GENERATING DEMAND RE	Swaziland Electricity Company		
System:	Reference No, Revision No;	Originated by:	
Quality Management System	Q-F-IT-P-12, Rev 1	Systems Administrator	
Revision Date:	Page No:	Authorised by:	
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1 Purpose

To generate large (demand) customer reading rounds because they are still read physically and are post-paid accounts.

2 Scope

To have written physical addresses of the customer and have the readings found in the meter hand written and signed for. This is for assurance that the technician was there physically and the readings written are not fictional or estimated. If there are any disputes about amount charged then technician is accountable.

3 References

SEC I.T Policies

4 Definitions

N/A

5 Responsibilities

Systems Operator – the business systems operator is the one responsible generating demand reading rounds from the billing system.

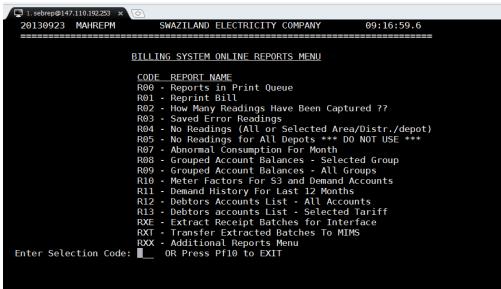
Systems Administrator – in the absence of the business systems operator the systems administrator is the one responsible generating demand reading rounds from the billing system.

6 Procedure

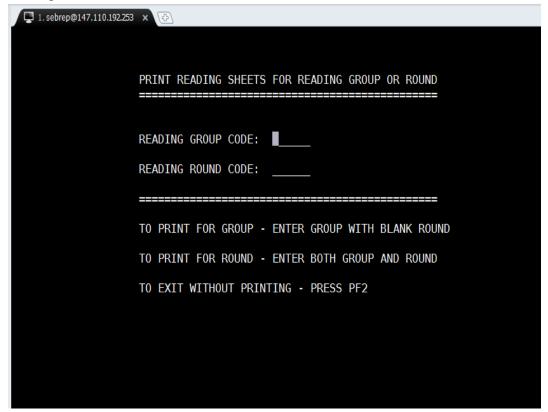
6.1 Login the billing system as sebrep using any ssh session.

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6.2 Type1 **RXX**



- 6.3 Type **RX1**
- 6.4 Then type **RXX** 2 more times till you get to the last screen that has numbers to 84.
- 6.5 Type **R80** <this will open a screen where you have to type in the depot and reading round>



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Readi ng group code	MBAB AN	PIGG SP	MATS AP	MALK ER	NHLA NO	MANZ IN	SITE KI	MHLU ME	BIG BEN
Readi									
ng									
round	MBA10	PIG10	MAT50	MAL50	NHL21	MZMD	SIT11	MHL11	BIG1
code	0	0	1	1	3	01	9	6	11
	MBA20	PIG20	MAT50	MAL50		MZMD		MHL21	BIG1
	0	0	2	2		02		4	12
	MBA30		MAT50			MZMD		MHL31	BIG2
	0		3	MA503		03		3	11
						MZMD			BIG3
						04			11
									BIG3
									12
									12

6.6 The report generated will be in sebrepviewed by typing **R00** and will be READING_SHEET.??????????

7 Records

N/A