BGE Customer Data Web (CD Web) Guidelines

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What is CD Web?

The Customer Data Web (CD Web) application provides licensed electric and gas suppliers with the capability to access 12 months of gas and/or electric monthly usage data as well as 12 months of interval data for electric accounts that have interval metering. In addition, it includes account-specific information such as customer name, bill group, PLC values, etc. Users are required to obtain a Letter of Authorization (LOA) from the customer before submitting a request.

How to request access to CD Web

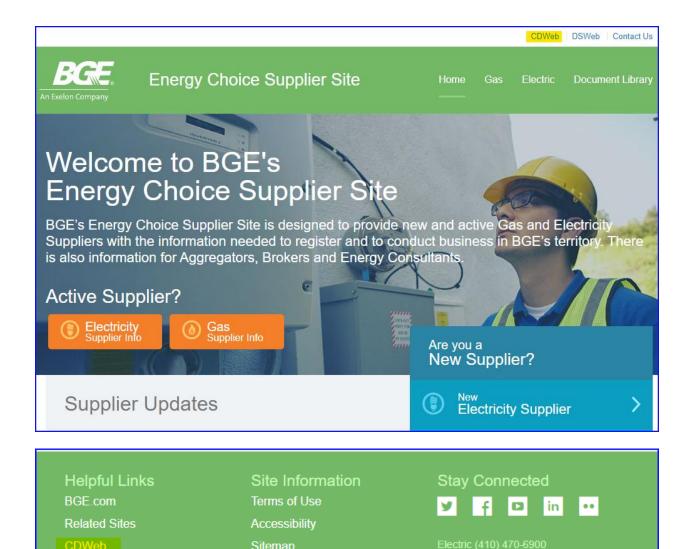
If your organization does not currently have access to CD Web, please complete the CD Web Agreement and the CD Web New User Information Form and send both documents to electric.supplier.relations@bge.com. Please include authorized 3rd party users (such as EDI providers) if they do work on your behalf and notify us if you use automated processes to retrieve data in CD Web. BGE required organizations to provide names and contacts for two individuals who will be called Custodians. The Custodians will be responsible for requesting access to new users in the organization and notifying BGE of users who should not have access any longer.

If your organization is approved, each user will receive a personal set of credentials. If your organization has a signed agreement in place, then the custodian should complete CD Web New User Information Form for new users. Requests received from individuals will be rejected.

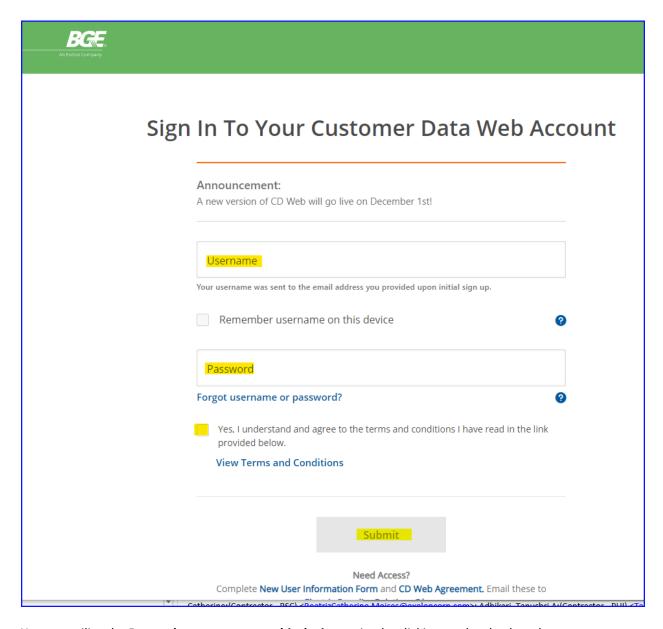
We will create individual CD Web login credentials and send them to individual users directly. Please keep your credentials secure and do not share them with others.

Login Page

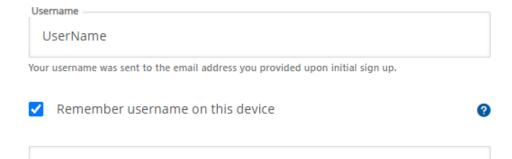
To access CD Web, you can use the CD Web link in the upper right corner of www.supplier.bge.com site, the CD Web link on the top or bottom of the www.supplier.bge.com site, or simply type https://secure.bge.com/cdweb/login in the search window of your browser. CD Web is supported on Edge, Chrome, and Firefox.



You must enter your CD Web Username and Password (case sensitive), view and agree to the Terms and Conditions, and click the "Submit" button or hit Enter.



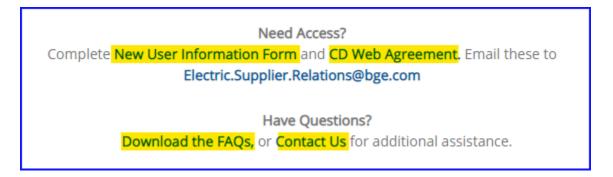
You can utilize the **Remember username on this device** option by clicking on the checkmark. Your username will be saved for 1 month in the cache on your computer.



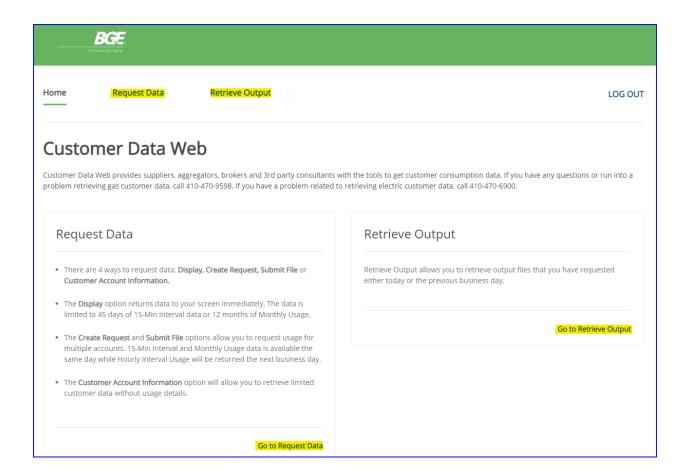
If your credentials are correctly entered, you will be directed to the CD Web Home Page.

After two incorrect attempts at entering your credentials, your account will be locked for 20 minutes. After the 20 minute lock-out period, you can re-enter your correct credentials.

Helpful links to documents have been provided at the bottom of the Login page and throughout the application. You can access the **New user Information Form**, **CD Web Agreement**, **FAQs**, and **Contact Us** Information.



Home Page



The **Home** page displays the descriptions of the **Request Data** and **Retrieve Output** options and has links to those options on the top ribbon and under each explanation.

It also has **helpful links** at the bottom of the page.

Choice ID Types and Available Data

Data is available for **active** Gas and Electric Choice IDs only. We recommend viewing the **Monthly Usage** data to obtain the details of the customer's account.

NOTE: All requests must use Choice IDs (CID), except for the Customer Account Information requests.

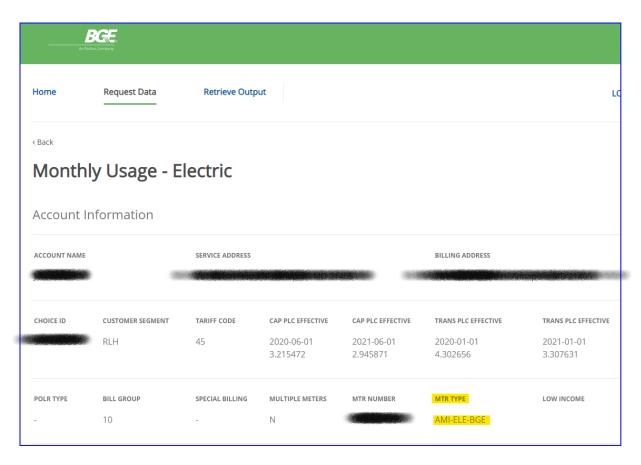
Meter Types

By bringing up the Choice ID in **Display Monthly Usage** mode you can identify the type of meters on the account by looking at the **Mtr Type**.

MV90 Meter - SS-ELE Legacy Meter - EM-ELE

AMI Meter – AMI-ELE-BGE

NOTE: AMI 15-Min data is only available for a small number of meters that have been converted from MV90 to AMI since Fall 2018.



