



Transmission Business Line (TBL)

Metering Procedure

SUBMITTING MISSING METER DATA TO METERING SERVICES

June 26, 2003

In the event a Bonneville Power Administration Transmission (BPAT) read meter fails to supply meter readings, Metering Services will ask customers to provide the missing data. This document explains the process customers follow to provide the missing meter readings. Additionally it defines how BPAT will validate, process and post the data on the Billing Information System (BIS). Also explained is the required formal arrangement between BPAT and customers that allows customers to provide data in these instances.

A. Definitions

1. **BIS** - The Billing Information System where meter data is posted.
2. **BPAT** – Bonneville Power Administration Transmission Business Line
3. **Data** - meter interval readings
4. **MV90** – Multi-vendor software and database application that calls meters/recorders to retrieve interval usage data.

B. Requesting and Accepting Data

Metering Services will request and/or accept data only when BPAT Metering Services staff determines that BPAT's meters/recorders will be unable to retrieve data for the period in question. If customer data is not available, BPAT's staff will use the currently established internal estimation procedures.

C. Customer Data Source

Customer data will come from the customer's meter for the meter point in question. The reading may be from the customer's reading of the same meter or from a customer's co-located meter. The meter must use the same multiplier as the BPAT meter.

D. Customer Data Format:

Data will be delivered as pulse data and not as energy.

Customer data may be delivered in the following format:

13553,11/1/02,10,kw,80676

WHERE:

13553 = meter point number

11/1/02 = read date
10 = read hour (note the 0 - 23 hour format)
kw (or kvar) = power type or unit of measure
80676 = pulse reading

E. Review of Data that Customers Provide to BPAT

BPAT's Metering Services personnel will review the customer-supplied data to ensure that it is consistent with data from surrounding hours and thus be deemed as "good" data. After review and approval, the data will be entered into the BPAT Meter Data Management (MDM) system in accordance with data transfer override procedures (not through MV90) so that it will not appear to be "native" data.

The data will be made available on BIS with the next scheduled download.

E. Loading Data on the Billing Information System (BIS)

Metering Services makes meter data available by 9:00 a.m.

Metering Services staff is available Monday through Friday, excluding holidays.

F. Formal Arrangement for Supplying BPAT with Missing Meter Data

A letter documenting the arrangement is necessary to document customer contacts and metering services contact..

Revision History:

Date	Version	Description	Author
06/25/03	1	Final	Linda Nash