**CCS**

**24B**

**4.2.1.5. Maintain Measurement Cycle Schedule**

Creation Date: April 27, 2009

Last Updated: January 21, 2025

1. **Title, Subject, Last Updated Date, Reference Number**, **and** **Version** are marked by a Word Bookmark so that they can be easily reproduced in the header and footer of documents. When you change any of these values, be careful not to accidentally delete the bookmark. **You can make bookmarks visible by selecting Tools->Options…View and checking the Bookmarks option in the Show region.**
2. To add additional approval lines, press [Tab] from the last cell in the table above.



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Contents

Brief Description 4

Business Process Model 5

Detail Business Process Model Description 6

Test Assets related to the Current Process 7

Document Control 8

Attachments: 9

Measurement Cycle 9

Measurement Cycle Schedule 10

Bill Cycle 11

1. To update the table of contents, put the cursor anywhere in the table and press [F9]. To change the number of levels displayed, select the menu option Insert‑>Index and Tables, make sure the Table of Contents tab is active, and change the Number of Levels to a new value.

## Brief Description

**Business Process: 4.2.1.5.CCS.Maintain Measurement Cycle Schedule**

**Process Type: Sub-Process**

**Parent Process: 4.2 .1.CCS.Collect and Process Meter Reads and Miscellaneous Charges**

**Sibling Processes: 4.2.1.1a. CCS.Read Meter, 4.2.1.2a. CCS.Load Meter Readings, 4.2.1.3a. CCS.Validate Meter Read, 4.2.1.4 CCS.Manage Consumption Data Reporting, 4.2.1.6. CCS.Receive External Charges, 4.2.1.7. CCS.Apply Miscellaneous Charges**

This process describes how a measurement cycle schedule is maintained. The measurement cycle schedule defines when service points in a given cycle are to be read. The process is triggered when an update is required to a measurement cycle schedule. The process’ output is an updated schedule in CCS(CCB). Changes to the measurement cycle schedule may impact the Bill Cycle Schedules. The actors involved in this process are Field Operators and CSRs or Authorized Users.

## Business Process Model



## Detail Business Process Model Description

[**1.1**](#_Business_Process_Model) **Determine Schedule Requirements**

A**ctor/Role: Field** Operations / CSR

**Description:**

The Field Operations Officer determines requirements for the service schedule. Determination of the schedule requirement involves analysis of measurement cycles, measurement cycle routes and when they should be downloaded, estimated or read by the customer.

[**1.2**](#_Business_Process_Model)  **Send Service Schedule to Utility**

A**ctor/Role: Field** Operations / CSR

**Description:**

The Field Operations Officer sends the updated measurement cycle schedule to the Utility organization.

[**1.3**](#_Business_Process_Model) **Enter Service Schedule**

A**ctor/Role: Field** Operations / CSR

**Description:**

The CSR or Authorized User receives the updated measurement cycle schedule from Field Operators and updates the service schedule in CCS(CCB). This is a manual task. There are different data requirements depending on whether it is an update to an existing measurement cycle schedule or it is the creation of a new measurement cycle schedule. This information is entered directly into CCS(CCB) via the [Measurement Cycle Schedule](file:///C:\Users\GPOLONSK\Downloads\Measurement%20Cycle%20Portal.docx) screen.

**Configuration required (Y) Entities to Configure:**

|  |
| --- |
| Measurement Cycle |
| Measurement Cycle Route Type |

[**1.4**](#_Business_Process_Model) **Update Measurement Cycle Schedule**

A**ctor/Role: CCS(MDM)**

**Description:**

The updated schedule is stored in CCS(CCB). The Scheduled Selection Date on the Service Schedule will now be used to determine the date the system downloads eligible service points in the nominated cycle. In addition, it will now be used by Billing to determine when a meter read is expected.

