

Procedure, stages and documents required for the supplier change process

PROCEDURE on the change of electricity supplier by the final customer

HEAD. and General dispositions

SECTION 1 Purpose

ARTICLE 1

The procedure regarding the change of the electricity supplier by the final customer, hereinafter referred to as the procedure, establishes the stages of the supplier change process, the manner of extinguishing the payment obligations due by the final customer to the supplier to be changed / network operator, as appropriate. as well as the exchange of data between the final customer and the economic operators involved in the process of changing the supplier.

SECTION 2a Field of application

ARTICLE 2

(1) The procedure applies to final customers, electricity suppliers, network operators, electricity metering operators, including the wholesale electricity metering operator and the balancing market operator, involved in the supplier change process.

(2) This procedure does not apply in the case of the transfer of the final customer to the supplier of last resort for the supply of electricity under the conditions of last resort.

SECTION 3a Definitions and abbreviations

ARTICLE 3

- (1) For the purposes of this procedure, the terms and expressions used have the following meanings:
- a) small non-household customer non-household customer for which the power approved by the technical approval of connection is less than or equal to 100 kW;
 - b) large non-household customer for whom the power approved by the technical connection approval exceeds 100 kW;
 - c) network contract for the provision of electricity distribution service and / or contract for the provision of transmission service;
 - d) current supplier the supplier that provides the electricity supply service until the date of completion of the change of supplier process;
 - e) new supplier the supplier who will provide the electricity supply service for the customer finally, on the basis of a new supply contract, the performance of which starts from the date of completion of the supplier change process, the date mentioned in the contract;
 - f) residual consumption profile which is obtained considering, for each place of consumption, the same hourly distribution of monthly consumption as the hourly distribution of monthly consumption of the entire category of places of consumption to which this profile applies;
 - g) specific consumption profile algorithm for the hourly distribution of monthly registered consumption, for a category of consumption places that have a similar consumption specificity, established by statistical processing of the hourly values measured at a representative sample of consumption places from

the respective category, based on a procedure elaborated by the distribution operator and approved by ANRE;

h) change of supplier the process by which, during a power supply contract, the final customer decides by freely expressed option to terminate the contractual relationship with the current supplier and to conclude a power supply contract with a new supplier, representing the whole the steps taken in this regard.

(2) The definitions provided in par. (1) is completed with the definitions from the Law on electricity and natural gas no. 123/2012, with subsequent amendments and completions, and with the definitions in the Regulation on the connection of users to electricity networks of public interest, approved by the Order of the President of the National Energy Regulatory Authority no. 59/2013, with subsequent amendments and completions.

(3) The abbreviations used in this procedure have the following meanings:

- a) PRE party responsible for balancing;
- b) OR network operator to which it is connected to the place of consumption of the final customer;
- c) TSO transmission and system operator;
- d) FUI provider of last resort;
- e) OMEPA the operator for measuring electricity on the wholesale electricity market, an entity within the National Company "Transelectrica" SA;
- f) OPE balancing market operator;
- g) OM measuring operator other than OMEPA.

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SECTION 1

General conditions

ARTICLE 4

The process of changing the supplier takes place for one or more places of consumption of an end customer.

ARTICLE 5

(1) In the process of changing the supplier by a final customer are involved: the final customer, the current supplier, the new supplier, OR, OM, OPE and OMEPA, who have the obligation to act so that the final customer can change the supplier within 21 days, in compliance with the contractual conditions.

(2) If the term of transmission of the notification regarding the termination of the existing contract does not meet the conditions provided in art. 7 para. (5), the process of changing the supplier is resumed, in compliance with these conditions.

ARTICLE 6

The process of changing the supplier is free of charge, and it is forbidden to charge any fees or charges related to its completion.

SECTION 2a

Stages of the process

ARTICLE 7

(1) The start of the supplier change process can only take place after the end customer has opted for the new supplier.

(2) In order to conclude the new electricity supply contract, the final customer has the obligation to transmit to the new supplier at least the following data: address of the place of consumption, name of the current supplier, unique identification code of the measuring point / points written on the electricity bill, the value of the invoices due and unpaid until the date of notification, related to the supplied electricity, respectively to the network services, if applicable, as well as the data regarding the powers

absorbed / the quantities of electricity for which the supply of electricity must be ensured and, as the case may be, other documents provided in the regulations in force.