Please refer to the table below to see what data is available for each type of account. **Requesting the wrong data type will lead to errors.**

	Monthly Usage Billed Data-12 Months	Hourly Interval Usage	15-Min Interval Usage
Legacy Meter	x		
AMI Meter	x	x	
MV90 Meter	x		x
15-Min AMI (converted from MV90)	х	х	х

- You can request up to 45 days of 15-Min Interval data using the **Display** option
- You can request up to 2 years for MV90 and for 15-Min AMI data using the Create or Submit file
 options

Requesting Data

The **Request Data** tab has a few options that users can choose from: **Display** data, **Create** Request, **Submit File: Monthly and 15-min Interval, Submit file: Hourly Interval and Customer Account Information**. The page defaults to the **Display** option.

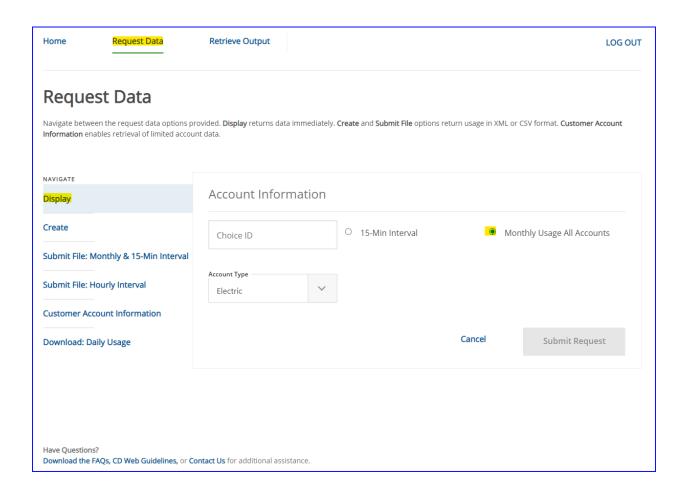
It also has **helpful links** at the bottom of each option page.

Display Requests

Display request returns data immediately on the screen for one Choice ID at a time.

Monthly Usage

Monthly Usage data is available for all Choice IDs (Legacy, AMI, MV90, 15-Min AMI) – it shows *billed* total monthly usage



To retrieve monthly usage, a user must enter a valid, 10-digit Choice ID (CID) and click on the "Submit Request" button.

You will receive information in two tables. The first table, **Account Information** will show basic account information such as customer's name, service and billing addresses, CID, segmentation, tariff*, capacity and transmission PLC data, POLR Type, bill group, special billing (if applicable), meter info, and Low-income**.

*If the **Tariff Code** denotes a number '1' in front then this signifies that the customer is currently enrolled with a supplier.

**The "Low Income" field is designed for future use after the Low-Income Supplier Offer Tracking (regulatory requirement) is implemented.

The **Customer Segment** data will provide the "Rate Class" (i.e.: "R" for residential, "G" for small commercial or "Interval GL" for large service customers with a primary service or GLP accounts with a 15-Min Intervalmetered account.



On the second table, you will see Usage Data for monthly billed usage:

Usage Data

	METER	READING				PEAK USAGE			USAGE FA	CTORS			OTHER	
METER READ (FROM DATE)	METER READ (TO DATE)	DAYS USED	READING SOURCE (ACT/EST)	TOTAL kWh	ON kWh	INT kWh	OFF kWh	NON- TOU	ON PEAK	INT	OFF PEAK	SEASONAL CROSSOVER	DELIVERY DEMAND kW/kVA	GENTRANS DEMAND kW
2021-06-02	2021-07-01	29	Α	2041	-	-	-	-	-	-	-	N	-	-
2021-05-03	2021-06-02	30	Α	1496	-	-	-	2.317312	-	-	-	N	-	-
2021-04-01	2021-05-03	32	Α	1098	-	-	-	1.812143	-	-	-	N	-	-
2021-03-02	2021-04-01	30	Α	1187	-	-	-	1.885933	-	-	-	N	-	-
2021-02-01	2021-03-02	29	Α	1668	-	-	-	2.116357	-	-	-	N	-	-
2020-12-31	2021-02-01	32	А	1808	-	-	-	2.107628	-	-	-	N	-	-
2020-12-02	2020-12-31	29	Α	1478	-		-	1.920594		-		N	-	-
2020-10-30	2020-12-02	33	Α	1068	-	-	-	1.573452	-	-	-	N	-	-
2020-09-29	2020-10-30	31	А	918	-	-	-	1.599078	-	-	-	N	-	-
2020-08-28	2020-09-29	32	А	1562	-	-	-	1.914892	-	-	-	N	-	-
2020-07-30	2020-08-28	29	Α	2031	-	-	-	1.926734	-	-	-	N	-	-
2020-06-29	2020-07-30	31	Α	2648	-	-	-	2.035729	-	-	-	N	-	-

Have Questions?

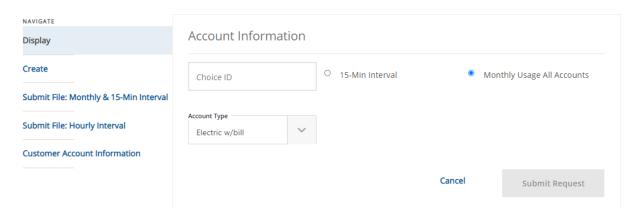
Download the FAQs, CD Web Guidelines, or Contact Us for additional assistance.

New Request

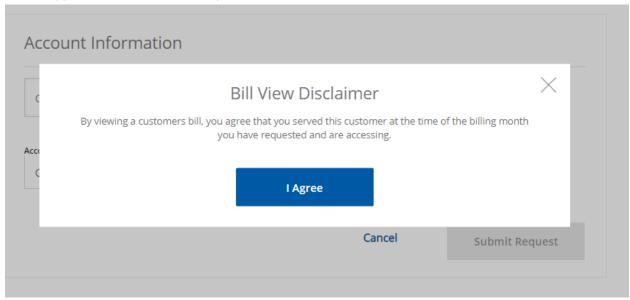
You can click on the "New Request" button and be re-directed to the previous screen.

Monthly Usage with Bill View – Suppliers Only

Gas and Electric suppliers can select bill view options in the **Account Type** drop-down menu. This option will give them the ability to view customers' invoices. As a reminder, **suppliers should only access customers' bills for the period they were serving that customer.**



When supplier selects a bill view, they will see a Bill View Disclaimer:



After clicking on the "I Agree" button, the electric supplier will see customer's information as described above, with links to the bills added to the left on the Usage Data table:

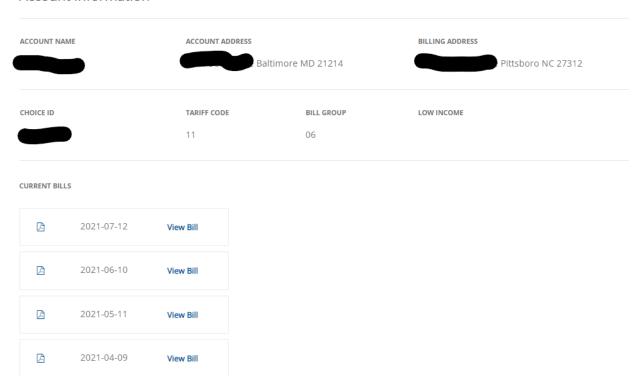
Usage Data

	METER READING					PEAK USAGE			USAGE FACTORS		
Bill View	METER READ (FROM DATE)	METER READ (TO DATE)	DAYS USED	READING SOURCE (ACT/EST)	TOTAL kWh	ON kWh	INT kWh	OFF kWh	NON- TOU	ON PEAK	INT
2021-07-01	2021-06-02	2021-07-01	29	А	2041	-	-	-	-	-	-
2021-06-02	2021-05-03	2021-06-02	30	А	1496	-	-	-	2.317312	-	-
2021-05-03	2021-04-01	2021-05-03	32	Α	1098	-	-	-	1.812143	-	-
2021-04-01	2021-03-02	2021-04-01	30	А	1187	-	-	-	1.885933	-	-
2021-03-02	2021-02-01	2021-03-02	29	А	1668	-	-	-	2.116357	-	-
2021-02-01	2020-12-31	2021-02-01	32	Α	1808	-	-	-	2.107628	-	-
2020-12-31	2020-12-02	2020-12-31	29	А	1478	-	-	-	1.920594	-	-
2020-12-02	2020-10-30	2020-12-02	33	А	1068	-	-	-	1.573452	-	-
2020-10-30	2020-09-29	2020-10-30	31	Α	918	-	-	-	1.599078	-	-
2020-09-29	2020-08-28	2020-09-29	32	А	1562	-	-	-	1.914892	-	-
2020-08-28	2020-07-30	2020-08-28	29	Α	2031	-	-	-	1.926734		-
2020-07-30	2020-06-29	2020-07-30	31	А	2648	-	-	-	2.035729	-	-

Gas suppliers will see high-level customer information on the **Account Information** table and will have links to the customer's bills:

Monthly Usage - Gas

Account Information



15-Min Interval

15-Min interval usage is available for MV90-equipped accounts and AMI 15-Min Intervals converted from the MV90 accounts.