**Configuration required (Y) Entities to Configure:**

|  |
| --- |
| Measurement Cycle |
| Measurement Cycle Route Type |

## Test Assets related to the Current Process

| Testing Asset Sr.No | Use Case | No Of Data sets |
| --- | --- | --- |
|  |  |  |
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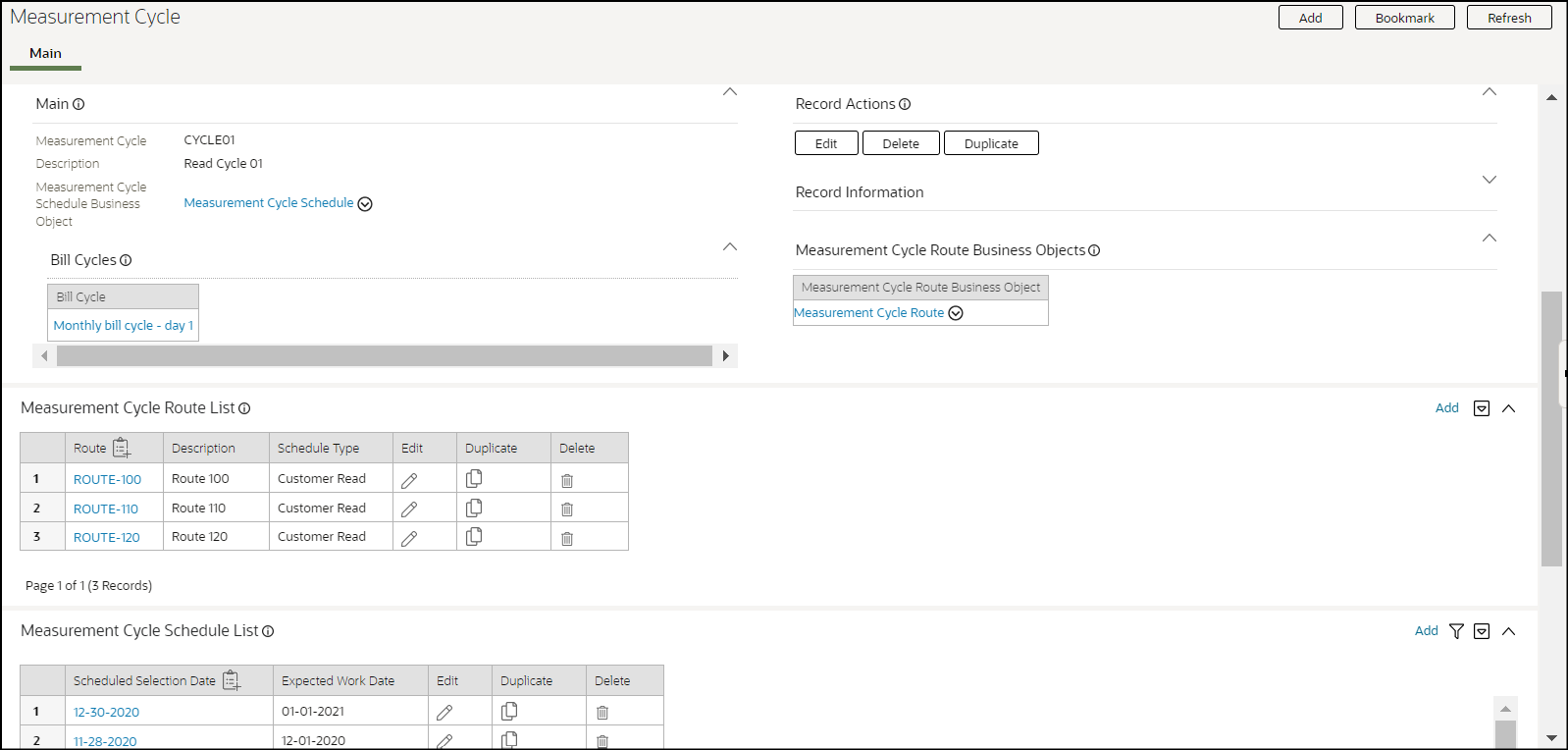
## Document Control

