



**Electricity Authority of Cyprus**  
**Distribution**

## **Distribution System Operator – Meter Registration and Meter Reading Department**

Dear Customer,

In the context of the implementation of the Meter Data Management System (MDMS) and in line with the Distribution System Operator (DSO) obligations arising from the Law and the Electricity Market Rules, for information and free access of the Network Users to the technical data of the meter and the metering data, with security and transparency, this manual was created for your information and understanding.

In addition in this manual, the method and frequency of obtaining meter readings, securely and transparently from the Distribution System operator is explained.

The aim of this manual is to inform all Network Users about the methodology and frequency of meter reading carried out by the Distribution System Operator and transferring these readings and consumption to the Suppliers and the Market Operator. This manual is divided into the following sections:

1. Network Users – Meter Reading with on-site visit (Bimonthly)
2. Network Users - Remote Meter Reading (Monthly)
3. Network Users - Smart Meter (future)
4. Data Calculation for Transitional Electricity Market

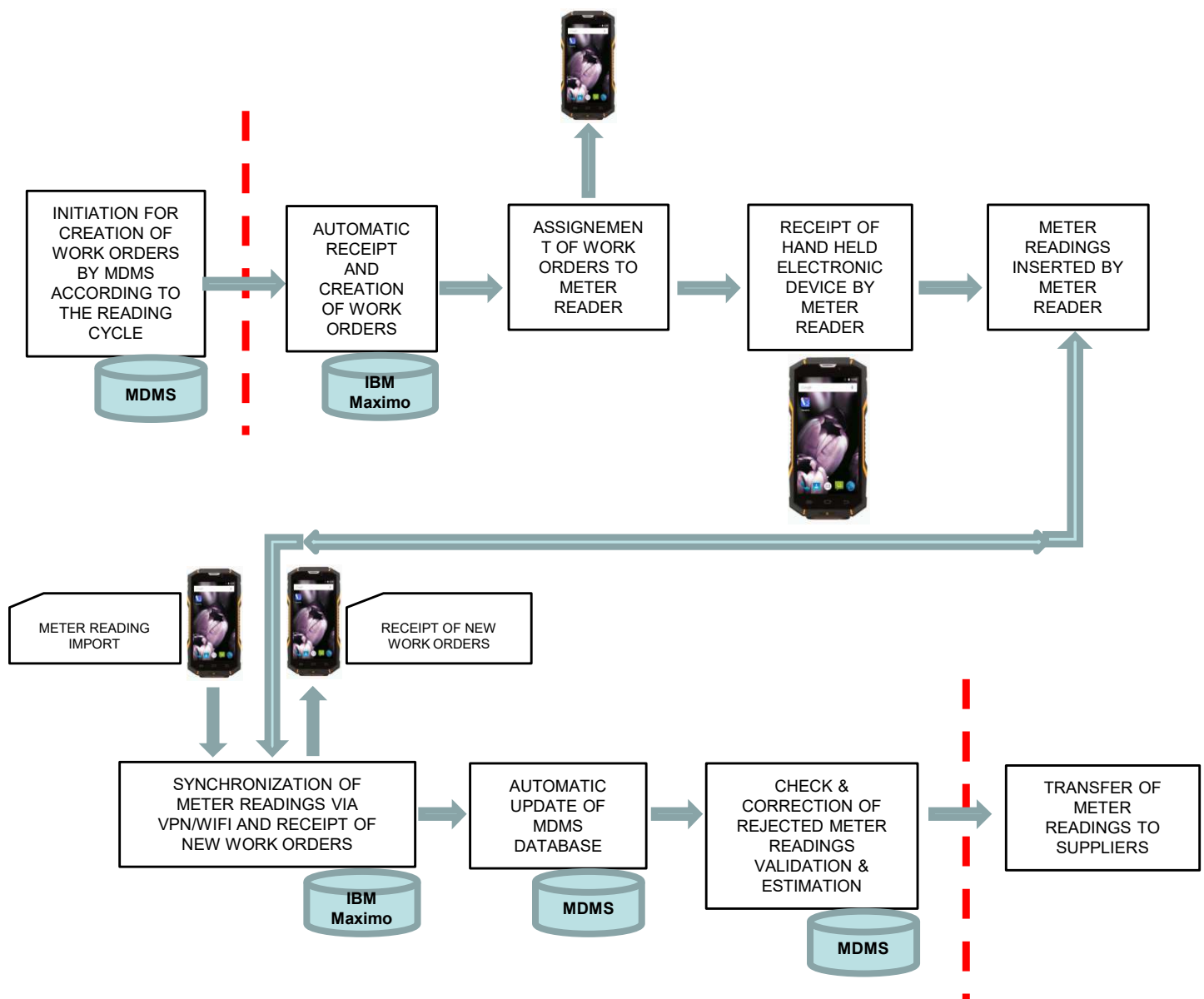


Electricity Authority of Cyprus  
Distribution

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### 1. Network Users – Meter Reading with on-site visit (Bimonthly)

The meter reading for most Network Users is carried out by an on-site visit of an employee of the department who registers the meter reading in an electronic device and then transferred to the Distribution System operator databases (MDMS).