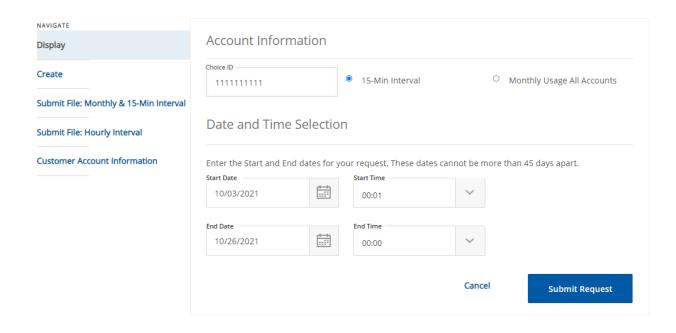
To retrieve 15-Min Interval usage, a user must enter a valid 10-digit Choice ID, select start and stop dates from the calendars (or type them in the mm/dd/yyyy format), and click on the "Submit Request" button. The Start and End time are set to default values; however, a user can easily adjust them if needed.

NOTE: You can request data back to two years.

Data is limited to 45 days within two years.

Request Data

Navigate between the request data options provided. Display returns data immediately. Create and Submit File options return usage in XML or CSV format. Customer Account Information enables retrieval of limited account data.



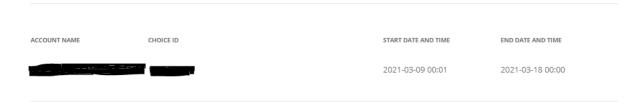
Have Questions?

Download the FAQs, CD Web Guidelines, or Contact Us for additional assistance.

The result will be displayed in two tables – **Account Information** and **Usage Data**. The Scroll bar within the **Usage Data** table should be used to see more data.

15-Min Interval Usage Data

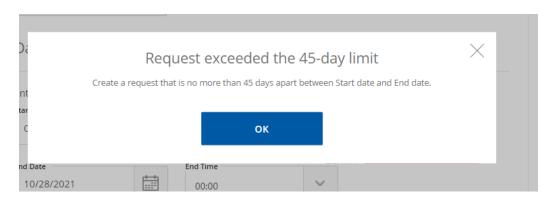
Account Information



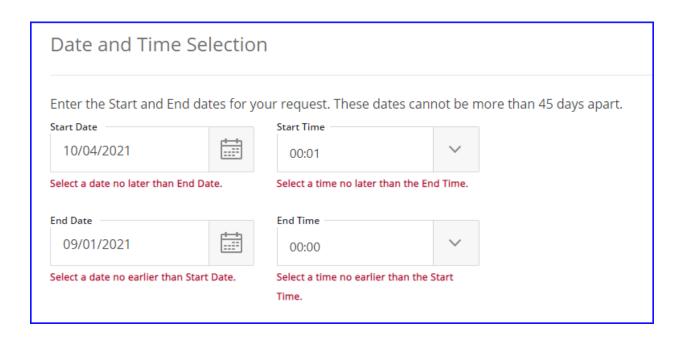
Usage Data

READING DATE	START TIME	END TIME	kWh	READING SOURCE ACTUAL/ESTIMATED
2021-03-09	0001	0015	153.65	А
2021-03-09	0016	0030	153.3	А
2021-03-09	0031	0045	153.65	А
2021-03-09	0046	0100	152.95	А
2021-03-09	0101	0115	153.3	А

A user will receive an error message if selected dates are more than 45 days apart:



A user will also see the prompt if an invalid date combination is selected:

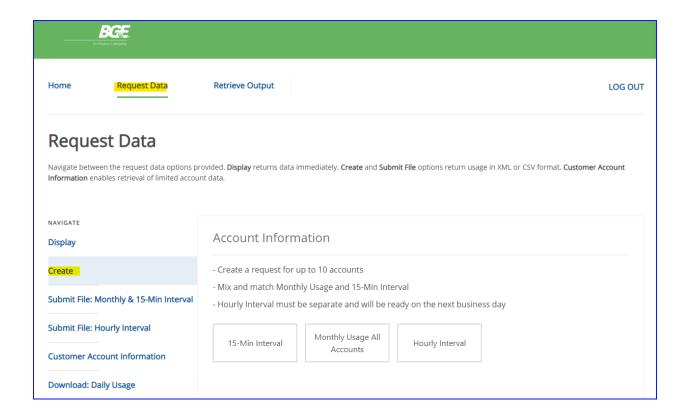


Create Requests

The **Create Request** option will allow a user to build a request for up to ten Choice IDs. Users can request output in CSV or XML format (if available).

A user can create a request for Monthly and 15-Min Interval data separately or together. Hourly interval requests must be done separately.

Monthly and 15-Min intervals requests are processed the **same day** and jobs are usually completed within minutes. Hourly Interval requests are processed in the evenings and are available the **next day**. CD Web output is available to be viewed the day the request is submitted and the following day.



15-Min Interval

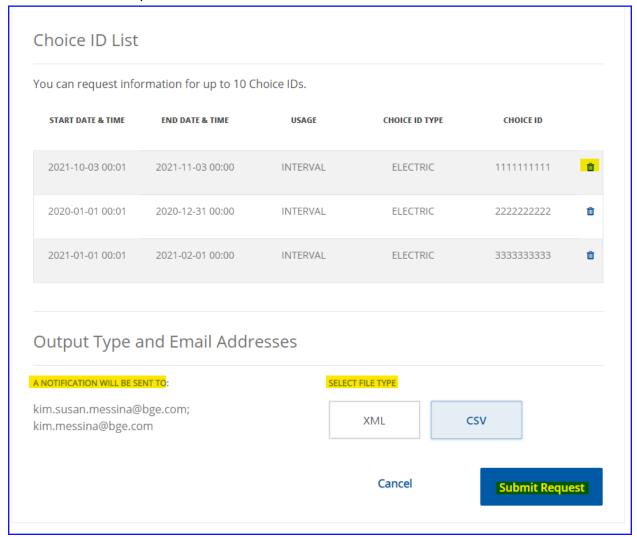
15-Min interval usage is available for MV90 Choice IDs and AMI 15-Min Choice IDs which were converted from the MV90 Choice IDs.

To request 15-Min interval usage, a user must enter an active 10-digit Choice ID (CID), select Start and End Dates from the calendars (or type them in the mm/dd/yyyy format), and click on the "Add Choice ID" button or hit Enter. The Start and End times are set to default values; however, a user can easily adjust them if needed.

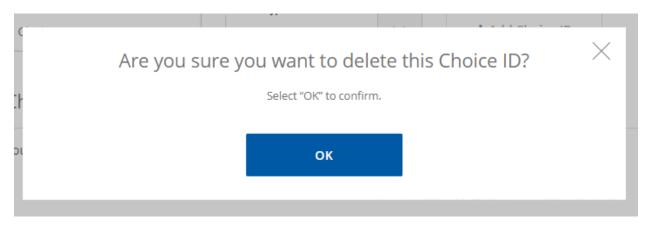
NOTE: You can request data back to two years. If your request's start date is before than Choice ID's start date, only available data will be returned.

Request Data Navigate between the request data options provided. Display returns data immediately. Create and Submit File options return usage in XML or Information enables retrieval of limited account data. NAVIGATE **Account Information** Display Create - Create a request for up to 10 accounts - Mix and match Monthly Usage and 15-Min Interval Submit File: Monthly & 15-Min Interval - Hourly Interval must be separate and will be ready on the next business day Submit File: Hourly Interval Monthly Usage All 15-Min Interval Hourly Interval Accounts **Customer Account Information** Start Date Start Time Download: Daily Usage 01/01/2021 00:01 End Date **End Time** 02/01/2021 00:00 Electric Choice ID + Add Choice ID 3333333333 Choice ID List

You can see and check your entries in the Choice ID List section:



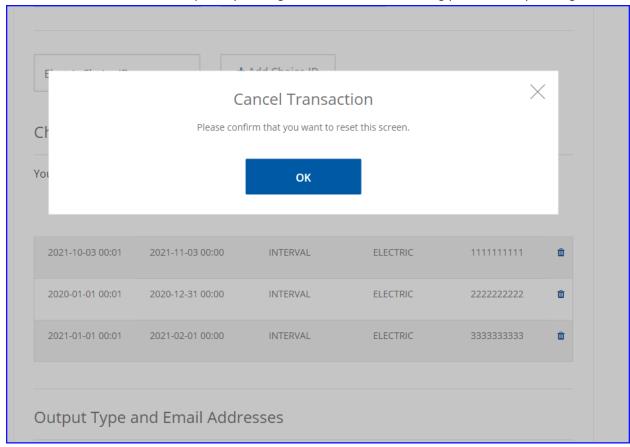
If you need to change anything in your entry, click on the "Trash Can" icon and that line will be deleted from the list. Confirm your desire to delete your entry by clicking "OK", or click on "X" if you change your mind,



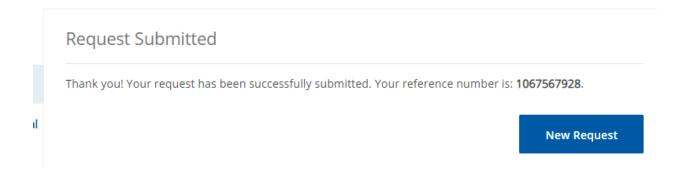
When you are happy with the list you built, select the desired output – XML or CSV and click the **"Submit Request"** button.

