollment and is applicable to either Electric or Gas.
TRIGGER(S):	Trigger: See parent (HU0).
ESTIMATED / PEAK TRANSACTION RATE:	Enrollments periods heavier. Increased activity related to heating season
PROCESS INPUTS:	See Parent (HU0).
PROCESS OUTPUTS:	<p>Response to Consumption History Request:</p> <p><u>Positive Response:</u> See parent (HU0).</p> <p><u>Negative Response:</u> See Parent (HU0).</p> <p>Historical Usage Data: See parent (HU0)</p>
SUB OR PRECEDING	1. ESCO submits Consumption History Request transaction.

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PROCESS NUMBER:	HU2
PROCESS NAME:	PROCESS REQUEST FOR CONSUMPTION HISTORY – STANDARD PERIOD
PROCESSES:	<ol style="list-style-type: none"> 2. Utility validates request. 3. If history request is rejected, rejection reason will be sent. 4. If history request is accepted, Utility indicates whether data will be sent via EDI or non-EDI. 5. Utility processes information available (up to 12 months.)
PROCESS RULES:	See Parent (HU0).
COMMENTS:	

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PROCESS NUMBER:	HU3
PROCESS NAME:	PROCESS REQUEST FOR CONSUMPTION HISTORY BEYOND STANDARD PERIOD
PROCESS DEFINITION:	The process by which the ESCO requests, and the Utility provides, historic usage for periods in excess of the Standard Period. This is a non-EDI process and is independent of Enrollment. History request is applicable for either electric or gas.
TRIGGER(S):	See parent (HU0).
ESTIMATED / PEAK TRANSACTION RATE:	Low volume, even during Enrollment periods and heating season.
PROCESS INPUTS:	<ul style="list-style-type: none"> As determined by Utility requirements including number of years requested.
PROCESS OUTPUTS:	<ul style="list-style-type: none"> The information provided will be determined by the Utility.
SUB OR PRECEDING PROCESSES:	<ol style="list-style-type: none"> ESCO contacts Utility to request historic usage beyond the most recent 12 (or 24) month period. Utility reviews request. If request cannot be accommodated, the ESCO will receive an explanation. Utility processes information available. Utility processes fee, if applicable.
PROCESS RULES:	[UBP C I E.] <u>Charges for Customer Information</u> No distribution utility or MDSP shall impose charges upon ESCOs or Direct Customers for provision of the information described in this Section. The distribution utility may impose an incremental cost based fee, authorized in tariffs for an ESCO's

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PROCESS NUMBER:	HU3
PROCESS NAME:	PROCESS REQUEST FOR CONSUMPTION HISTORY BEYOND STANDARD PERIOD
	<p>request for customer data for a period in excess of 24 months or for detailed interval data per account for any length of time.</p> <p>[CWG] Where data is available for less than a full year it will be charged as a full year.</p> <p>[CWG] Gas Profiles are not available for periods greater than 12 months.</p>
COMMENTS:	

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PROCESS NUMBER:	HU4
PROCESS NAME:	PROCESS REQUEST FOR GAS PROFILE
PROCESS DEFINITION:	The Process by which an ESCO Requests, and the Utility provides, a gas profile derived from the customers' consumption history. The profile is a weather-normalized forecast of a customer's gas consumption for each month in a twelve-month period.
TRIGGER(S):	See Parent (HU0)
ESTIMATED / PEAK TRANSACTION RATE:	Moderate to high
PROCESS INPUTS:	See Parent (HU0).
PROCESS OUTPUTS:	<p>Response to Request</p> <p><u>Positive Response:</u> See parent (HU0)</p> <p><u>Negative Response</u> See Parent HU0</p> <p>Gas Profile Data</p> <p>See TS867HU Data Dictionary for detail.</p> <p><u>Negative Response:</u> See Parent (HU0)</p>

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PROCESS NUMBER:	HU4
PROCESS NAME:	PROCESS REQUEST FOR GAS PROFILE
SUB OR PRECEDING PROCESSES:	<ol style="list-style-type: none"> 1. ESCO submits Request transaction. 2. Utility validates Request transaction. 3. If request is rejected, a rejection reason will be sent. 4. Utility processes gas profile information.
PROCESS RULES:	<p>[CWG] In instances where there is insufficient historic data to calculate the profile, a Utility that provides gas profiles will reject the request with a message indicating that the ESCO should request historic usage.</p> <p>[CWG] The gas profile will NOT be provided using EDI when an account is billed off-system.</p>

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CONSUMPTION HISTORY BUSINESS PROCESS FLOWS

Scenario A - Request for Consumption History in an Enrollment Request Transaction

The following represents the steps involved in providing consumption history to the ESCO when the request is included as a secondary request with an 814 Enrollment transaction. The Utility processes both the Enrollment and the history request. The Utility will respond to the history request with an 814 Response transaction indicating one of the following:

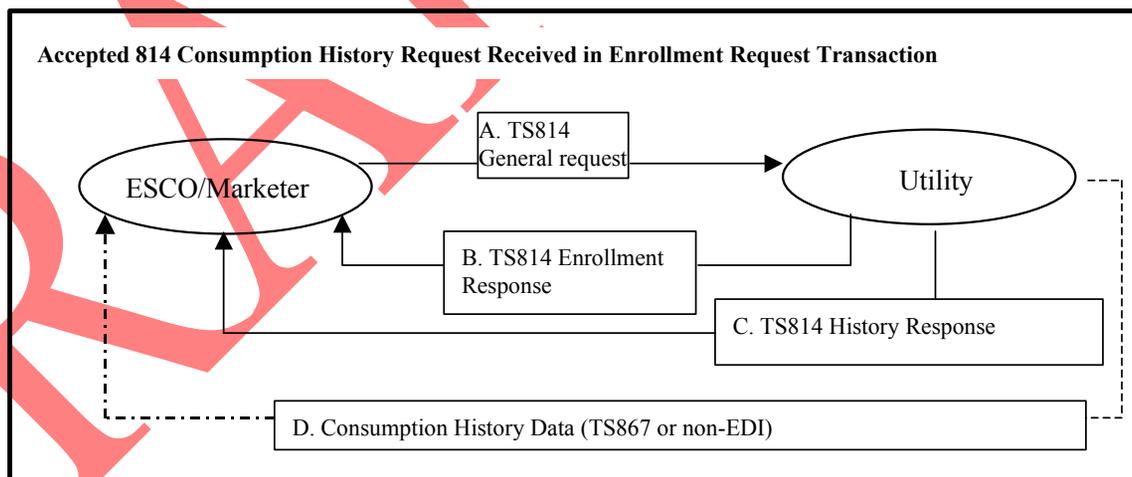
- The Request has been accepted (ASI=WQ) (an 867HU containing the data will be sent).
- The Request has been acknowledged (ASI=AC) and details regarding the response and/or the data will be sent non-EDI.
- The Request has been rejected and the reason for the rejection.

In the first instance only will the 867 Usage History or 867 Projected Gas Delivery Profile be sent. This diagram depicts the process for the first instance.

Notes:

Process Steps

- ESCO sends 814 Request to the Utility.
- Utility processes Enrollment Request and sends 814 positive response.
- Utility processes History request and sends 814 positive or negative response.
- If 814 History Response is positive, Utility sends Consumption History.



- All EDI transactions require that the recipient return a TS997 Acknowledgement.
- If the primary 814 Enrollment request is rejected, the secondary 814 Usage History Request is also rejected.
- Refer to the Enrollment Request & Response Implementation Guide and/or the Implementation Guide for Consumption History Request & Response.

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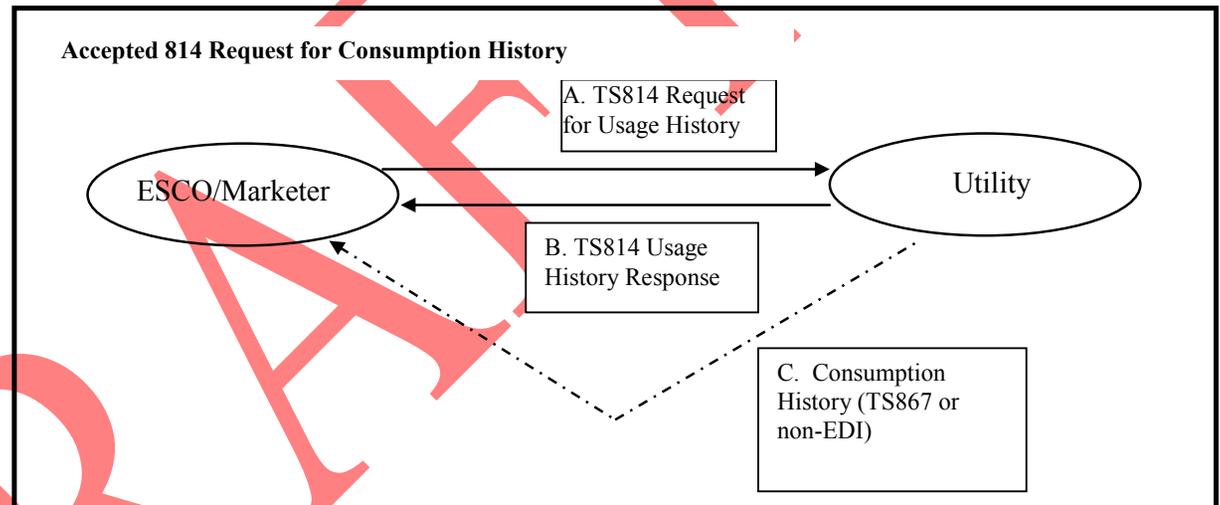
Scenario B - Request for Historic Usage (up to the most recent number of months in a Standard Period)

The following represents the steps involved in providing historic usage to the ESCO when the request is sent independent of an Enrollment transaction. The Utility processes the historic usage request. The Utility responds to the historic usage request with an 814 Response transaction indicating one of the following:

- The Request has been accepted (a TS867 containing the data will be sent).
- The Request has been acknowledged and response details and/or data will be processed non-EDI.
- The Request has been rejected and the reason for the rejection.

Process Steps

- ESCO sends 814 request to the Utility.
- Utility processes request and sends TS814 positive or negative response.
- Utility sends Consumption History in an 867 transaction.



Note:

- All EDI transactions require that the recipient return a TS997 Acknowledgement.

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Scenario C - Process Request for Historic Usage for Periods Greater than the Standard Period (Non – EDI)

The following represents the steps involved in providing usage history beyond the Standard Period to the ESCO. The Utility processes the usage history request. The Utility responds to the usage history request indicating whether or not it will be sent.

Process Steps

- a) ESCO sends request to the Utility.
- b) Utility processes request and sends positive or negative response.
- c) Utility sends Historic Usage in non-EDI format.