(3) After the final customer and the new supplier agree on the contractual clauses, including the price of electricity, they conclude the contract for the supply of electricity.

(4) The electricity supply contract concluded with the new supplier takes effect from the date of termination of the contract concluded with the current supplier, which must coincide with that of the change of PRE or the existing PRE structure.

(5) The final electricity customer is obliged to notify the current supplier of the termination of the supply contract at least 21 days in advance, in compliance with the contractual conditions.

(6) On the same date with the transmission of the notification provided in par. (5) to the current supplier, the final customer sends a copy of the notification both to the RO to which the place of consumption is connected and to the new supplier.

(7) The notification must be clear, unequivocally express the decision to change the current supplier and explicitly state the date of termination of the existing supply contract. The model notification is set out in the Annex, which forms an integral part of this procedure.

ARTICLE 8

(1) In accordance with the provisions of the regulations in force, at the request of the final customer and based on the electricity supply contract concluded with the final customer, the new supplier has the obligation to take the necessary steps to conclude the contract / contracts for providing network service / services.

(2) In order to conclude the network contract, the new supplier, respectively the final customer, communicates OR, within 3 working days from the receipt, respectively the transmission of the notification provided in art. 7 para. (5), the following data / documents:

- a) the name of the final customer;
- b) address of the place / places of consumption;
- c) the unique identification code of the measuring point (s) written on the electricity bill;
- d) the proposed date for the entry into force of the new supply contract;
- e) the validity period of the supply contract concluded with the final customer;
- f) identification data of the new supplier;
- g) the name of the PRE to which the place / places of consumption will be allocated from the date provided in let. d);
- h) data on the absorbed powers and electricity entities for which the network service is to be provided.

(3) OR verifies and validates the correctness of the data provided in par. (2), within two working days from their receipt, and transmits:

a) to the final customer and the new supplier the confirmation regarding the correctness of the data, together with the up-to-date information regarding the measurement of the electricity consumption, respectively:

(i) date and time interval of reading the meter index corresponding to the date of change of supplier, taken into account to determine the electricity consumption based on the contract with the current supplier and, respectively, the electricity consumption to be achieved based on the contract with the new supplier ;

(ii) the method of determining the index corresponding to the date of change of the supplier, respectively estimation or reading: at a distance or on the spot;

(iii) the series and type of the existing meter, as well as the general constant of the measuring group;

(iv) the scheduled date for the meter replacement, if necessary operation;

(v) consumption profile, if applicable;

b) to the current provider the notification for the termination of the network contract, if applicable, together with the following information:

(i) the name of the final customer, the address of the place / places of consumption;

(ii) code of the measuring point (s);

(iii) date and time of reading the meter index, according to letter (a) point (i);

(iv) how to determine the index corresponding to the date of change of supplier, respectively estimation or reading: remote or on-site.

(4) OR has the obligation to conclude with the new supplier or, as the case may be, in accordance with the law, directly with the final customer, within 5 working days from the transmission of the data according to par. (3), the network contract for the provision of network service at the place of consumption. If for the respective place of consumption the final customer was the holder of the network contract and does not request its takeover by the new supplier, the existing network contract remains in force.

(5) The new network contract takes effect on the date of entry into force of the new electricity supply contract.

(6) By derogation from the provisions of par. (4), if the network operator has concluded a network contract with the new supplier for other places of consumption, an additional act to the existing network contract may be concluded, according to the regulations in force.

ARTICLE 9

After concluding the network contract, within two working days, the price of the new supplier requests the TSO to register the place of consumption in that price, according to the regulations in force. The TSO has the obligation to carry out all the necessary operations so that the date of the change of the PRE or the structure of the PRE coincides with the date of entry into force of the electricity supply contract concluded with the new supplier.

ARTICLE 10

(1) The responsibility for establishing / validating the meter index corresponding to the date of change of supplier rests with the OR to which the place of consumption is connected.