The notification about completing your request will be emailed to the email associated with your CD Web user ID.

You can also cancel the entire request by clicking on "Cancel" and confirming your choice by clicking "OK":



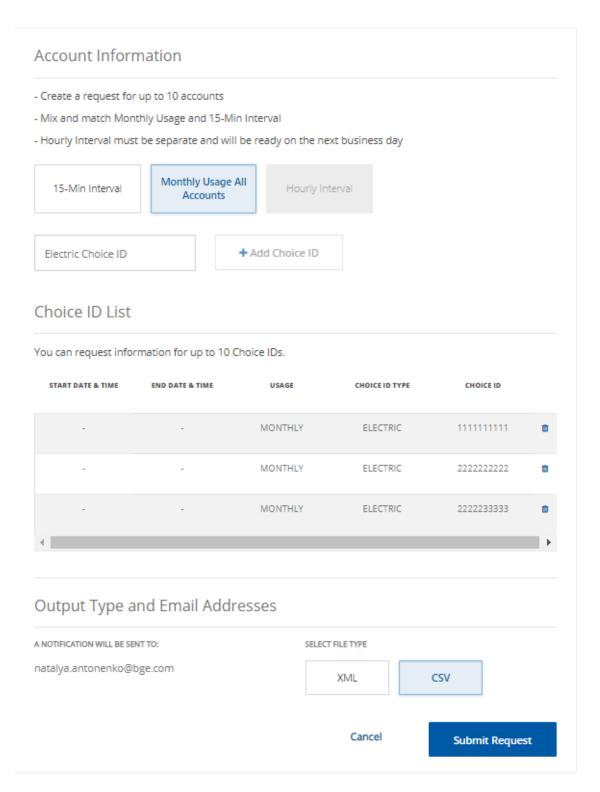
When you submit your request, you will receive a confirmation with the reference number:



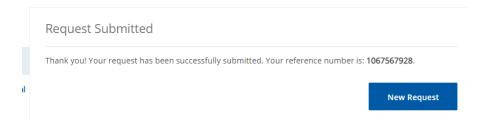
Monthly Usage

Monthly Usage data is available for all Choice IDs (Legacy, AMI, MV90, 15-Min AMI) – it shows *billed* total monthly usage.

You can build your request by entering an active 10-digit Choice ID and clicking the "Add Choice ID" button or you can hit "Enter" on your keyboard. Your entries (up to 10 CIDs) will be listed in the Choice ID List section. You can delete individual lines by clicking on the "Trash Can" icon. When you are satisfied with your list, select the output type – XML or CSV and select "Submit Request" to submit, or "Cancel" to cancel your request.

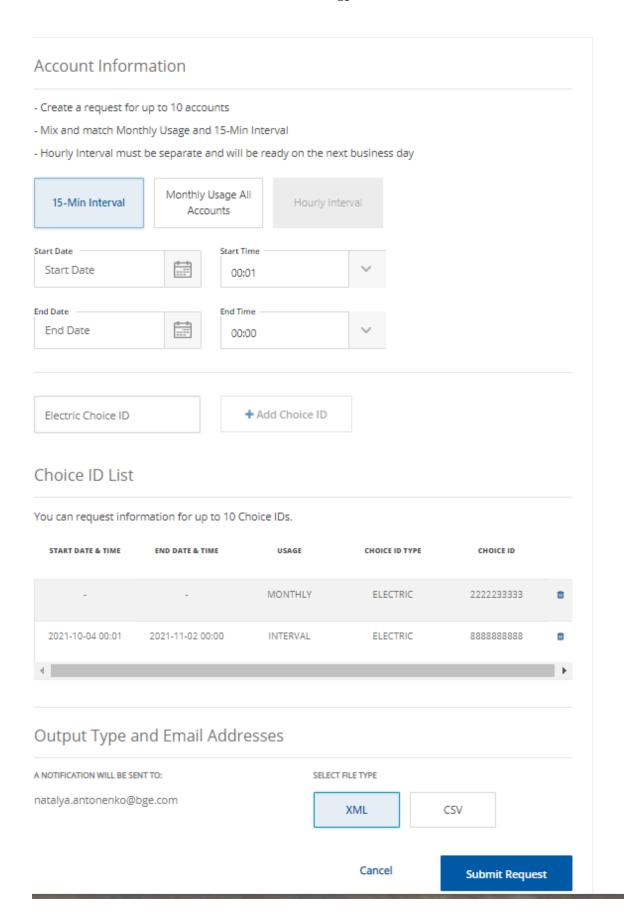


When you submit your request, you will receive a confirmation message with a reference number:



Combined Monthly and 15-Min Interval Request:

A user can combine Monthly and 15-Min intervals in one request. Similarly to the process above, only Choice ID is needed for Monthly Usage; Choice ID and Start & End Date and Time should be selected for 15-Min intervals. Build your request for up to 10 Choice IDs, which will be accumulated in the Choice ID List, then select your output type and hit the "Submit Request" button. The options of Delete ("Trash Can" icon), "Cancel" and receiving a confirmation are the same as above.



Hourly Interval:

Hourly AMI Interval data is available for AMI Choice IDs and, by default, will provide a rolling year's worth of data. The data will go back 365 days from yesterday. For AMI Choice IDs activated during the year, only available AMI data will be returned, which could be less than a year.

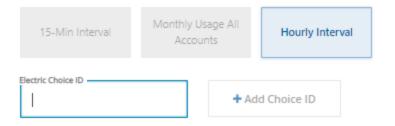
You can build your request by entering an active 10-digit Choice ID (CID) and clicking the "Add Choice ID" button or hitting "Enter" on your keyboard. Your entries (up to 10 CIDs) will be listed in the Choice ID List section. You can delete individual lines by clicking on the "Trash Can" icon. When you are satisfied with your list, you can hit "Submit Request" or "Cancel".

NOTE: only CSV output is available for this request.

The output file will be available for pick-up on the next business day.

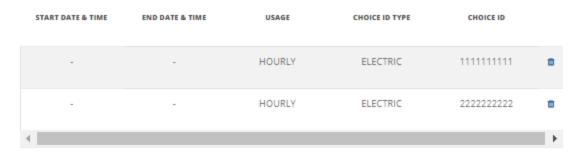
Account Information

- Create a request for up to 10 accounts
- Mix and match Monthly Usage and 15-Min Interval
- Hourly Interval must be separate and will be ready on the next business day



Choice ID List

You can request information for up to 10 Choice IDs.



Output Type and Email Addresses



When you submit your request, you will receive a confirmation message with a reference number:



Submit File Requests

A CD Web user has the option to submit a prepared file for retrieving data for more Choice IDs at once. The input format will be discussed in the **Building Input Files** section below.

Monthly & 15-Min Interval

File limitations:

250 Choice IDs for Monthly Usage only (Gas or Electric)

20 Choice IDs for the combination of Monthly Usage and 15-Min interval Choice IDs (both PBS and AMI 15-Min)

20 Choice IDs for 15-Min Interval data (both PBS and AMI 15-Min)

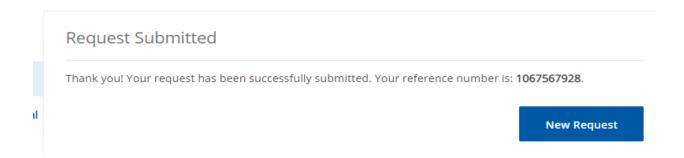
20 Choice IDs for Hourly Interval data

To submit a file, you need to select a file you prepared and saved in advance on your PC by clicking on the "Choose File" button and selecting the desired output (XML or CSV) format. The file name will be displayed (if long, it will be abbreviated) and you will see the email address, associated with your credentials, where job notification will be sent.