**Change Record**

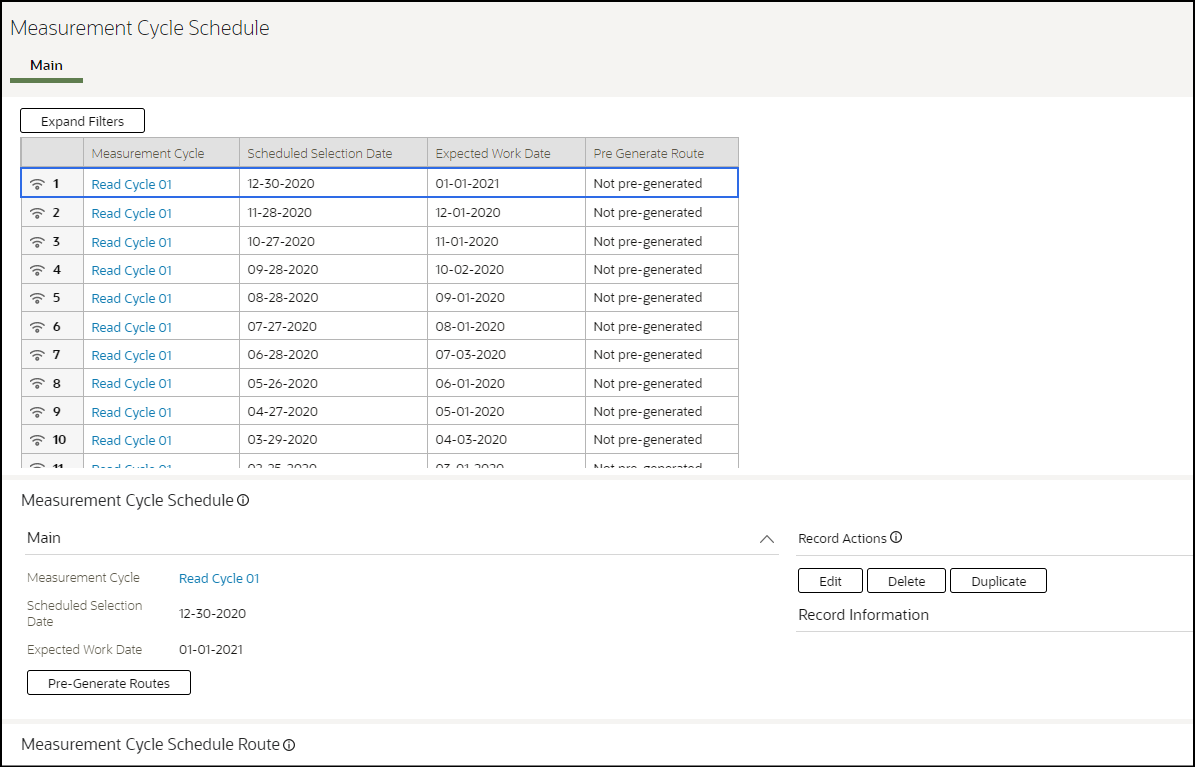
| Date | Author | Version | Change Reference |
| --- | --- | --- | --- |
|  |  |  |  |
| 04/27/2009 | Nick Birrell | Draft 1a | No Previous Document |
| 05/29/2009 | Nick Birrell | Draft 1b | Updates made after review |
| 10/21/10 | Geir Hedman |  | Updated Title and Content page |
| 11/09/10 | Yoko Iwahiro |  | Update business objects and algorithms |
| 12/28/10 | Ayelet Lavee |  | Release review changed Visio names, version, document sibling, Hyperlinks, minor editing |
| 2/9/11 | Geir Hedman |  | Updated Document and Visio |
| 8/4/2013 | Don Lee |  | Updated Document and Visio |
| 09/12/13 | Galina Polonsky |  | Reviewed, Approved |
| 08/27/15 | Don Lee |  | Updated to v2.5 |
| 09/10/15 | Galina Polonsky |  | Reviewed, Approved |
| 08/17/17 | Ekta Dua |  | Updated Document and Visio to v2.6 |
| 10/09/2017 | Jerry Chick |  | Changed service cycle to measurement cycle |
| 10/24/18 | Jerry Chick |  | Additional updates |
| 10/30/18 | Galina Polonsky |  | Reviewed, Approved |
| 6/5/2019 | Satya Kalavala |  | Updated format for v2.7 |
| 1/30/2020 | Antonio Napoli |  | Changed Filename, Process name as per URM formatting in this document and Visio |
| 05/10/2024 | Kunal Nerkar |  | Updated Document and Visio for CCS 24B |
| 05/28/2024 | Line Prado |  | Reviewed |
| 12/16/2024 | Galina Polonsky |  | Reviewed, Approved |

## Attachments:

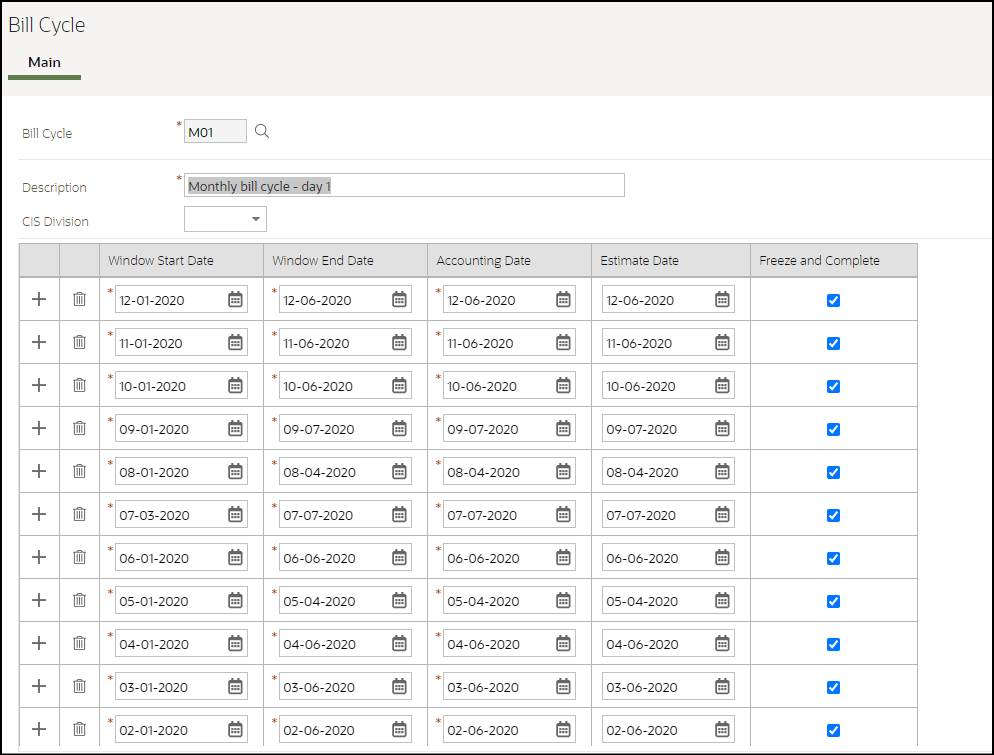
### Measurement Cycle



### Measurement Cycle Schedule

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### Bill Cycle

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