(2) For large non-household customers, it is mandatory for the OR to which the place of consumption is connected to read the meter indices. The reading will be performed by the OR in the presence of the final customer, the current supplier and the new supplier, on the day when the change of supplier takes place; failure to present one or more parts, at the date and time set for reading, does not prevent the process of changing the supplier.

(3) After the reading, the present parties sign the minutes in which the read indexes are recorded. OR is obliged to provide the final customer, the current supplier and the new supplier with a copy of the reading report.

(4) If the meter is tele-integrated, integrated in a remote index transmission system, the OR takes over the teletransmitted index corresponding to the supplier change date.

(5) For household customers and small non-household customers, it is not mandatory for the OR to read the meter on the day when the change of supplier takes place, being allowed to take over the self-read index by the final customer. If the RO has suspicions regarding the correctness of the index communicated by the final customer or if the customer has not sent the self-read index, then the OR determines the measured value corresponding to the time of change by reading, and if this is not possible, by estimating consumption based on consumption or the consumer agreement concluded by the respective final customer.

ARTICLE 11

Within a maximum of 42 days from the termination of the contract, the supplier / OR has the obligation to send to the final customer the invoice with the final settlement settlement of all payment obligations. The final customer has the obligation to pay the value of the invoice by the due date.

SECTION 3a

Special conditions for measurement

ARTICLE 12

(1) For the measurement point (s) at which, according to the provisions of the Electricity Measurement Code, there is no legal obligation to hourly record electricity consumption, OR determines the hourly values of consumption based on a specific consumption profile approved by ANRE, applicable for the respective category of final customer or based on the residual consumption profile.

(2) The specific consumption profile is determined by the RO based on a procedure developed by it and approved by ANRE.

HEAD. III

Other rules regarding the supplier change procedure

ARTICLE 13

(1) If for a single place of consumption the final customer of electricity purchases electricity simultaneously from several suppliers, the change of one of the current suppliers is done as follows:

- a) in compliance with the provisions of this procedure, if there is a change of supplier that ensures the balancing of electricity consumption for the respective place of consumption;
- b) only with its notification, at least 21 days before the date of the change, if any of the suppliers that does not ensure the balancing of the electricity consumption for the respective consumption place is changed.

(2) If for a single place of consumption the final customer of electricity opts for the purchase of electricity simultaneously from several suppliers, the change of the current supplier is made with the supplier that ensures the balance of electricity consumption, respectively that ensures the compensation of consumption deviations from the total quantity contracted.

ARTICLE 14

Repealed.

Art. 14 was repealed by art. 6 of ORDER no. 12 of February 24, 2017, published in the OFFICIAL GAZETTE no. 162 of March 6, 2017.

attached
to the procedure

To:
(name of current electricity supplier)

To science:
(name of the electricity network operator)
(name of the new electricity supplier)

Topic:

NOTIFICATION
regarding the termination of the Electricity Supply Contract
no. since

In accordance with Art. 7 of the Procedure regarding the change of the electricity supplier by the final customer, approved by the Order of the president of the National Energy Regulatory Authority no. 105/2014

The final customer of electricity

[for the household customer it will be written]

....., having client code, ID card series no., issued on by, personal numerical code, domiciled in the locality., pp. no., bl., sc., et., ap., county., tel.;

[for non-household end customer will be written]

SC SA (SRL), based in, registration certificate at the Chamber of Commerce and Industry of the National Office of the Trade Register., fiscal code, bank transfer account, the name of the bank through which the client carries out the payments (the final client who, according to the legislation, does not hold these documents, presents identification documents according to the applicable legislation), str.

..... no., tel., fax, IBAN code, represented by, hereby notifies the termination, with effect from the date, for Electricity supply contract no. since of , for place of place of , into consumption (address and identification data of consumption) the view change of electricity supplier.

The total value of the balance at the date of this notification, issued on the basis of the Contract for the supply of electricity no. from, is lei.

The indices of the settlement meters at the date of its notifications are:

....., , for the series meter , having the unique code of the measuring point;
....., , for the series meter , having the unique code of the measuring point

End user,
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