When this is done, a user can either hit "Submit Request" or "Cancel".

kequest Data Navigate between the request data options provided. Display returns data immediately. Create and Submit File options return usage in XML or CSV format. Customer Account Information enables retrieval of limited account data. NAVIGATE Submit File: Monthly & 15-Min Interval Display Create Select the output file type, upload the file and click "Submit Request" to complete the process. Submit File: Monthly & 15-Min Interval SELECT OUTPUT FILE TYPE BROWSE FILE CSV (electric) XML Choose File 15 min...t Time.csv Submit File: Hourly Interval **Customer Account Information Email Address** A NOTIFICATION WILL BE SENT TO: natalya.antonenko@bge.com Cancel Submit Request

When you submit your request, you will receive a confirmation message with a reference number:



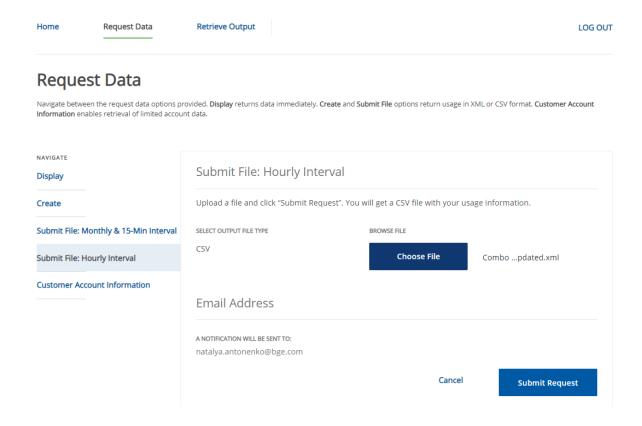
Hourly Interval

Hourly Interval requests are processed in the evenings and the results will be available the next day, or on Monday, if a request is made on Friday.

NOTE: There is a Limit of 500 Choice IDs per user per day for Hourly Interval data.

To submit a file, you need to select a file you've previously prepared on your PC then click on the "Choose File" button. The file name will be displayed (if long, it will be abbreviated) and you will see the email address associated with your credentials, where a notification will be sent. The output format is set to CSV.

When this is done, a user can either "Submit Request" or "Cancel".



You will receive a Reference Number for your submission.

NOTE: If you requested data on Friday your output will be available on Monday except if Monday is a holiday because your output will **not** be preserved till Tuesday. In general, please avoid making requests if you are unable to pick the output the next day.

Request Submitted Thank you! Your request has been successfully submitted. Your reference number is: 247627927. New Request

Building Input Files

File Limits & Input and Output Types

When requesting Monthly Usage for Gas or Electric Choice IDs you can include up to 250 Choice IDs in your file. Your input file must contain the same account type (Gas or Electric). You cannot combine requests for Gas and Electric data in the same input file.

Please refer to the table below for CID limits per type of request and input/output options:

Type of data being	Choice ID Limits	Input File	Output File
requested			
Electric Monthly Usage	250 per file	CSV or XML	CSV or XML
Electric 15-Min Interval	20 per file	CSV or XML	CSV or XML
Electric Hourly Interval	20 per file, 500 per	CSV or XML	CSV
	day		
Electric 15-Min &	20 per file	CSV or XML	CSV or XML
Monthly Usage			
Gas Monthly Usage	250 per file	XML	XML

CSV Electric Input File Format

While building your CSV input files it is recommended to use a text editor like **Notepad** or **Notepad++** so you can easily see spaces and blank lines because these will need to be removed from your input file before submitting your request.

For the usage type Electric, you may combine 15-Min Interval and Monthly Usage requests in a single input file. The input files could be in CSV or XML format.

Choice ID 10-digit Number

Usage Type Options (must use capital letters)

I,E – 15-Min Interval data, available for MV90 and 15-Min AMI Choice IDs

H,E – Historic (Monthly Usage), available for all Choice IDs

I,H – Hourly Interval data, available for all Choice IDs with AMI meters

Date and Time formats

Start Date (YYYY-MM-DD)

Start Time (HH:MM) (Valid MM values are 01, 16, 31, 46)

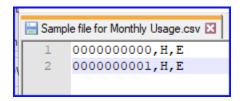
End Date (YYYY-MM-DD)

End Time (HH:MM) (Valid MM values are 00, 15, 30, 45)

The file can be created in Excel, or Notepad and saved in the CSV format. Make sure that Excel contains just one tab and there are no empty rows after the last row with data.

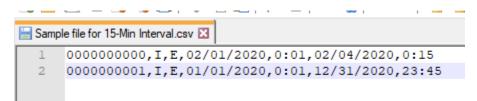
Sample file: CSV format for Monthly Usage data:

3 columns for all Choice IDs (up to 250 Choice IDs per file) Choice ID, **H,E**



Sample file: CSV format for 15-Min Interval data

7 columns for all Choice IDs (up to 20 Choice IDs per file) Choice ID,I,E,Start date,Start Time,End date,End time



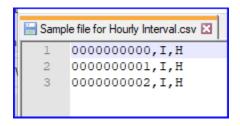
Sample file: CSV format for combination Monthly Usage and 15-Min Interval (up to 20 Choice IDs per file)

(Note: Date can be in format mm/dd/yyyy or yyyy-mm-dd)

```
Sample file for Monthly Usage and 15-Min Interval.csv 1 0000000000, I, E, 02/01/2020, 0:16, 02/04/2020, 0:15 2 000000001, H, E
```

Sample file: CSV format for Hourly Interval data

3 columns for all Choice IDs (up to 250 Choice IDs per file) Choice ID, I, H



XML Electric Input File Format

Sample file: XML format for Monthly Usage data (up to 250 Choice IDs per file)

```
🔚 Sample file for Monthly Usage.xml 🔀
      <?xml version="1.0" encoding="UTF-8" ?>
     ConsumptionDataRequest>
     CRequestData>
  4
     5
     6
      <AccountNumber>000000000</AccountNumber>
  7
      <ConsumptionType>HE</ConsumptionType>
  8
     -</HistoricalData>
 9
     -</HistoricalAccounts>
 10
     -</RequestData>
 11
     L</ConsumptionDataRequest>
```

Sample file: XML format for 15-Min Interval data (up to 20 Choice IDs per file)

```
🔚 Sample file for 15-Min Interval.xml 🔀
       <?xml version="1.0" encoding="UTF-8" ?>
     ConsumptionDataRequest>
  3
     CRequestData>
  4
      <HistoricalAccounts>
  5
     = <IntervalData>
  6
        <AccountNumber>000000000</AccountNumber>
          <ConsumptionType>IE</ConsumptionType>
  8
          <StartDate>2021-01-01</StartDate>
  9
          <StartTime>00:01</StartTime>
 10
          <EndDate>2021-01-03</EndDate>
 11
          <EndTime>00:00</EndTime>
 12
      -</IntervalData>
 13
      -</IntervalAccounts>
 14
       -</RequestData>
 15
      L</ConsumptionDataRequest>
```

Sample file: XML format for a combination Monthly Usage and 15-Min Interval (up to 20 Choice IDs per file)

```
<?xml version="1.0" encoding="UTF-8" ?>
   ConsumptionDataRequest>
3
   4
   <HistoricalAccounts>
5
   6
    <AccountNumber>1234567890</AccountNumber>
7
    <ConsumptionType>HE</ConsumptionType>
    </HistoricalData>
8
9
    10
   <AccountNumber>1234567809</AccountNumber>
11
12
       <ConsumptionType>IE</ConsumptionType>
13
       <StartDate>2020-01-01</StartDate>
14
       <StartTime>00:16</StartTime>
15
       <EndDate>2020-12-31</EndDate>
16
        <EndTime>00:00</EndTime>
17
    </IntervalData>
18
    -</IntervalAccounts>
19
    -</RequestData>
20
    L</ConsumptionDataRequest>
```

Sample file: XML format for Hourly Interval data (up to 20 Choice IDs per file)

```
🔚 Sample file for Hourly Interval.xml 🔀
       <?xml version="1.0" encoding="UTF-8" ?>
  2
     ConsumptionDataRequest>
  3
     CRequestData>
  4
     5
     = <IntervalData>
  6
         <AccountNumber>000000000</AccountNumber>
  7
         <ConsumptionType>HI</ConsumptionType>
  8
      </IntervalData>
  9
      -</IntervalAccounts>
 10
      -</RequestData>
 11
      L</ConsumptionDataRequest>
```

XML Gas Input File Format

NOTE: You **must** submit your Gas request in XML format and your output must be in **XML** format.

