

Administrative timetable for market entry

The following note sets out the three Stages, and six Steps, that a party must go through in order to be able to provide non-household customers with services as a 'Licensed Provider'.

The Steps in this process are sequential. Unless agreed otherwise with the responsible authority, the party must complete each Step before it can proceed to the next Step.

Stage 1: Gaining 'Licensed Provider' status

Step 1: Receipt of a licence

The applicant must be granted a licence by the Water Industry Commission for Scotland (WICS); a retailer that has been granted such a licence is referred to as a 'Licensed Provider'. Information on applying for a licence can be found on the Commission's website at www.watercommission.co.uk.

Stage 2: Gaining 'Code Party' status and CMA Membership

Step 2: Signing a Wholesale Services Agreement

The Licensed Provider must sign a Wholesale Services Agreement (WSA) with Scottish Water. The Licensed Provider should contact Scottish Water to arrange discussions on a WSA.

Step 3: Acceding to the Operational Code

The Licensed Provider must accede to the Operational Code. Information on becoming a party to the Operational Code can be found on Scottish Water's website at www.scottishwater.co.uk.

Step 4: Admittance to CMA

To become a member of the CMA (and a party to the Market Code), the Licensed Provider must complete the joint CMA and Market Code application form. The joint CMA and Market Code application form is available on the CMA's website at www.cmascotland.com.

Step 5: Accede to the Market Code

Following notification that the CMA and Market Code application has been successful, the Licensed Provider must accede to the Market Code. The CMA will invite the Licensed Provider to sign the Market Code Accession Agreement.

Stage 3: Gaining 'Trading Party' status

Step 6: Completing Market Entry Assurance

The Licensed Provider must complete a process of assurance run by the CMA, which checks that they have the appropriate technical systems to enable them to operate in the market. Details of the assurance process are set out in the CSDs.