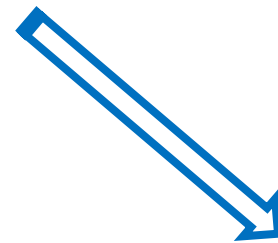




## Electricity Authority of Cyprus Distribution

### Distribution System Operator – Meter Registration and Meter Reading Department

The process described above refers to Network Users (Consumers or Producers) connected to the Low Voltage Distribution Network and is carried out according to the schedule below.



Large Low  
Voltage Network  
Users



Low Voltage  
Network Users

MDMS Cycle	MDMS Issue of Work Orders	MDMS Meter Reading Date	MDMS System Estimation *	NETWORK USERS METER READING SCHEDULE
01	21/10	01/11	16/11	BIMONTHLY
02	22/10	02/11	17/11	
03	25/10	03/11	18/11	
04	26/10	04/11	19/11	NOVEMBER
05	27/10	05/11	20/11	DECEMBER
06	29/10	08/11	23/11	2021
07	01/11	09/11	24/11	
08	02/11	10/11	25/11	
09	03/11	11/11	26/11	
10	04/11	12/11	27/11	
11	05/11	15/11	30/11	
12	08/11	16/11	01/12	HOLIDAYS
13	09/11	17/11	02/12	24/12/2021
14	10/11	18/11	03/12	06/01/2022
15	11/11	19/11	04/12	
16	12/11	22/11	07/12	
17	15/11	23/11	08/12	
18	16/11	24/11	09/12	
19	17/11	25/11	10/12	
20	18/11	26/11	11/12	
21	23/11	01/12	16/12	
22	24/11	02/12	17/12	
23	25/11	03/12	18/12	
24	26/11	06/12	21/12	
25	29/11	07/12	22/12	
26	30/11	08/12	23/12	
27	01/12	09/12	24/12	
28	02/12	10/12	25/12	
29	03/12	13/12	28/12	
30	06/12	14/12	29/12	
31	07/12	15/12	30/12	
32	08/12	16/12	31/12	
33	09/12	17/12	01/01	
34	10/12	20/12	04/01	
35	13/12	21/12	05/01	
36	14/12	22/12	06/01	
37	15/12	23/12	07/01	
38	16/12	27/12	11/01	

\* Αν μέχρι αυτή την ημερομηνία δεν καταχωρηθεί ένδειξη μετρητή τότε γίνεται αυτόματος υπολογισμός κατανάλωσης

At this stage, the on-site recording of meter readings is carried out every two months (bimonthly)

In the future possibly the meter reading period and frequency might be differentiated by DSO after Cyprus Energy Regulatory Authority's approval.

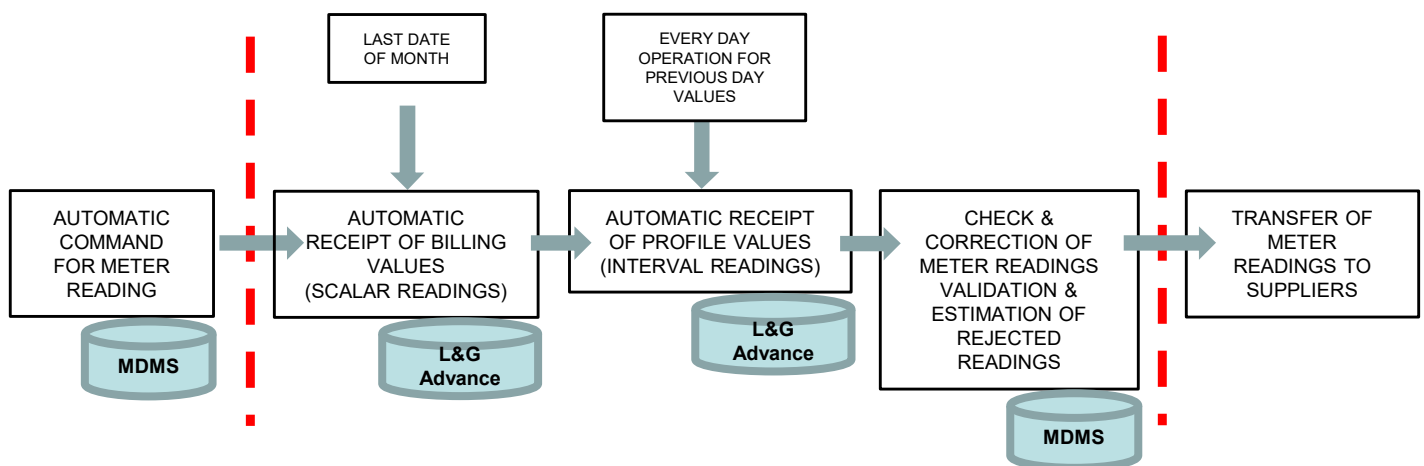


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Distribution

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### 2. Network Users - Remote Meter Reading (Monthly)

The meter reading of the Network Users that are connected to the Medium Voltage Distribution Network and to premises connected to the Low Voltage Network, with a load over 100A is carried out remotely and the whole process is automated as follows.