Sample file: XML format for Gas Input file using Choice IDs (up to 250 Choice IDs per file)

```
🔚 Sample file for Gas Input using Choice ID.xml 🔀
        <?xml version="1.0" encoding="utf-8"?>
      CONSUMPTION RQST>
  3
         <GasHistoricalAccounts>
  4
            <Account>
  5
              <AccountNumber>000000000</AccountNumber>
  6
              <UtilityName>BGE</UtilityName>
  7
              <SupplierName>Your Supplier Name</SupplierName>
  8
              <Commodity>GAS</Commodity>
  9
            </Account>
 10
          </GasHistoricalAccounts>
 11
       L</consumption RQST>
```

Sample file: XML format for Gas Input file using Name, Address & Zip (up to 250 Choice IDs per file)

```
Sample file for Gas Input using Name Address and zip.xml 🔀
       <?xml version="1.0" encoding="utf-8"?>
     << consumption RQST>
 2
         <GasHistoricalAccounts>
 4
           <Account>
 5
             <AccountNumber></AccountNumber>
 6
             <AccountName>Mickey Mouse</AccountName>
 7
             <ServiceAddress>1 Main St, 21222
 8
             <UtilityName>BGE</UtilityName>
 9
             <SupplierName>Your Supplier Name</SupplierName>
10
             <Commodity>GAS</Commodity>
11
           </Account>
12
         </GasHistoricalAccounts>
     </consumption RQST>
13
```

Sample Output Files

CSV Monthly Usage – single meter

```
EH, Code, Desc, Account Name, Account Address, BilingAddress, AccountNumber, Segment, TariffCode, CapPLC, CapPLCEffectiveDt, CapPLCPrev, CapPLCPrev, CapPLCPrevEffectiveDt, TransPLC, TransPLCPrev, Tr
```

ReadingSource,Total_KWh,Peak_KWh,Inter_KWh,OffPeak_KWh,UsageFactor_Non_TOU,Peak_UsageFactor,Inter_UsageFactor,OffPeak_UsageFactor,Crossover,Del_Dem_KW_kVA,Gen_Trans_Dem_KW ,-,-,N,190,-, 329,-,-,-N,202,-, 929,-,-,-N,253,-,

CSV Monthly Usage – multiple meters

EH, A0001, Accepted, Acct Name, Acct Addr | Baltimore MD 21205, Billing Addr | Baltimo

sPLCPrev, TransPLCPrevEffectiveDr, FOLRType, BillGroup, SpecialBilling, MulitpleMtrs, MeterNumber, MeterType, FromDate, ToDate, DaysUsed, ReadingSource, Total kWn, Peak kWh, Inter kWh, OffFeak kWh, Usage , 2021-01-01, 22195, 072226, 2020-01-01, Hourly, 04, _, 1, F00000001:F000000003:F000000004:F000000007; F000000007, SS-ELE/SS-EL

ak_kWh,UsageFactor_Non_TOU,Peak_UsageFactor,Inter_UsageFactor,OffPeak_UsageFactor,Crossover,Del_Dem_kW_kVA,Gen_Trans_Dem_kW ,2020-11-04,2020-12-04,31,A,9686278.0,2336917,1967947,5381414,-,-,-,-,N,32001,-, ,2020-10-06,2020-11-03,29,A,1.1639198E7,2954725,2514299,6170174,-,-,-,N,36896,-,

CSV 15-Min Interval

EI, Code, Desc, AccountName, AccountNumber, StartDate, EndDate, RdgDate, StartTime, EndTime, Kwh, RdgSource
EI, OK, All Data successfully Retrieved, State Of XXXXXXXXXXXXXXX,000000001,2020-08-01,2021-08-01,2020-08-01,0001,0015,180.075, A
EI, OK, All Data successfully Retrieved, State Of XXXXXXXXXXXXXXXX,000000001,2020-08-01,2021-08-01,2020-08-01,0016,0030,178.5, A
EI, OK, All Data successfully Retrieved, State Of XXXXXXXXXXXXXXXXX,0000000001,2020-08-01,2021-08-01,2020-08-01,0031,0045,177.975, A

CSV Hourly Interval

HI, Code, Desc, AccountName, AccountNumber, Segment, TariffCode, BillGroup, CapPLC, CapPLCPrev, CapPLCEffectiveDt, CapPLCPrevEffectiveDt
HI, OK, All Data successfully Retrieved, Acct Name, 1000000000, R, 40, 02, 4.729114, 3.995374, 2021-06-01, 2020-06-01, 4.739539, 2.477966,
HI, OK, All Data successfully Retrieved, Acct Name, 10000000000, R, 40, 02, 4.729114, 3.995374, 2021-06-01, 2020-06-01, 4.739539, 2.477966,

ectiveDt,TransPLC,TransPLCPrev,TransPLCEffectiveDt,TransPLCPrevEffectiveDt,StartDate,EndDate,ReadDate,StartTime,EndTime,Kwh .477966,2021-01-01,2020-01-01,2021-05-19,2021-05-19,2021-05-19,2200,2259,.746 .477966,2021-01-01,2020-01-01,2021-05-19,2021-05-19,2021-05-19,2100,2159,1.254

XML Monthly Usage Electric

```
cxml version="1.0" encoding="Windows-1252";

G<DWebData xmlns:xsd="http://www.w3.org/2001/XMLSchema" xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance">
                         WebData xmlns:xsd="http://www.w3.org/2001/XMLSchema" xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance">

ElectricHistoricalAccounts>

Kaccount AccountNumber="0000000001" BillViewAccountNumber="00000000002" AccountName="Acct Name" BillingAddress="Bill Addr | Ft George G Meade MD 20755 "

Segment="GL" TariffCode="167" CapPLC="372.13222" CapPLCPrev="468.668412" CapPLCEffectiveDt="2021-06-01" CapPLCPrevEffectiveDt="2020-06-01"

TransPLC="334.884769" TransPLCPrev="419.562348" TransPLCEffectiveDt="2021-01-01" TransPLCPrevEffectiveDt="2020-01-18" POLRType="Type II" BillGroup="16" SpecialBilling="Summary" AccountAddress="Acct Addr | Ft George G Meade MD 20755 " MultiMeterInd="N" MeterEquipNo="G0000000000" CdMptType="AMI-ELE-BGE" MeterEquipNo="G0000000000" CdMptType="AMI-ELE-BGE" MeterEquipNo="G0000000000" CdMptType="AMI-ELE-BGE" MeterEquipNo="G000000000" CdMptType="AMI-ELE-BGE" MeterEquipNo="G00000000" CdMptType="G000000000" CdMptType="G00000
                                  <Status>
    <Code>A0001</Code>
    <Desc>Accepted</Desc>
                                    </Status>
                                    <DataRequested>
                                           claracted>
<DataDetail>
<fromDate>2020-12-22</fromDate>

                                                   <ToDate>2021-01-25</ToDate>
                                                   <Total_kWh>106456.0<Total_kWh>106456.0<Total_kWh>106456.0
                                                   <Peak_kWh>25291</Peak_kWh>
<Inter_kWh>20836</Inter_kWh>
<OffPeak_kWh>60329</OffPeak_kWh>
                                                     <Crossover>N</Crossover>
                                                   CDel Dem kW_kVA>229</Del Dem kW_kVA>
<Gen_Trans_Dem_kW>-</Gen_Trans_Dem_kW>
<Bill_Date>2021-01-25</Bill_Date>
                                                     <UsageFactor_Non_TOU>-</UsageFactor_Non_TOU>
<Peak_UsageFactor>-
<UsageFactor>
<Inter_UsageFactor>-
<OffFeak_UsageFactor>
<OffFeak_UsageFactor>
                                             </DataDetail>
                                            <DataDetail>
<FromDate>2020-11-23/FromDate>
                                                     <ToDate>2020-12-22</ToDate>
                                                      <Tobace/200112-22</pre>

<DaysUsed>29
<ReadingSource>A

<Total_kWh>88822.0
/Total_kWh>
```

XML 15-Min Interval

```
xml version="1.0" encoding="Windows-1252"?
<CDWebData xmlns:xsd="http://www.w3.org/2001/XMLSchema" xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance">
 <ElectricIntervalAccounts>
     Account AccountNumber="0000000000" AccountName="Account Name" StartDate="2020-12-10" EndDate="2020-12-14">
     <Status>
       <Code>OK</Code>
       <Desc>All Data successfully Retrieved
     </Status>
     <DataRequested>
       <ReadingData RdgDate="2020-12-10">
         <DataDetail>
           <StartTime>0016</StartTime>
           <EndTime>0030</EndTime>
           <RdgSource>A</RdgSource>
           <Kwh>67.5</Kwh>
         </DataDetail>
       .
</ReadingData>
```

