

SECAS Guidance Notes: ID Allocation Procedure

Introduction

The [SEC Panel](#) (Panel) is required by the Smart Energy Code (SEC) to produce and maintain a document known as the ID Allocation Procedure, which outlines the process for SEC Parties, the Data and Communications Company (DCC) and [Registration Data Providers](#) (RDPs) to be allocated three types of identifier: an ID range, an Organisation number and a Signifier.

Obtaining your IDs, Signifier and Organisation Number

Once you [become a SEC Party](#), you can find your Party ID range, Organisation Number and Signifier in the [ID Allocation spreadsheet](#). Once allocated, these values are never re-used, and rows are never removed from the ID Allocation Spreadsheet. This means that all withdrawn and expelled Parties will remain on the spreadsheet to ensure that numbers are never re-allocated.

IDs

IDs come in three distinct forms: User IDs, DCC IDs and RDP IDs. These IDs are globally Extended Unique Identifier ([EUI-64 Compliant](#)) identifiers used to identify a Party, the DCC, or RDP acting in a particular [User Role](#).

These IDs can also be used for testing purposes and can be linked to specific Public Keys in [Smart Meter Key Infrastructure](#) (SMKI) Organisation Certificates.

Signifiers

Signifiers are SEC unique identifiers that are not required to be EUI-64 Compliant, and are used to uniquely identify a Party or RDP under the SEC. They can be linked to specific Public Keys in [DCC Key Infrastructure](#) (DCCKI) Certificates.

Unique Identifiers

If you hold an Ofgem licence, or are a Meter Operator / Meter Asset Manager, you must provide details of your **unique identifier(s)** under the [Master Registration Agreement](#) (MRA) and / or the [Uniform Network Code](#) (UNC). This unique identifier information will be recorded and published in the ID Allocation spreadsheet.

For new SEC Parties, it is recognised that the unique identifiers under the MRA and / or the UNC may not be known and / or assigned at the time of acceding to the SEC.

Organisation Number Allocation

EUI-64 Compliant Identifiers and Signifiers (except for 'Interim' Signifiers) are to be calculated using an Organisation Number¹. An Organisation Number is allocated at the SEC Party (or RDP) level only once you become a SEC Party.

¹ Has no relation to Organisation Certificates. Organisation Number is used as a term for the purpose of this ID Allocation Procedure document only.

Organisation Numbers are allocated sequentially starting at zero and increasing by 1 for each allocation. The Organisation Number is expressed in hexadecimal (base 16) format, with leading zeros where needed to ensure it is always 3 hexadecimal digits in length. 0 – 9 represent the values 0 to 9, and A – F represent values 10 to 15.

EUI-64 Compliant Identifiers

SECCo has obtained from the [Institute of Electrical and Electronics Engineers](#) (IEEE) the registry entry for the MA-S Value: **70-B3-D5-1F-3**. A MA-S is a 9-hexadecimal digit (36 bit) identifier that can be used to create EUI-64 Compliant identifiers.

Since EUI-64 numbers are 16 hexadecimal digits, there are 7 more hexadecimal digits that need to be added to the MA-S to generate an EUI-64 identifier.

SECCo creates EUI-64 Compliant identifiers by the concatenation of the assigned value of an MA-S Registry (above) and a unique extension identifier created by it (the Organisation number).

The remaining four hexadecimal digits, to make up 16, can then be selected by each Party or RDP.

This means each Party or RDP is allocated a range of identifiers for its sole use. Organisations may use any value within their range for the last four digits (between 00-00 and FF-FF).

Therefore, a Party's EUI-64 identifier is made up of:

- SECCo's IEEE value (70-B3-D5-1F-3);
- Organisation Number (e.g. 2-89); and
- Its own chosen digits (between 00-00 and FF-FF).

So, in this example, the Party would use the identifier 70-B3-D5-1F-32-89-00-00:

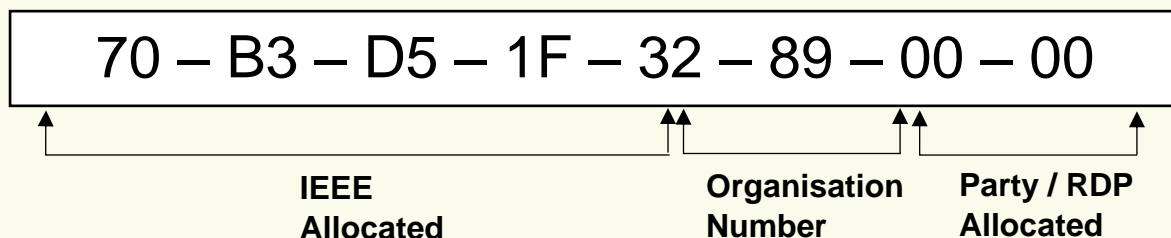


Figure 1: EUI-64 Compliant identifier make-up

Uses of EUI-64 Compliant Identifiers

You may need to use multiple identifiers (e.g. because you perform multiple DCC User Roles) or choose to do so (e.g. to conduct testing or to best support your particular internal structure, systems and processes). Therefore, you can use any 4-digit, hexadecimal values in the range 00-00 to FF-FF.

[Section H1 'User Entry Process'](#) outlines the ways in which you can use your relevant User ID(s).

SECAS will inform the DCC of all new ID Allocation ranges, Organisation Numbers and Signifiers each time the ID allocation spreadsheet is updated.

A separate ID must be used for each User Role when completing the DCC's [User Entry Process](#) (UEP), except for the roles of Import Supplier, Gas Supplier and Export Supplier where the same ID can be used.

Signifier Allocation Process

Each Party (or RDP) Signifier (except for 'Interim' Signifiers) is calculated from an Organisation Number. The calculation is based on whether the Organisation is a Party or RDP, and uses the three hexadecimal digit Organisation Number. The Signifier will take the form **AAA123**. The Signifier calculation also includes mechanisms to assist in verbal use of Signifiers (e.g. in relation to service incidents). Specifically, the Signifier calculation:

- Includes an energy industry check digit algorithm;
- Ensures that no Signifier is ever re-used or mis-keyed by generating a specific Signifier from its corresponding EUI-64 Compliant Identifier; and
- Results in a spread of letter and number combinations, rather than Signifiers being sequential.

You can find your SEC Party Signifier on the [ID Allocation spreadsheet](#). For more information, please find our [Signifier Guidance Notes](#).

SECAS role in publishing EUI-64 Compliant Identifiers and Signifiers

All current and previous SEC Parties are detailed in this spreadsheet. SECAS will mark any company name or unique identifier changes, and if former Parties have either withdrawn or been expelled from the SEC.

This Excel Spreadsheet is digitally signed (using open standards supported by widely available office automation software) and published on the SEC Website.

When any updates are made to the ID Allocation Spreadsheet, SECAS will describe them in the Version control tab and notify the DCC.

What if your company details change?

If any of your Party Details change (including **company name** or **unique identifiers**), please either contact the [SECAS Helpdesk](#) or use our [Online Change in Party Details form](#). SECAS will then update the ID Allocation spreadsheet with your new details.

If you have any questions, please contact SECAS by emailing our [SECAS Helpdesk](#) or call 020 7090 7755.