CoMCoP Application – Electricity Meter Operator Agents



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CoMCoP – Application to become an accredited MOA

Please complete responses to the questions below to be accredited as a MOA under CoMCoP. Once you have completed your response, please upload the completed form, along with the required supporting material into the REC Portal. To upload files into the REC Portal, please navigate to Party Operations, then Performance Assurance, and click 'Your Files'. When you have uploaded your submission and supporting evidence, please notify enquiries@recmanager.co.uk of your submission.

#	Question	Your Response	Evidence to support
1	Please provide contact details for your lead CoMCoP contact (Full Name, Title, Email, Phone)		
2	Where is your company based, and where in the country will you be operating?		
3	Which Electricity Suppliers will you work with? Have you signed any commercial agreements with these Suppliers yet, and if not when do you plan to do so?		
4	What is your intended scale of operation within the first 1, 3 and 5 years of live operations and what is your growth plan that outlines how you intend to achieve this?		
5	Will you perform field operative work in-house, or subcontract out to a qualified CoMCoP EMO?		

6	What contractual management controls do you have in place to ensure that your EMO (whether in-house or sub-contracted) will: • Complete all work safely • Comply with industry obligations • Provide you with the information you need to operate as a MOA?		
7	How will you review your EMO's performance against their contractual requirements with you.		
8	Please provide a copy of the system architecture of your end-to-end business and technical solution; this should include elements such as any software used by field operatives, systems used to store and process information, and interfaces with core industry systems such as the DTN.		
9	Are you using of any subcontractors, third parties or service providers to provide the operation of the MOA service or develop and manage any of the technical solution? If so, please provide a list of all subcontractors, third parties or service providers, including what activity they are performing, and how you intend to manage your relationship with them.		

10	Please specify your mechanism for routing incoming data flows to relevant applications and/or procedures, and how the next process step is determined.		
11	How does your business solution ensure and monitor that Market Messages are received and processed completely, accurately and in a timely manner?		
12	What procedures are in place for identifying, monitoring and resolving unprocessed data flows or notification exceptions arising in processing, and other errors, in order to ensure that service level requirements are met?		
13	How have you ensured that all of the applicable functions, obligations and working practices embodied in your REC obligations are included within your processes and applications?		
14	How have you developed and implemented your test strategy and/or plans to demonstrate that you are able to operate the service?		
15	Please confirm: • When do you intend to begin operating your service?		

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- Whether you are completing MHHS Qualification with the MHHS Programme or have ensured coverage of processes amended by MHHS Design in your response within these REC Entry Assessment Forms?
- Whether you have commenced the process to become a DIP User? If not, please do so by contacting DIPManager@elexon.co.uk.

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To find out more please contact:

enquiries@recmanager.co.uk

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