XML Monthly Usage Gas

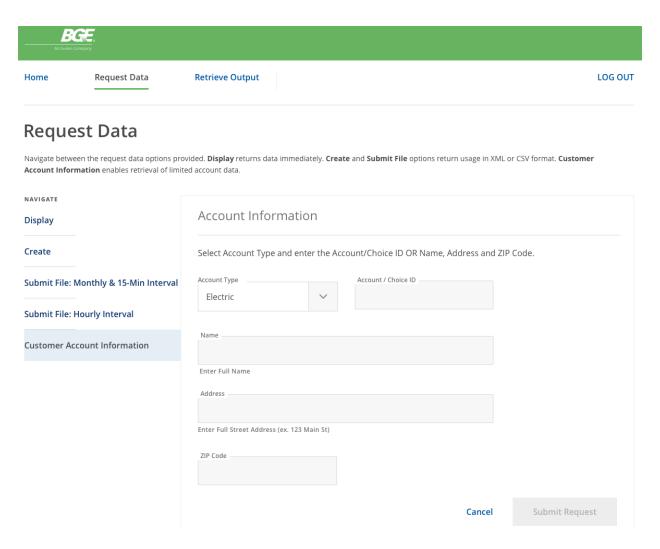
```
?xml version="1.0" encoding="UTF-8"
CONSUMPTION_RESP xmlns:xsd="http://www.w3.org/2001/XMLSchema" xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
  <GasHistoricalAccounts>
     <Account>
       <AccountNumber>000000001</AccountNumber>
       <AccountName>Acct Name</AccountName>
       <ServiceAddress>Srv Addr | Baltimore MD 21222 </ServiceAddress>
       <BillingAddress>Bill Addr
                                  | Baltimore MD 21222 </BillingAddress>
       <UtilityName>BGE</UtilityName>
       <SupplierName>Your Supplier Name</SupplierName>
       <BillGroup>05</BillGroup>
       <TariffCode>11</TariffCode>
       <Commodity>GAS</Commodity>
       <UnitOfMeasure>THERMS</UnitOfMeasure>
       <DataRequested>
         <DataDetail>
           <FromDate>2021-06-08</FromDate>
           <ToDate>2021-07-08</ToDate>
           <DaysUsed>31</DaysUsed>
           <ReadingSource>A</ReadingSource>
           <Total_Cons>17</Total_Cons>
           <Cons_Gas_Dem>0</Cons_Gas_Dem>
         </DataDetail>
         <DataDetail>
           <FromDate>2021-05-09</FromDate>
           <ToDate>2021-06-08</ToDate>
```

.....

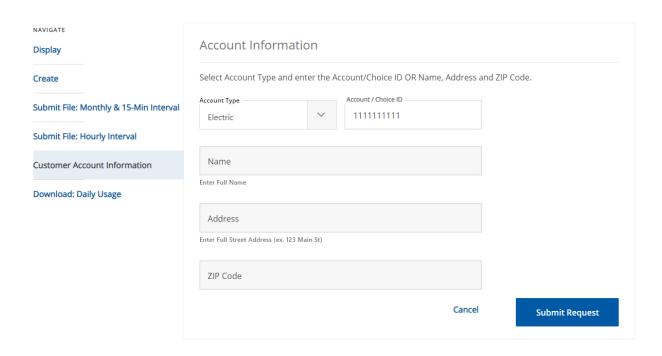
Customer Account Information

The Customer Account Information option provides 3 features for Active accounts:

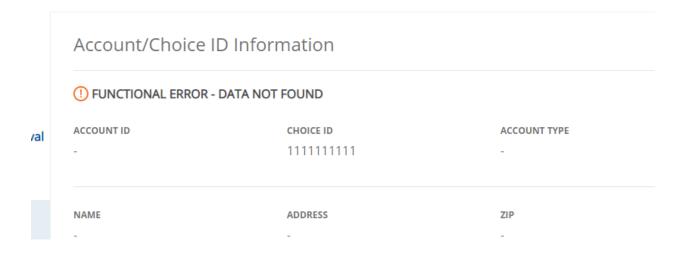
- Enter Account ID to retrieve the Choice ID and limited account information
- Enter the Choice ID to retrieve limited account information
- Enter Name, Address & Zip Code, as they appear on the Customer's bill, to obtain the Choice ID and limited account information



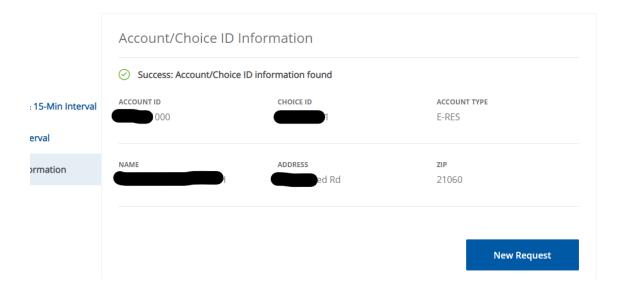
Enter Account Type (Gas or Electric) and either Account ID, Choice ID or Name, Address, and Zip for an active account and click the "Submit Request" button.



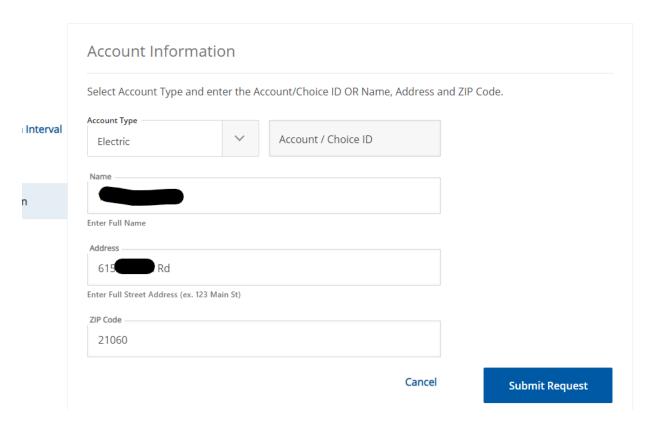
If an active Choice ID is not found, you will receive an error:



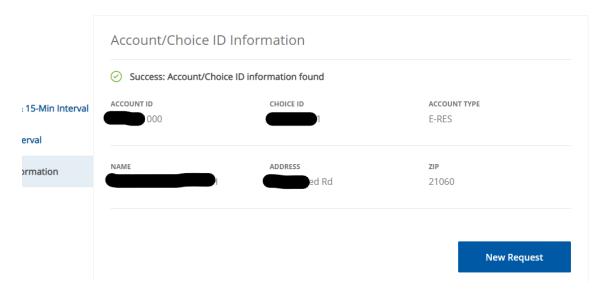
If an active Choice ID is found in our system, the customer's Account ID, Choice ID, Account Type, Name, Address, and Zip Code will be returned.



You can enter the Customer's Name, Address, and Zip Code on the form:



If an active Choice ID is found in our system, the customer's Account ID, Choice ID, Account Type, Name, Address, and Zip Code will be returned.



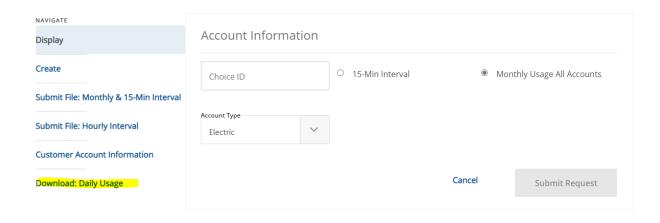
Daily Usage Data (Suppliers Only)

NOTE: Only suppliers who actively serve customers in BGE's territory are eligible to sign up for this service. The Daily Usage data includes Consumption and Generation files for each of their customers by day for the past 30 days.

To request access to Daily Usage files, a Supplier needs to send their request to Electric.Supplier.Relations@bge.com. Once a request is received, the files will be set up, and CD Web credentials will be updated for this retrieval to work. Only users logged in with such credentials, will be able to see this option under the Navigate options.

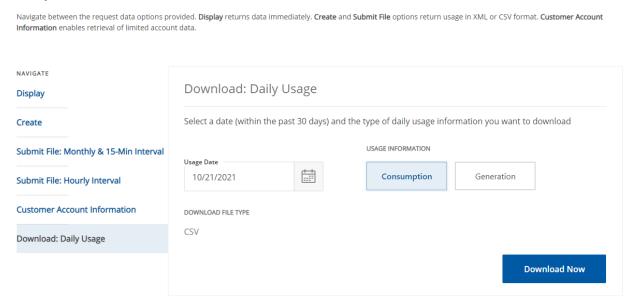
Request Data

Navigate between the request data options provided. **Display** returns data immediately. **Create** and **Submit File** options return usage in XML or CSV format. **Customer Account Information** enables retrieval of limited account data.