Medium Voltage  
Network Users



Landis  
Gyr+



Large Low  
Voltage Network  
Users

The remote reading of scalar data (Scalar Readings) is carried out automatically within the first 5 days on a monthly basis.

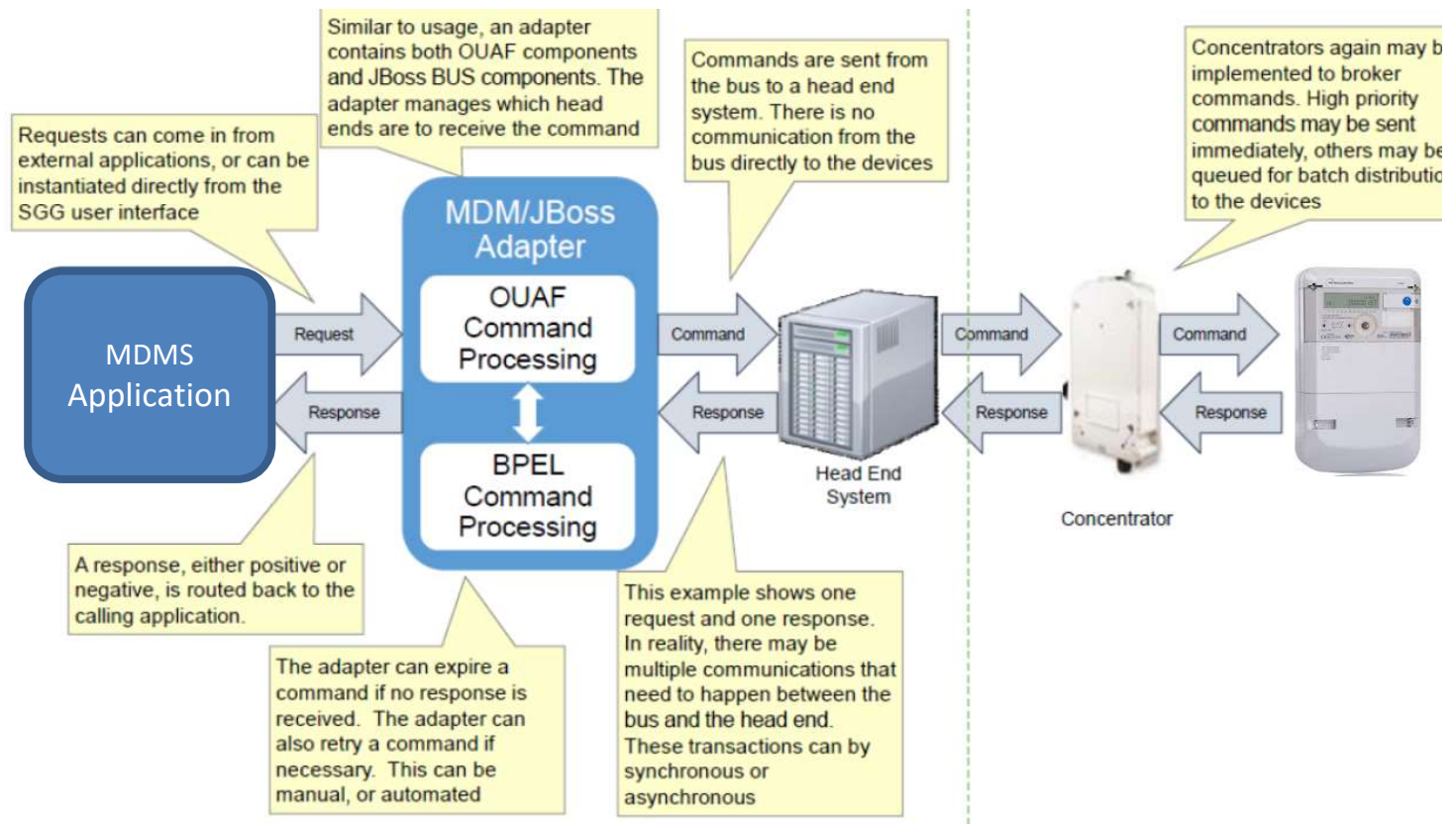
The remote reading of Interval Data (Profile Readings) is performed daily for the previous day.



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### 3. Network Users - Smart Meter (future)

In the future and with the installation of smart meters, the process of meter reading shall be fully automated in a similar method as meter reading performed for monthly billed network users.





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Meter Registration and Meter Reading  
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#### 4. Data Calculation for Transitional Electricity Market

Regarding the Transitional Electricity Market, the metering data is sent to Market Participants and the Market Operator for market clearing in Excel format, until the interconnection of Market Participants to the MDMS. The methodology for consumption calculation for purposes of uniformity with all participants in the Transitional Electricity Market is indicated below.

