

# EIEP9

Customer Location Address Change Notification  
version 6.0

Protocol and Guideline

## Version control

### Version history

This document replaces all previous versions (Inclusive of format, protocol, and examples)

Version	Date	Issue description
V1.0		Initial release
V2.0	April 2004	
V3.0	1 November 2005	Draft for review
V4.0	30/31 May 2006	Draft for approval by Electricity Commission Board
V5.0	8 June 2006	Electricity Commission Board approved
V6.0	6 Oct 2008	Formatted into the Electricity Commission's current style

### Change history

Version	Date	Changes
V2.0	April 2004	Contains consistency changes.
V3.0	1 November 2005	Split format and guide into new structure Changes to format as per DRIEPS Survey Review Draft for review
V4.0	30/31 May 2006	Draft for Electricity Commission Board approval
V5.0	8 June 2006	Electricity Commission Board approved
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### Related documents

Document	Type	Description
Principles of the data format and reports catalogue	Guide	Overarching guide to use of Data Format Catalogue and General principles for use of Electricity Information Exchange Protocols

Data format and reports catalogue (DFRC)	List	Listing of all currently available formats and association between documents
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## **1. Purpose**

- 1.1.1 The purpose of this file is for retailers to notify any ICP physical location address changes that may come to the retailer's attention to the distributor so that the registry and distributor's records can be updated if necessary.
- 1.1.2 All address fields should be populated in the file if information is available irrespective as to whether the contents of the field have changed.

## **2. Operation of protocol**

### **2.1 File transport mechanism**

- 2.1.1 Two file transport mechanisms are available for the transfer of data:
  - (a) Manual (via email) to a nominated email address; and
  - (b) Electronic (via file transfer protocol (FTP)) to a specified FTP inbox.
- 2.1.2 The actual mechanism used and destination address is to be configurable at file type level as agreed between the parties. In the case of FTP a security mechanism will be necessary to protect confidentiality. The ability to retrieve files from a remote FTP outbox is not part of this definition.

### **2.2 Field delimiters**

- 2.2.1 The information is to be provided as a comma delimited text file. Commas are therefore prohibited within fields. Where portions of a field require separation, a tilde character (~) should be used. If commas are present in the fields, use quotation marks to exclude them as separators, as per the DOS CSV format.
- 2.2.2 The file format area in this document includes XML tags to enable the move to XML format as and when participants have the capacity to do so. (the XML schema will be published with the file format document when it is defined).

### **2.3 Case sensitivity**

- 2.3.1 Matching of file names, code list values, etc, is to be case insensitive.

### 3. File format for EIEP9: customer location address change notification

Data content and format

Each data file will contain one header record and one or many detail records.

Description	Type	XML Tag	Rule	Example
Header record type	Char (3)	<RowType>	HDR – indicates the row is a header record type	HDR
File type	Char (7)	<FileType>	Customer Address Change - ADDR5	ADDR5
Sender	Char (4)	<Sender>	Party code of sender	TRUS
Recipient	Char (4)	<Recipient>	Party code of recipient	UNET
Report run date	DD/MM/YYYY	<RunDate>	Date the report is run	02/08/2000
Report run time	HH:MM:SS	<RunTime>	Time the report is run	17:32:02
Unique identifier	Num (12)	<Identifier>	Number that uniquely identifies the report	123263458765
Number of detail records	Num (8)	<RecordCount >	Total number of DET records in report	4

Description	Type	XML Tag	Rule	Example
Detail record type	Char (3)	<RecordType>	DET – indicates the row is a detail record.	DET
ICP	Char (15)	<ICP>	ICP 15 character unique identifier	0123456789XX CCC
Customer name	Char (50)	<CustomerName >	Concatenated into one field. Can be null	MR F DAGG & MRS MARY MUIR
Install addr Unit	Char (20)	<AddressUnit>	All Address Field Mandatory if available . Relates to the unit number of a building on a site. Can be null.	
Install addr num	Char (25)	<AddressNum>		64A

<b>Description</b>	<b>Type</b>	<b>XML Tag</b>	<b>Rule</b>	<b>Example</b>
Install addr street	Char (30)	<AddressStreet>		HIGH ST
Install addr suburb	Char (30)	<AddressSuburb>		SURBURBIA
Install addr town	Char (30)	<AddressTown>		ANYTOWN
Install addr region	Char (20)	<AddressRegion>		
Install addr postcode	Num (4)	<AddressPostCode>		3030
Install property name	Char (75)	<AddressPropertyName>		
Customer contact number	Char (15)	<Phone>	Phone number where customer can be contacted. Can be null	07 577 7775
Reason for change	Char (50)	<Reason>	Reason for address change (Customer Advice, Meter Reader, etc) Can be null	Customer Advice