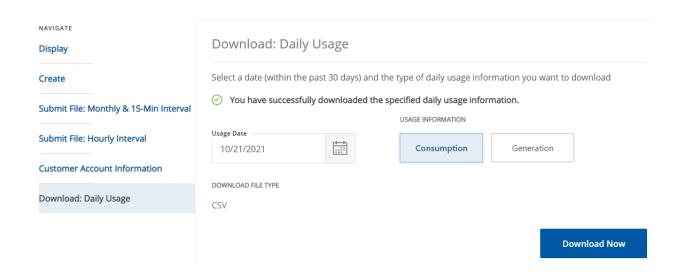


To download the data, you should select a **Usage Date** (files are available for 30 days from yesterday), select **Usage Information** (Consumption or Generation), and click the "**Download Now**" button.

Request Data

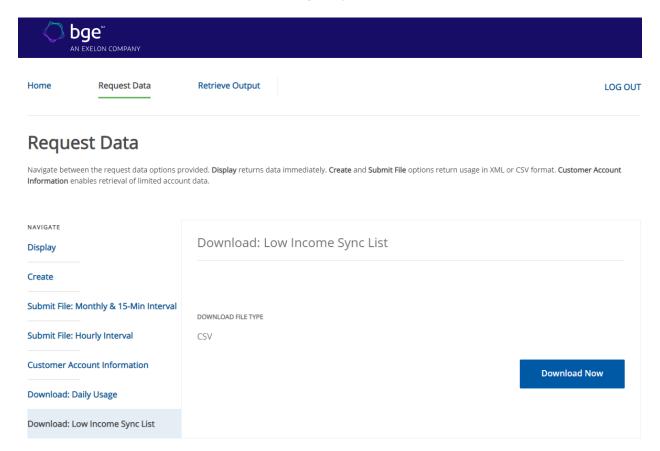


You will get a confirmation message and the output will be downloaded in CSV format. You can save the file to your local system. Save options are different on the different browsers.



Sync List (Suppliers Only)

Suppliers can download the sync list of their customers as of the last business day. The special set of credentials is created for each supplier to obtain the sync list. Only users logged in with those credentials will be able to see the link to download under the Navigate options. The file will be in the .csv format.



Retrieve Output

If you selected **Create** a request or **Submit File** request options, you can view and pick up your output files by clicking on the **Retrieve Output** link:

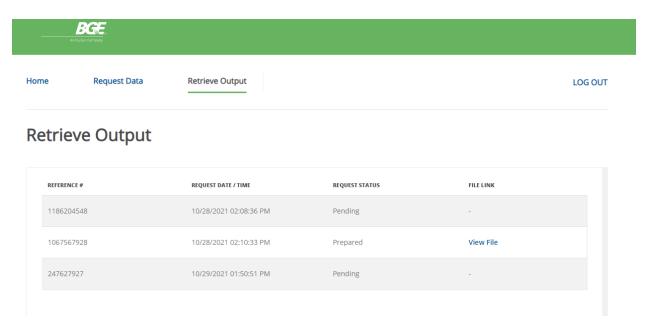


You will see the reference number, Request date and time, the status of your request, and a link to the file.

For Monthly and 15-Min interval requests, your output file will be ready shortly after you request it. The time will depend on the size of the input file.

For Hourly Interval data, your file will be ready the next business day. Requests that have not been processed will be shown as Pending.

Once your job has been completed, an email notification will be sent to the email address on record in CD Web.

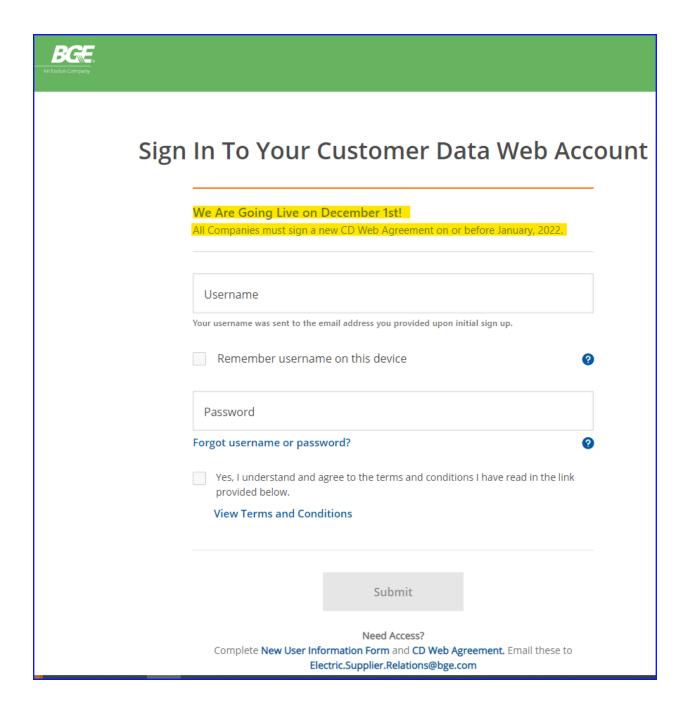


When you click on the View File, the file will be downloaded in the default fashion of your browser.

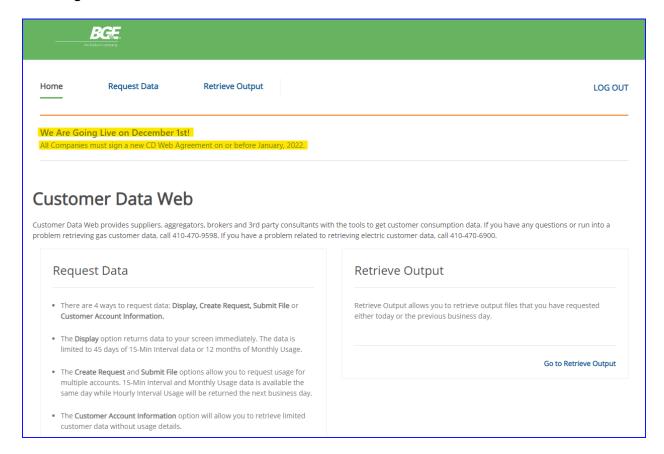
Global Alert Messages

When present, the Global Alert Messages will be displayed on the Login and Home pages. These messages will be used to communicate information like upcoming maintenance or outages to CD Web users.

Login Page:



Home Page:



Log Out

A user can log out at any time from any page by clicking on the Log Out link.



Once pressing Log Out, you will be returned to the Login screen.

The CD Web application will log a user out after 20 min of inactivity. If a user attempts to **Request Data** or **Retrieve Output** after the auto log out, the operation will fail, and the user will be asked to log in again.

Troubleshooting

No Customer Account Information found – Verify that you have entered the correct information. If entering the Name, Address, and Zip Code, verify they are entered exactly as on the bill or customer list, including middle initials, dashes, etc.

CSV file failed or no output returned – Your input file might have an extra line after a last line of data, or there is an error in formatting

The following error will populate if the user attempts to submit a .svc file for hourly interval usage from the Monthly & 15 min Interval tab:

Submit File: Monthly & 15-Min Interval

Cannot read properties of undefined (reading 'trim')

Select the output file type, upload the file and click "Submit Request" to complete the process.

The request is pending for much longer than it should when submitted a file – verify if you selected the correct request place for your type of file request

XML failed - Verify your file format

Account not found – Choice ID could be closed, in pending start status, or you entered a number that is not in BGE's record

Account found, but no data (monthly usage) - Choice ID might be new and has not been billed yet

Data not found – account could be too new, or you selected a wrong request for that Choice ID type

Unable to login – check for an extra space before or after your credentials; Your CD Web account was disabled for inactivity for 6 months.

Manually entered date is wiped out – Your date is out of the acceptable date range for the request

Log out takes a long time – Your session was timed out after 20 minutes of inactivity. Close the browser or click on Log Out button another time

The user can be re-directed to BGE.com when login into the CD Web – this could happen if deployment is underway. Please wait and try again.

Glossary

AMI – Advanced Metering Information, Hourly AMI data is captured for all AMI metered Choice IDs

CD Web - Customer Data Web

CID - Choice ID

HI - Hourly Interval

HU – Monthly Usage

MV90 – Large service customers (primary service or GLP accounts equipped with an interval MV90 meter)

Reference Number - A unique number assigned to each job you submit